

Government of Alberta Open Information and Open Data Policy

1. Policy Name

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2. Policy Statement

The *Open Information and Open Data Policy* provides a framework to establish the operational responsibilities, organization, processes, tools and other resources required for a single approach to the open data and open information programs.

The policy also provides foundational assurance and guidance to staff from across the Government of Alberta with respect to identifying, preparing, and publishing data and information through the open data and open information portals on a routine basis going forward.

3. Purpose

The purpose of the Open Information and Open Data Policy is to provide direction and assign responsibility for a single approach to providing Government of Alberta information and data for public use, adaptation and distribution under the Open Government Licence.

4. Definitions

4.1. **“Ministries”** means the ministries of the Government of Alberta including their agencies, boards and commissions.

4.2. **“Open Data”** means government-owned data whose release is not subject to privacy, security or legislative restrictions and which is made available to the public in a structured, machine-readable format with minimal restrictions on its use or re-use. Open data is released proactively whenever possible.

4.3. **“Open Information”** means government-owned information whose release is not subject to privacy, security or legislative restrictions and which is made available to the public with minimal restrictions on its use or re-use. This includes, but is not limited to, reports, studies, maps, legislation, etc. Open information is released proactively whenever possible.

4.4. **“FOIP Act”** means the [*Freedom of Information and Protection of Privacy Act*](#) of Alberta.

5. Scope

This policy applies to the ministries of the Government of Alberta.

6. Guiding Principles

Open by Design

- 6.1. Increase accessibility of government information and data in a way that is responsive to citizens' needs and expectations.
- 6.2. Embed a culture of being open by default within the Alberta Public Service.

Innovation from Quality Data

- 6.3. Publish quality government information and data to empower citizens and businesses to derive value from government information.
- 6.4. Leverage technology to enable efficient and timely access to quality information and data for an increasingly technologically enabled population.

Improved Governance

- 6.5. Enable public participation in the development of government policy, programs and services through the timely publication of quality information and data.
- 6.6. Utilize government data and information to identify opportunities to improve service delivery and efficiency in government.

7. Policy Details

The following policy requirements specify the general responsibilities of ministries in promoting the release of government information:

- 7.1. All information and data that is publicly available will be published under the Open Government Licence unless it is exempt under Section 6 of the licence.
- 7.2. The Open Government Program may issue procedures, guidelines and standards to support the Open Information and Open Data Policy.
- 7.3. Ministries should make information and data available to the public on a routine basis (i.e. without a request for access under the FOIP Act) unless its release is limited by law or contract.
- 7.4. Where ministries make information available to the public; they must do so in a manner that makes the information available with no requirement for registration, and in a non-proprietary, non-exclusive format.
- 7.5. All information or data designated for release must be assessed for security, quality and value based on Government of Alberta standards.
- 7.6. Information and data designated for release must be prepared, provided and posted in accordance with procedures issued by the Open Government Program.

7.7. In accordance with the FOIP Act, personally identifying information must be removed from information and data designated for release before posting.

7.8. Information and data designated for release should not be sold or exclusively licensed to other agencies, including departments of the government.

7.9. Ministries must not make information or data publicly available as part of an open initiative except in accordance with this policy.

8. Open Government Licence Requirements

The following policy requirements apply to the application of the Open Government Licence. The Open Government Licence must:

8.1. Include the ability for open information and open data to be publicly used, adapted and distributed.

8.2. Allow for the redistribution and reuse of open information and open data with minimal restriction.

8.3. Include requirements for attribution that are not onerous on the licensee.

8.4. Not discriminate against persons or groups of persons.

8.5. Not discriminate against fields of endeavour (i.e. allow for commercial use).

9. Implementation

9.1 This policy comes into effect immediately on approval.

9.2 Ministries are to implement this policy as quickly as possible using available resources.

9.3 The Open Government Program will develop change management plans to assist ministries in implementing the policy.

9.4 Ministries should renegotiate and adjust information licensing contracts as they expire to provide the information freely and openly.