



30

November
2023

November 2023 BLSI Virtual Breakfast

Digital-ready checks across the EU

*We will start soon... please
take our warm-up questions
in the meantime*



<https://www.sli.do/>

Use the code #7867 508

interoperable
europe

Welcome to our Virtual Breakfast!



Use the chat

Share your comments and questions in writing by using the Webex chat function



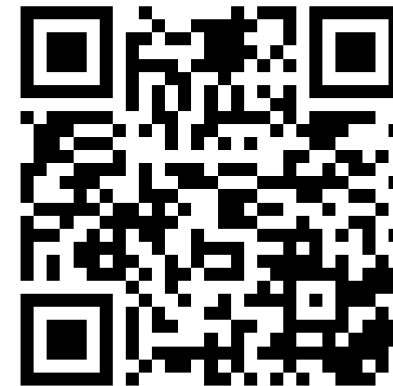
You will be muted

Raise your hand during the Q&A if you want to intervene



This webinar will be recorded

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Use the code #7867 508

Agenda

09:30 – 09:45	Welcome & introduction
09:45 – 10:05	Germany's approach to digital-ready policymaking
10:05 – 10:15	Q&As
10:15 – 10:35	The digital-ready checks@EC
10:35 – 10:45	Q&As
10:45 – 11:00	Conclusions and next steps

Who are we?



Alessio Nardin
External



Zsofia Sziranyi

***Members of the digital-ready policymaking
team,
European Commission, DIGIT.B.2***

Our team is the facilitator of a living and continuously growing multi-disciplinary community on digital-ready policymaking to share good practices and co-create tools with interoperability in mind around:

- Digital-ready policies
- Legislation and technology
- Streamlined regulatory reporting process in the EU

Visit our community on [JoinUp!](#)

What is digital-ready policymaking?

Digital-ready policymaking is the mindset and process of formulating digital-ready policies and legislation by considering digital aspects from the start of the policy cycle to ensure that they are ready for the digital age, future-proof and interoperable.

Policies (and legislative acts) are digital-ready if they enable smooth and digital by default policy implementation and foster digital transformation through best use of digital technologies and data.

Why digital-ready policymaking?

- Ongoing digital transformation calls for action from EU public sector bodies
 - [A EU fit for the digital age](#)
 - [Path to the Digital Decade](#)
 - 100% of key public services accessible via digital means
 - [Long-term competitiveness of the EU: looking beyond 2030](#)
 - A 25% reduction of regulatory burden
- The upcoming [Interoperable Europe Act](#) – through the interoperability assessment instrument – will incentivize digital-ready policymaking
- Digital-ready policymaking offers benefits like:
 - enhanced policy coherence
 - more timely and less costly policy implementation
 - room for experimentation & future-proofing
 - more consistent and interoperable policy IT landscape

Where are you from?



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What is your professional background?



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What is your
experience with
digital-ready
policymaking?

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What are your
expectations for
the webinar?



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Germany's approach to digital-ready legislation

Federal Ministry of the Interior and Community Germany
DigitalService Germany

Germany's approach to digital-ready policy-making

November 2023 BLSI Virtual Breakfast
“The Digital-ready Checks across the EU”

Federal Ministry of the Interior and Community Germany
DigitalService Germany
November 30th 2023

Presenting Germany's approach to digital-ready policymaking



Katharina Berndt
BMI | DV | 3



Jakob Häußermann
DigitalService Germany

1. **Mission** of digital-ready policy-making
2. **Political mandate** in Germany
3. **Germany's approach** to digital-ready policy-making
4. First **empirical insights**
5. **Iterative approach** to scale impact
6. **Feedback & questions**

