

## National Governments Requiring Use of ODF<sup>1</sup>

Government	Year	Level of Govt Subject to Policy	Policy Decision	Implementation
<b>Belgium</b>	2007	Federal government	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- be able to access documents in ODF format by September 2007 (completed 9 months early in December 2007)</li> <li>- use ODF for document exchange between federal public services for word processing documents, slideshow-style presentations, and spreadsheets by September 2008 (completed in December 2007)</li> </ul> <p>Government agencies are <u>permitted</u> to:</p> <ul style="list-style-type: none"> <li>- use other formats when creating and distributing documents internally</li> </ul>	<p><u>Enforcement</u> is “bottom up,” driven by “buy in” and “consensus,” not compulsion</p> <p><u>Ongoing control</u> by FEDICT (Federal Public Service Information and Communication Technology)</p> <p><u>Next steps</u></p> <ul style="list-style-type: none"> <li>- evaluation of ODF for inclusion of approved formats into the Belgian Government Interoperability Framework</li> </ul>
<b>Brazil</b>	2006, 2008	National	<p>Under <i>e-PING Standards of Interoperability for Electronic Government v 4.0 (16 Dec 2008)</i>, ODF was <u>upgraded</u> from “recommended” under <i>v 2.0 (17 Dec 2006)</i> to “adopted”, meaning ODF compliance is now mandatory . Government agencies are <u>required</u> to incorporate “adopted” file formats like ODF into new information systems and upgrades to existing systems.</p>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control</u> by Ministry of Planning, Budget, and Administration, Secretariat for Logistics and Information Technology</p> <p><u>Next steps</u></p> <ul style="list-style-type: none"> <li>- development of agency-specific implementation plans</li> </ul>
<b>Croatia</b>	2007	National	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- make each government form posted on a</li> </ul>	<p><u>Enforcement</u> through regulation</p>

<sup>1</sup> See links to original government sources beginning on page 7. This table originally appeared in the May 2008 New York State Electronic Documents Report to the Governor and Legislature -- "A Strategy for Openness: Enhancing E-Records Access in New York State" (Part II, Appendix III, pps. 76-82) – and has been adapted and updated for use by the ODF Alliance to reflect recent developments. See <http://www.oft.state.ny.us/policy/esra/erecords-study.htm>.

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			<p>public Web site “accessible in a way that makes it legible in accessible freeware applications”</p> <p>- Options for meeting this requirement:</p> <ul style="list-style-type: none"> <li>- ODF</li> <li>- PDF</li> <li>- HTML</li> </ul>	<p><u>Ongoing control</u> by Central State Administrative Office for e-Croatia</p> <p><u>Created</u> -Reference document (<i>Operational Plan for the Implementation of e-Croatia</i>)</p>
<b>Denmark</b>	2006, 2010	Central government bodies	<p>According to decision approved by the Danish Parliament, beginning 1 April 2011 governmental authorities in Denmark will be obligated to be able to send and receive documents in formats included in a reference list of open standard formats.</p> <p>-ODF is the lone listed editable format fully satisfying the five-part “openness” criteria for open standards for document formats whose use will be obligatory in the public sector.</p> <p>-PDF/A-1 is listed for non-editable published documents.</p>	
<b>France</b>	2006	National	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- accept documents submitted in ODF format</li> <li>- use PDF/A to preserve text documents</li> </ul> <p>Government agencies are <u>encouraged</u> to:</p> <ul style="list-style-type: none"> <li>- install OpenOffice.org (an open-source, ODF-based productivity suite)</li> <li>- use ODF to create text documents, spreadsheets, and slideshow-style presentations</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control</u> by General Directorate for the State’s Modernization</p> <p><u>Created</u> - Interoperability framework (<i>Référentiel Général d’Interopérabilité</i>)</p>

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			Government agencies are <u>prohibited</u> from: -migrating to any productivity suite formats other than ODF	
<b>Germany</b>	2008	Federal government agencies	Federal agencies will be able to receive, read, send and edit ODF documents beginning no later than 2010.  Under Germany's <i>Standards and Architectures for eGovernment Applications 4.0 (SAGA 4.0)</i> , ODF <u>recommended</u> for editable text documents , a multi-stakeholder initiative that recommends and mandates standards to be used by the German federal government.	TBD
<b>Japan</b>	2007, 2008	National	Government ministries and agencies are required to: -solicit bids from software vendors whose products support internationally-recognized open standards  Open formats : -are to be preferred, and -must be used to promote exchange of information between ministries  Japan's Diet passed an <u>open standards software incentive</u> as part of its omnibus Special Taxation Measures law: -provides tax reductions for companies which buy open-standard based software	<u>Enforcement</u> though Ministry of Economy, Trade and Industry (METI)  <u>Ongoing control</u>  <u>Created</u> -Interoperability framework, which took effect immediately and specifically references ODF, created procurement preference for products adhering to open standards, and which interoperate easily with other software.

