

Policy # 187 – Open Data Planning

PURPOSE

This Policy defines the responsibilities and expectations of agencies and the Office of the Chief Information Officer (OCIO) related to implementation of existing state statute and emerging private, local and federal practices for Open Data.

POLICY STATEMENT

- 1) Agencies must develop, implement and maintain an Open Data Plan that outlines how the agency will routinely work to make open data publicly available.
 - a) Agency plans, at minimum, must contain components that outline how the agency will:
 - i) Incorporate evaluations for public access or open data when acquiring, redesigning or rebuilding information systems
 - ii) Coordinate technology planning across agency boundaries to facilitate electronic access to state data
 - iii) Determine which information the public most wants and needs
 - iv) Set agency targets for and measure results in these areas.
 - b) The OCIO has developed Guidance [2] for on developing an agency Open Data plan, definitions, and which data to publish first. Agencies may use this guidance in developing their own plans, but are not required to do so.
 - c) OCIO staff is available to consult with agencies on plan components and plan development if needed.
- 2) Agency plans must be revised or re-affirmed annually by October 1.
 - a) Annual revisions or re-affirmations must include a report on the status, progress and evolution of the agency's Open Data Plan.
 - b) Reporting may be accomplished by:
 - i) Publishing on the agency's website or a state open data portal a current list of data sets, plan commitments and results; or
 - ii) Emailing website analytics, a current list of agency published data sets, and the results of completed commitments from the agency's Open Data Plan to the OCIO [3].
- 3) Advisory Group: The OCIO will convene an Open Data Advisory Group made up of agency representatives to manage and guide the development of open data policy in the state of Washington.

CONTACT INFORMATION: Contact OCIO Policy & Waiver Mailbox [4] for additional information or

to [request a waiver](#) [5].

REVISION HISTORY

Date	Version	Change
10/14/2014	1.0	Adopted by CIO
12/09/2014	1.0	Approved by TSB
05/20/2017	1.1	Remove legislative language and initial due date, clarify guidance documents, as adopted by the TSB Policy Subcommittee
9/12/2017	1.1	Approved by TSB

SUNSET REVIEW DATE: June 30, 2020

ADOPTION DATE: May 11, 2017 (adopted pending approval of the full Technology Services Board)

TSB APPROVAL DATE: September 12, 2017

APPROVING AUTHORITY

/s/ Michael Cockrill
State Chief Information Officer
Chair, Technology Services Board

Source URL: <http://ocio.wa.gov/policy/open-data-planning-agencies>

Links:

- [1] <http://app.leg.wa.gov/RCW/default.aspx?cite=43.41A.115>
- [2] <https://ocio.wa.gov/initiatives/open-data/guidance-agency-open-data-plans>
- [3] <mailto:ocio.policy@ocio.wa.gov?subject=Open%20Data%20Plan%20Reporting>
- [4] <mailto:ocio.policy@ocio.wa.gov?subject=Policy%20187%3A%20%20Open%20Data%20Plannng>
- [5] <https://ocio.wa.gov/policies/policy-103-technology-policy-standards-waiver-request>