Agenda

Political initiatives become digital projects when implemented

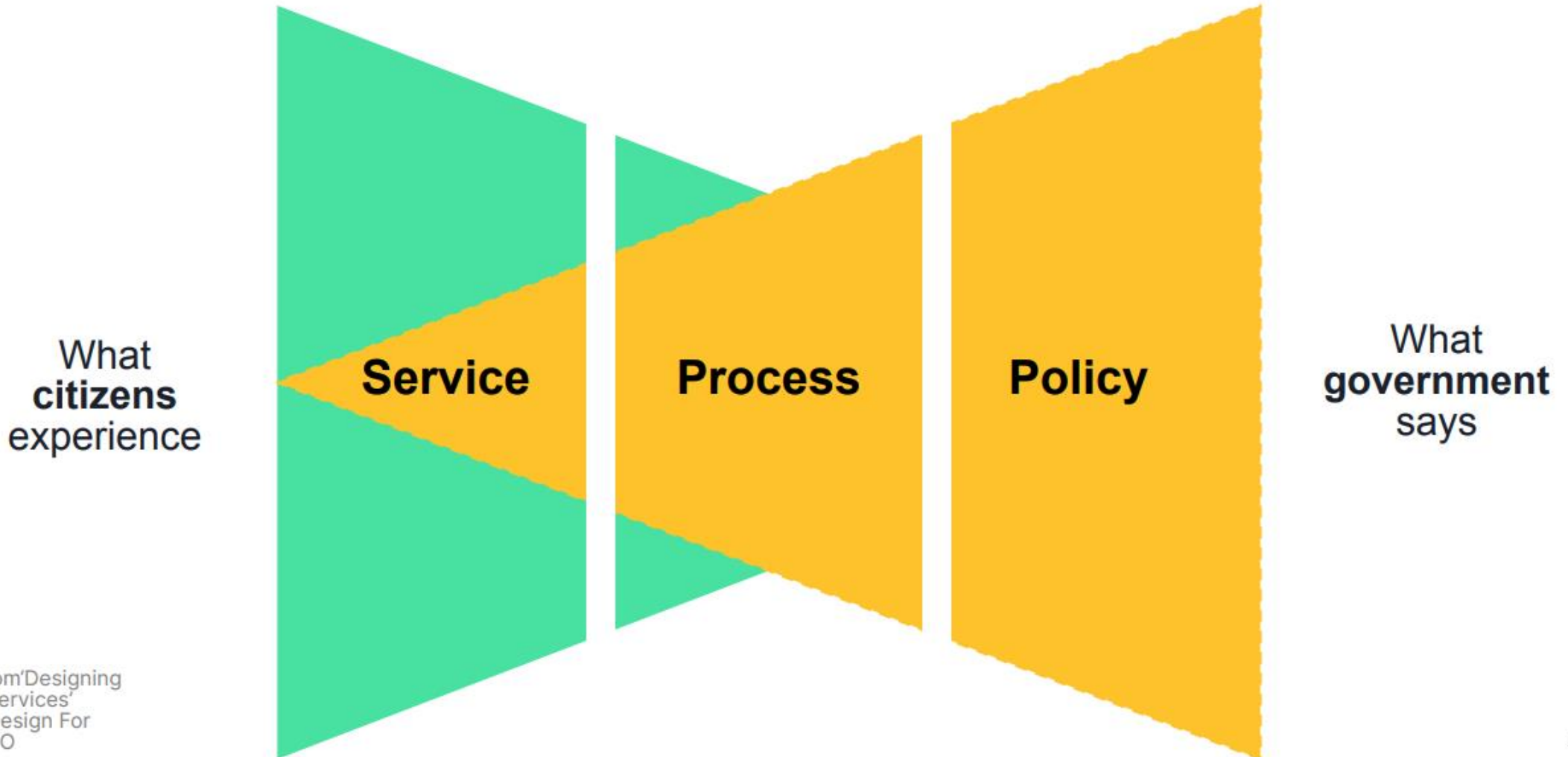
Paying an allowance of 200 EUR as quick and as easy as possible

Student's Energy Price Allowance Act
(Studierenden-Energiepreispauschalengesetz – EPPSG)

Automated payment of child benefits to improve access to the service

Introduction of a new Basic Child Support
(Koalitionsvertrag & Gesetz zur Einführung einer Kindergrundsicherung)

Policies lay the foundations for digital services



The political mandate for digital-ready policy-making in Germany

Coalition agreement 2021 – 2025

In its coalition agreement, the Federal Government committed to improve the quality of new regulations and to “examine the possibility of their digital implementation” early on in the legislative process by introducing a so-called “Digitalcheck”



(Page 9)

Government's Digital Strategy

The basis for digitalization is digital-ready legislation.

New regulations need to take the digital perspective into account right from the start
New regulations need to take the digital perspective into account right from the start.

Amendment of the National Regulatory Control Council Act (2022)

Extended mandate to examine new laws regarding their digital-readiness.