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			-went into effect April 2008 and expires in March 2011.	
Malaysia	2008	National	Roadmap announced for: -implementing ODF in Malaysia's public sector  Malaysian Administrative Modernisation and Management Planning Unit (MAMPU) adopting ODF for all new documents created from April 1, 2008 onwards.	TBD
Netherlands	2007	National, Regional, Local	Government agencies are <u>required</u> to: - migrate new systems to Open Standards and Open Source - "support ODF alongside existing file formats for reading, writing and exchange of documents" - create open source implementation strategies; - share with each other knowledge gained from agency pilots, migrations, and test cases; - work collaboratively with stakeholders on openness plans.  ODF-based procurement now mandatory. For government bodies in the public and semi-public sectors: -instructions published 24 Nov 2008 making open-standards based procurement the default for public purchases of IT worth more than 50,000 euro -use of open standards such as ODF - official listed as one of the approved open standards -	<u>Enforcement</u> through "soft approach" with "high trust" but with "monitoring and ranking" of efforts and award of an annual prize for the "Most Open Public Organization"  <u>Ongoing control by</u> Ministries of Economic Affairs and Internal Affairs  <u>Created:</u> - broad definitions of the terms "open standards" and "open specifications" - list of open standards - interoperability framework; - advisory process allowing proposed technology purchases to be submitted to advisory board for assistance  <u>Changed</u> government procurement practices: - "Comply or explain, and commit" principle: For new systems, modifications, or contract extensions: (a) government purchases must "comply" with open standards, or government purchaser must "explain" why not;

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			is now <u>mandatory</u> ("comply or explain" why not).	(b) purchases must be timed, and good business cases developed, to avoid unnecessary migration costs; and (c) once an open standards compliant purchase has been made, government agencies must commit on an ongoing basis to giving "preference to the application of open standards so that an exception criterion is no longer applicable."
<b>Norway</b>	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- make government documents posted on the Web accessible to the public in three (3) mandatory formats: <ul style="list-style-type: none"> <li>- HTML (presentation)</li> <li>- PDF (presentation)</li> <li>- ODF (editable)</li> </ul> </li> <li>- develop ability to RECEIVE documents from the public in these formats.</li> </ul> <p>Government agencies are <u>permitted</u> to:</p> <ul style="list-style-type: none"> <li>- use other formats, but only if they also produce the documents in PDF or ODF format.</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Ministry of Government Administration and Reform</p> <p><u>Created:</u></p> <ul style="list-style-type: none"> <li>- Reference document (<i>Reference Catalogue of IT Standards in the Public Sector</i>)</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>- evaluating additional formats for document exchange with public sector and exchange of documents within the public sector</li> </ul>
<b>Poland</b>	2007	National	<p>Government agencies:</p> <ul style="list-style-type: none"> <li>-recommended to use of open, publicly available IT standards</li> <li>-called on to deploy technological neutrality in all government-led IT projects</li> </ul>	<p><u>Created:</u></p> <p>Council of Ministers National Computerization Program (NCP)</p> <p><u>Next Steps:</u></p> <p>Implementation from 2007-2010</p>
<b>Russia</b>	2007	National	<p>Government-wide action plan envisions:</p> <ul style="list-style-type: none"> <li>-legislative requirements to mandate the procurement of software based on how well it</li> </ul>	<p><u>Created:</u></p> <p>Ministry of IT and Communications Action Plan on Open Source Software Development and Usage in the Russian</p>

