

**THE OPEN GOVERNMENT PARTNERSHIP
NATIONAL ACTION PLAN FOR ALBANIA
2020 – 2022**



Albania OGP
POC / Technical Secretariat
Consultation Report Template for LFPs

CONSULTATION

Consultation Details

Policy Goal Focus	
Lead Focal Point Institution	
Date	
Consultation Meeting Number	

I. Objective of Consultation Meeting

What was the aim of this consultation? Please answer for all that apply	Details
(i) Introduce stakeholders to the proposed policy goal	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(ii) Introduce stakeholders to the OGP process	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(iii) Explain the feedback tools for stakeholders	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(iv) Brainstorm ideas with stakeholders	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(v) Develop further details (milestones, etc.) for ideas	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(vi) Gather feedback on proposed policy goals	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(vii) Prioritize proposed policy goals	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(viii) Other (provide details)	<input type="checkbox"/> No / <input type="checkbox"/> Yes

II. Methodology

What was the format of the meeting? How were stakeholders able to participate?	Details
(i) Presentations	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(ii) Discussion / Feedback from stakeholders	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(iii) Questions and answers	<input type="checkbox"/> No / <input type="checkbox"/> Yes
(iv) Brainstorming	<input type="checkbox"/> No / <input type="checkbox"/> Yes

Stakeholder Selection	Details
(i) How were stakeholders selected?	
(ii) How were stakeholders contacted?	
(iii) How many stakeholders were contacted?	
(iv) Was the consultation announced publically? (via websites, social media, etc.)	
(v) Were stakeholders reminded?	

III. Results/ Findings

Stakeholder Contributions	Details
(i) How many stakeholders attended?	
(ii) Did stakeholders contribute?	
(iii) Main issues identified by stakeholders	
(iv) Main recommendations from stakeholders?	

IV. Shortcomings Identified & Preparations for Next Consultation

	Details
(i) Limitations in stakeholder attendance	
(ii) Limitations in stakeholder participation	
(iii) What can be done to improve attendance?	
(iv) What can be done to improve participation in the next meeting?	

STAKEHOLDER FEEDBACK

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
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Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
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Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

Name:		Organization/ Affiliation:		Position:	
<i>Issues Raised</i>					
<i>Feedback</i>					
<i>Ideas Suggested</i>					
<i>Other Comments</i>					

STAKEHOLDER ATTENDANCE

	Name	Organization/ Affiliation <small>(full name, not acronyms)</small>	Position	Email
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