Cabinet Decision on digital-ready policy-making

In August 2023 the Cabinet adopted a resolution on digital-ready policy-making confirming both the governance and the approach (iterative, user-centred, interdisciplinary collaboration across departmental boundaries).

OBJECTIVE:

Promoting an effective and user-centred implementation of political initiatives by digital-ready policy-making.

Implementation:

We enable policy-makers to create digital-ready and practicable regulations through suitable tools and tailored support measures.

Developing and providing suitable tools and tailored support measures for policy-makers

Easy to use guide & instructions

ZUSAMMENGEFASST
Führen Sie die Vorprüfung am **Beginn Ihrer Arbeit an einem Regelungsverfahren** durch, das heißt: vor der Formulierung eines Regelungs-textes.

Wenn Sie sich nicht sicher sind, ob Ihre Regelung einen Digitalbezug aufweist oder nicht, melden Sie sich gerne beim Digitalcheck-Support (ldigitalcheck@digitalenice.bund.de) oder bei Ihrer Ansprechperson im Sekretariat des NKR.

Schritt 1 Vorprüfung

Der Inhalt der Regelung wird voraussichtlich:

**Prinzip 2
Wiederverwendung von Daten und Standards ermöglichen**

Darum ist das wichtig:
Durch die Digitalisierung sind Menschen in- zwischen gewohnt, dass die Komplexität eines Vorgangs hinter einer einfach bedienbaren und verständlichen Oberfläche verschwindet. Dies kann unter anderem durch die Wiederverwendung von Daten und bestehenden Standards oder sogar einzelner Komponenten ermöglicht und unter- stützt werden.

Tipps für Ihr Regelungsverfahren:
Recherchieren Sie für Ihr Regelungsverfahren relevante bestehende Standards, Kompetenzen, Richtlinien, Verfahren zur Datenerfassung, Datenaustauschverfahren (Data-Only-Prinzip) sowie Register und weitere Quellen.

Schafft die Regelung die Voraussetzungen für eine Wiederverwendung von Daten und Standards?
Bitte kreuzen Sie eine der Optionen an und listen Sie zwei bis drei Stichpunkte auf. Verweisen Sie dabei auf die jeweiligen Paragraphen und ggf. auch auf andere anwendbare Regelungen.
Kostenlos heruntergeladen von www.digitalenice.de

Methods & tools for creating regulations



Providing support & hands on assistance

Entwicklung eines Digitalchecks für Gesetze

Ziel des Digitalchecks

Prinzipien

Support via email, phone, online consultation

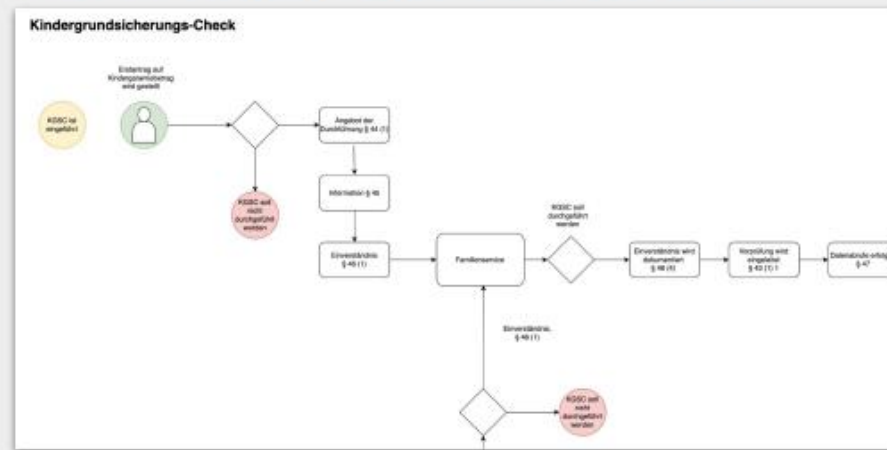
Workshops & supporting selected regulatory projects