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			adheres to widely-used standards. -support of ODF in e-gov framework	Government
<b>Slovakia</b>	2010	National	<p>After initially adopting an open standard policy for text files in 2006, a decree published in 2008 declared that all public authorities in Slovakia must be able to receive and read ALL of the following text file formats: RTF, HTML, PDF 1.3-1.5, ODF 1.0, TXT. Public authorities must publish all text documents in one of that formats.</p> <p>Since March 2009, documents in ODF 1.0 format are allowed for use with the electronic signature and qualified electronic signature in Slovak republic.</p>	In December 2009, a working group changed the imposed version of ODF format "ODF 1.0" to "ODF" only (without defining any specific version). This was changed by the Standardisation committee on December 9, 2009 to "ODF, max. in version 1.2". Comments on this new decree are being considered. The decree will take legal effect after publishing.
<b>South Africa</b>	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- comply with MIOS standards ("<i>Minimum Interoperability Standards (MIOS) for Information Systems in Government</i>")</li> <li>- migrate new systems and major upgrades to MIOS standards</li> <li>- make their IS systems Internet-centered, with access to public services and documents preferably via web browser</li> <li>- consider open source based solutions before proprietary ones</li> </ul>	<p><u>Enforcement</u> through law, audit, and budget:</p> <ul style="list-style-type: none"> <li>- compliance with MIOS standards falls under South Africa's Public Finance Management Act (PFMA)</li> <li>- funding and purchasing government IS/ICT projects is dependent on compliance with MIOS and is subject to auditing by accounting officers and by the South African Auditor-general</li> <li>- cost of non-compliance with MIOS expressly rests with the non-complying entity, system or organization.</li> </ul> <p><u>Ongoing control</u> by SITA (the South African State</p>

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			<ul style="list-style-type: none"> <li>- use ONLY the following formats:               <ul style="list-style-type: none"> <li>- for working office suite documents (word-processing, spreadsheet, presentation): ASCII, CSV, or ODF</li> <li>- for office suite documents provided in presentation view: XHTML or PDF</li> </ul> </li> <li>- work collaboratively with stakeholders on openness plans</li> </ul>	<p>Information Technology Agency)</p> <p><u>Created:</u></p> <ul style="list-style-type: none"> <li>- broad definitions of the terms "open standards" and "open specifications"</li> <li>- MIOS standards within S. Africa's Enterprise Architecture, to be reviewed and updated annually after discussions with stakeholders</li> <li>- interoperability framework covering three key areas of technical policy: (1) Interconnectivity; (2) Data Interoperability; and (3) Information Access.</li> </ul> <p><u>Changed:</u></p> <ul style="list-style-type: none"> <li>- government procurement practices</li> </ul>
<b>Switzerland</b>	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- use the following formats when exchanging documents with citizens or other agencies:               <ul style="list-style-type: none"> <li>- PDF/A ("urgently recommended")</li> <li>- PDF/X ("recommended")</li> <li>- ODF ("recommended under observation")</li> <li>- OOXML ("recommended under observation")</li> </ul> </li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> eCH (federal e-government standards agency)</p> <p><u>Created</u> reference document (<i>SAGA.ch</i>)</p>
<b>United Kingdom</b>	2010	All of the UK public sector, whether central government, local government, wider public sector or devolved administrations.	"Open Source, Open Standards and Software Re-Use: Government Action Plan," part of the Government's ICT Strategy, requires the UK government to use open standards in its procurement specifications and will require solutions to comply with open standards.	

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			<p>-Regarding formats, the government “will support the use of HTML(ISO/IEC 15445:2000), Open Document Format (ISO/IEC 26300:2006) as well as emerging open versions of previously proprietary standards (eg ISO 320001:2008 (“PDF”) and ISO/IEC 29500 (“OfficeOpen XML formats”).”</p> <p>-It will work to ensure that government information is available in open formats, and it will make this a required standard for government websites.</p>	
<b>Uruguay</b>	2008	National	<p>AGESIC (Agency for the Development of Government Electronic Management and Information and Knowledge Society), which is responsible for proposing IT standards for the federal government, has officially recommended the use of</p> <ul style="list-style-type: none"> <li>-ODF for editable documents</li> <li>-PDF for documents in final, published form.</li> </ul>	TBD
<b>Venezuela</b>	2008	National	<p>Speaking at the 2nd International ODF User Workshop on October 9-10, 2008 in Pretoria, South Africa, Carlos Gonzalez of the National Center of Information Technologies announced that the Venezuelan government had formally adopted ODF as a standard for the “processing, exchange and storage of documents.</p>	TBD

**Sources:**

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**Brazil:** See “e-PING Standards of Interoperability for Electronic Government”, (Brazilian Government Executive Committee on Electronic Government), <https://www.governoeletronico.gov.br/acoes-e-projetos/e-ping-padres-de-interoperabilidade/versoes-do-documento-da-e-ping>.