Visualisations are a key method for digital-ready policy-making

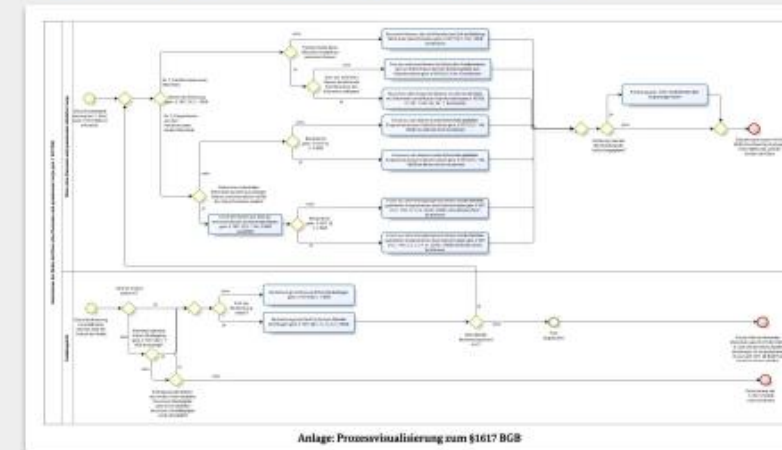
Visualisations for alignment across organisations and levels



Visualisations to understand data flows and to identify logic inconsistencies



Visualisations to facilitate the digital implementation



First insights from one year of digital-ready policy-making in practice

Digitalcheck in Germany 2023

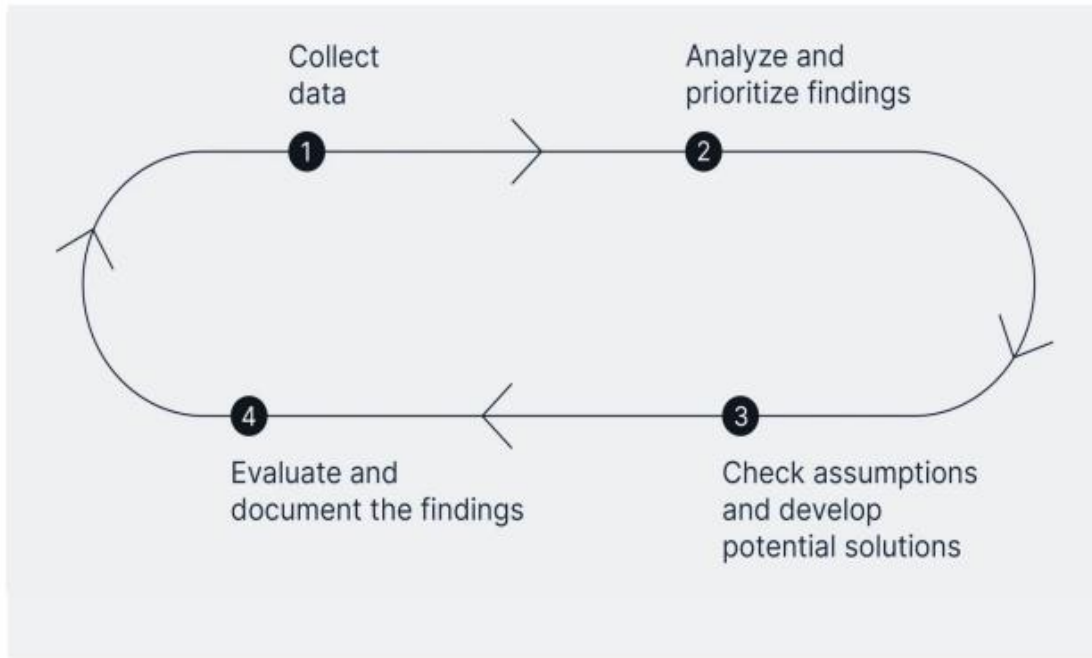
- **Application rate: 83%**
[72 / 87 new laws applied the „Digitalcheck“]
- **>9 workshops** with **>100 participants**
from **>12 ministries**
- **Provided support via hotline, email, online-meetings, workshops**
(61 answered support cases from >10 ministries)

First effects after 10 months in practice

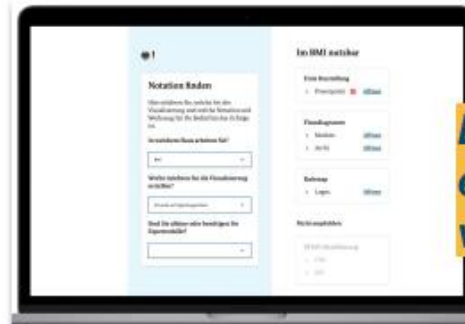
- **Written form requirements** have been removed
[e.g., „Familienstartzeit-Gesetz“]
- **Enabling the reuse of data** (once-only principle)
[e.g., „Kinderzuschlag–Datenabrufverordnung - KiZDAV“]
- Enabling **automatisation** through **clear rules & definition of concepts**
[e.g. „Änderung d. Ehenamens- & Geburtsnamensrechts“]
- **Visualisation are increasingly used**, e.g. for a better understanding of data flows or to facilitate communication with enforcement authorities. .
- In the third quarter of 2023, almost **30%** of relevant new regulations have visualized processes

Iterative development of suitable tools and solutions to increase impact

Four step development cycle



Focus on two approaches



Development of tools to enable policy-makers to visualise new regulations



Set-up of an interdisciplinary taskforce to support policy teams

Thank you!



Get in touch and share your views!
We're happy to hear from you!



Bundesministerium
des Innern
und für Heimat

**Digital
Service**

Digital-Ready Legislation Germany

BMI | DV I 3 | digitalcheck@bmi.bund.de

DigitalService Germany | digitalcheck@digitalservice.bund.de

Further information:

Website (in German)

digitalcheck.bund.de

Digital-Ready Legislation Service-Landscape V7

<https://www.flickr.com/photos/digitalservicebund/52899252596/>

Digitalcheck: Refining the beta version step by step [Blog-Post]

<https://digitalservice.bund.de/en/blog/digitalcheck-refining-the-beta-version-step-by-step>

Using visualizations to create digital-ready legislation [Blog-Post]

<https://digitalservice.bund.de/en/blog/using-visualization-to-develop-digital-ready-legislation>

Bridging the data gap: How we are advancing Digitalcheck – driven by data [Blog-Post]

<https://digitalservice.bund.de/en/blog/bridging-the-data-gap>

Five principles for digital-ready legislation [Blog-Post]

<https://digitalservice.bund.de/en/blog/digitalcheck-five-principles-for-digital-ready-legislation>



**Digital
Service**

Digital-Ready Legislation Germany

BMI | DV | 3 | digitalcheck@bmi.bund.de

DigitalService Germany | digitalcheck@digitalservice.bund.de

Back-up



Bundesministerium
des Innern
und für Heimat

**Digital
Service**

Digital-Ready Legislation Germany

BMI | DV I 3 | digitalcheck@bmi.bund.de

DigitalService Germany | digitalcheck@digitalservice.bund.de

Principles for digital-ready policy-making

Ensure digital communication

Enable re-use of data and standards

Ensure data privacy and information security

Set clear rules for digital implementation

Allow automated processes

The two-step process of Digitalcheck

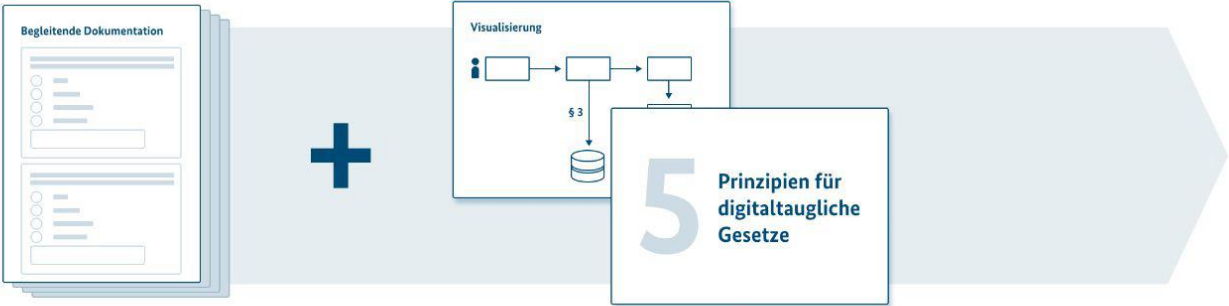
1

Mit der **Vorprüfung** prüfen Sie, ob Ihr Regelungsvorhaben Digitalbezug hat.



2

Bei positiver Vorprüfung: Sie erarbeiten eine digitaltaugliche Regelung mithilfe der begleitenden Dokumentation sowie unterstützender Methoden.