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**Germany:** See announcement of federal government IT Council, <http://www.bmi.bund.de/Internet/Content/Nachrichten/Pressemitteilungen/2008/12/ODF.html>. See SAGA 4.0 at [http://gsb.download.bva.bund.de/KBSt/SAGA/SAGA\\_v4.0.pdf](http://gsb.download.bva.bund.de/KBSt/SAGA/SAGA_v4.0.pdf).

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Malaysia: “*Malaysia formally embraces Open Document Format*” (Lynn Tan, Zdnet Asia, August 13, 2007) <http://www.zdnetasia.com/news/software/0,39044164,62030781,00.htm> . See also “*OpenOffice.org Migration in the Malaysian Public Sector*”, Tan King Ing, Malaysian Administrative Modernisation and Management Planning Unit (MAMPU), Malaysia, speaking at the 2nd Int'l ODF User Workshop, Pretoria, South Africa, <http://www.odfworkshop.com/presentations/TanKing-Pretoria-ODF.pdf>.

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October 2008), speaking at the 2nd Int'l ODF User Workshop, <http://www.odfworkshop.com/presentations/Gonzalez-Pretria-ODF.pdf>.

## Regional/Provincial/State Governments Requiring Use of ODF

<i>Government</i>	<i>Year</i>	<i>Level of Govt Subject to Policy (State and/or Local)</i>	<i>Policy Decision</i>	<i>Implementation</i>
<b>Andalucía (Spain)</b>	2007	State	Government agencies are <u>required</u> to: - use open standards to interchange documents with citizens, non-governmental organizations, and other government bodies” - ODF - PDF - PDF/A - HTML - XHTML - ASCII - UNICODE - ASCII (open) - RTF (acceptable)	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> Secretariat of Telecommunications and Information Society  <u>Created</u> - interoperability framework  <u>Changed</u> - procurement policies
<b>Assam (India)</b>	2009	State	Government agencies are <u>required</u> to: -use ODF -transition to open-source operating systems	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> information technology department
<b>Extremadura (Spain)</b>		State	Government agencies are <u>required</u> to: -create and save in ODF (manipulable) or PDF/A (static) format all documents that will be exchanged with other government entities or with citizens.	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> Ministry of Education, Science and Technology
<b>Hong Kong</b>		State	Government agencies are <u>required</u> to:	<u>Enforcement</u> through “self-regulation” of bureaus and

<i>Government</i>	<i>Year</i>	<i>Level of Govt Subject to Policy (State and/or Local)</i>	<i>Policy Decision</i>	<i>Implementation</i>
<b>(China)</b>			<ul style="list-style-type: none"> <li>- Exchange text documents in ODF, HTML, RTF or a mutually agreed-upon legacy format</li> <li>- exchange spreadsheets in ODF, or a mutually agreed-upon legacy format</li> <li>-exchange slideshow-type presentations in ODF, or a mutually-agreed-upon legacy format</li> </ul>	<p>departments; OOXML not approved as its interoperability is under examination</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>- Interoperability framework (<i>The HKSARG Interoperability Framework</i>)</li> </ul>
<b>Kerala (India)</b>	2007	State	<p>Open standards to be followed in e-governance projects to avoid total dependence on select vendors. Specific standards cited in policy include:</p> <ul style="list-style-type: none"> <li>-ODF</li> <li>-Unicode</li> </ul>	
<b>Massachusetts (United States)</b>	2007	State	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- create and save “official records” in one of six (6) “open” or “acceptable” formats:</li> <li>- ODF (open)</li> <li>- OOXML (open)</li> <li>-HTML (open)</li> <li>- ASCII (open)</li> <li>- RTF (acceptable)</li> <li>- PDF (acceptable)</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Information Technology Department</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>- Reference document (<i>Enterprise Technical Reference Manual 4.0</i>)</li> </ul> <p><u>Changed</u></p> <ul style="list-style-type: none"> <li>- procurement policies</li> </ul>
<b>Misiones (Argentina)</b>	2007	State	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>-create and save in ODF (manipulable) or PDF/A (static) format all documents that will be exchanged with other government entities or with citizens</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Computer Center of the Province of Misiones and the Main Directorate of Communication Networks and Computer Science</p>
<b>Paraná (Brazil)</b>	2007	State	Government agencies and state-owned	<u>Enforcement</u> through law.

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			companies are <u>required</u> to: -use ODF for the creation, storage, and display of all electronic documents	

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