Recherche, Vorarbeit

Erarbeiten der Regelung

Haus-
abstimmung



The two-step process of Digitalcheck

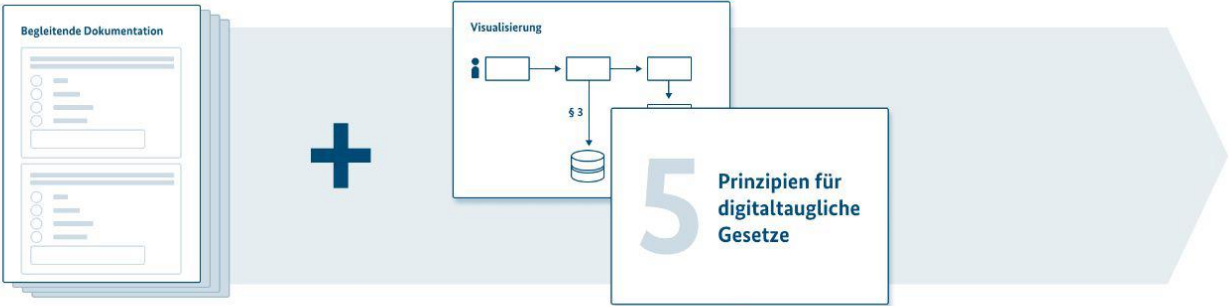
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Recherche, Vorarbeit

Erarbeiten der Regelung

Haus-
abstimmung



obligatory

Pre-check

The pre-check identifies those regulatory projects that do not have a digital dimension.

ZUSAMMENGEFASST

Führen Sie die Vorprüfung **am Beginn Ihrer Arbeit an einem Regelungsvorhaben** durch, das heißt: vor der Formulierung eines Regelungstextes.

Wenn Sie sich nicht sicher sind, ob Ihre Regelung einen Digitalbezug aufweist oder nicht, melden Sie sich gerne beim Digitalcheck-Support (digitalcheck@digitalservice.bund.de) oder bei Ihrer Ansprechperson im Sekretariat des NKR.

Schritt 1 Vorprüfung

Titel der Regelung

Der Vollzug der Regelung wird voraussichtlich:

- ... eine Anpassung oder Neuentwicklung einer IT-Lösung zur Folge haben.
- ... Verpflichtungen für Beteiligte* zur Folge haben.
- ... einen Datenaustausch oder eine Wiederverwendung von Daten zur Folge haben, oder könnte durch diese vereinfacht werden.
- ... Interaktion und/oder Kommunikation zwischen Beteiligten* zur Folge haben.
- ... durch (Teil-)Automatisierung und/oder digitaler Dokumentation verbessert bzw. erleichtert.
Sollte eine oder mehrere dieser Aussagen zutreffen, führen Sie einen erweiterten Digitalcheck durch. Bitte verwenden Sie dafür die unter Schritt 2 aufgeführten Methoden sowie die begleitende Dokumentation.
- Der Vollzug der Regelung wird voraussichtlich durch digitale Möglichkeiten nicht verbessert oder erleichtert.
Sollte nur diese Aussage zutreffen, bearbeiten Sie Schritt 2 nicht. Der Digitalcheck ist beendet. Bitte erläutern Sie hier das Ergebnis:

*Beteiligte sind in diesem Zusammenhang Bürgerinnen und Bürger, Einwohnende, die Verwaltung, Unternehmen und weitere Organisationen wie z.B. Vereine.

Das passiert als Nächstes

Übersenden Sie die Vorprüfung an das Sekretariat des NKR. Die für Ihr Haus zuständige Ansprechperson finden Sie hier: www.normenkontrollrat.bund.de/Webs/NKR/DE/der-nkr/sekretariat/sekretariat_node.html

- Hat Ihre Vorprüfung ergeben, dass Ihr Regelungsvorhaben einen **Digitalbezug** aufweist, fahren Sie fort mit Schritt 2.
- Hat Ihre Vorprüfung ergeben, dass Ihr Regelungsvorhaben **keinen Digitalbezug** aufweist, ist Ihr Digitalcheck beendet.

The two-step process of Digitalcheck

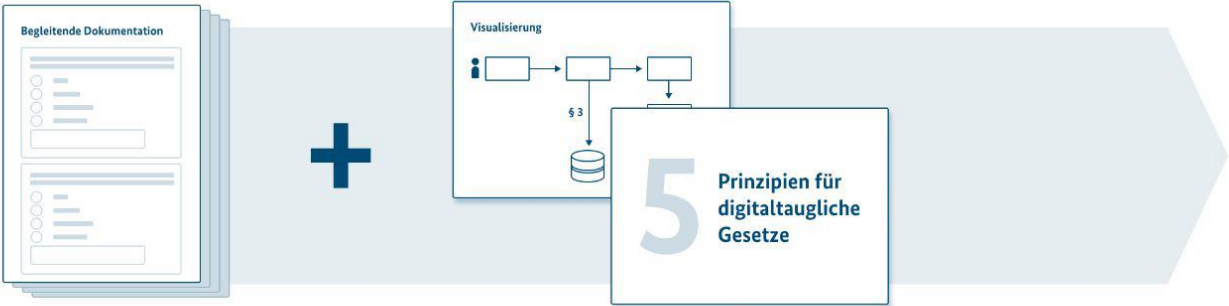
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Recherche, Vorarbeit

Erarbeiten der Regelung

Haus-
abstimmung



obligatory

Supporting documentation

Accompanying the research and drafting process, the documentation helps to consider the various aspects of digital readiness.

die Idee eines Regelungsvorhabens zu strukturieren und systematisch neue Bereiche und Ideen zu identifizieren. Das Arbeitsblatt können Sie auf der Digitalcheck-Webseite herunterladen.

Funktionsweise und Hintergrund der Prinzipien können Sie in diesem Blogbeitrag lesen: digitalservice.bund.de/blog/digitalcheck-fuenf-prinzipien-fuer-digitaltaugliche-gesetze

Visualisieren Sie den Vollzug der Regelung

Sie können die Auswirkungen der Regelung für Betroffene* und die Umsetzung durch die Akteure des Vollzugs einfacher verstehen, wenn Sie den Vollzug skizzieren – Zusammenhänge werden sichtbar und Sie können Möglichkeiten der Digitalisierung in der Umsetzung identifizieren. Beginnen Sie die Arbeit mit der Visualisierung vor der ersten Textarbeit, um Aspekte der Digitaltauglichkeit frühzeitig zu erkennen und bei der Verschriftlichung Ihrer Regelung berücksichtigen zu können.

Wobei helfen Ihnen Visualisierungen?

Die Visualisierung hilft Ihnen, komplexe Sachverhalte zu strukturieren und dadurch schneller und intuitiver erfassbar zu machen.

- Beim Erstellen der Visualisierung setzen Sie sich bereits mit digitalen Möglichkeiten und neu entstehenden Lösungsräumen auseinander.
- Digitale Möglichkeiten schaffen und erfordern andere Prozesse und Wirklogiken, die sich gut visuell abbilden lassen (z. B. Zusammenfassung von Schritten durch Automatisierung, Datenabgleich, Entscheidungslogiken).
- Eine Visualisierung hilft Ihnen Logikbrüche,

*Von der Regelung Betroffene sind jene, die selbst Zielgruppe der Regelung sind oder für die sich Rahmenbedingungen durch die Regelung ändern.

Medienbrüche, Inkonsistenzen, offene Verfahrensenden, Schleifen, uneinheitliche Rechtsbegriffe und mögliche zu vermeidende Schriftformerfordernisse zu erkennen.

So fangen Sie an

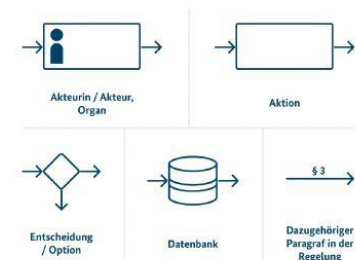
Es gibt unterschiedliche Arten der Visualisierung. Je nach Zielsetzung eignen sich beispielsweise Nutzerreisen, Entscheidungsbäume, Datenflüsse oder Prozessmodellierungen (z. B. nach BPMN oder FIM-Methodik). Um den Vollzug einer Regelung zu visualisieren, empfehlen wir die Arbeit mit einem Flussdiagramm.

Notieren Sie die am Vollzug Beteiligten und deren Aktionen. Fragen Sie sich:

- Welche Akteure sind beteiligt? (z. B. Bürger oder Bürgerin, eine Behörde, ein System, eine Applikation)
- Welche Aktionen passieren? (z. B. prüft Angaben, sendet Daten)
- Wann passiert etwas? (z. B. zeitliche oder prozessuale Abhängigkeit)
- Wo passiert etwas? (z. B. Medium, Format, Ort, Datenbank)
- Warum passiert etwas? (Hinweis auf den Paragraphen)

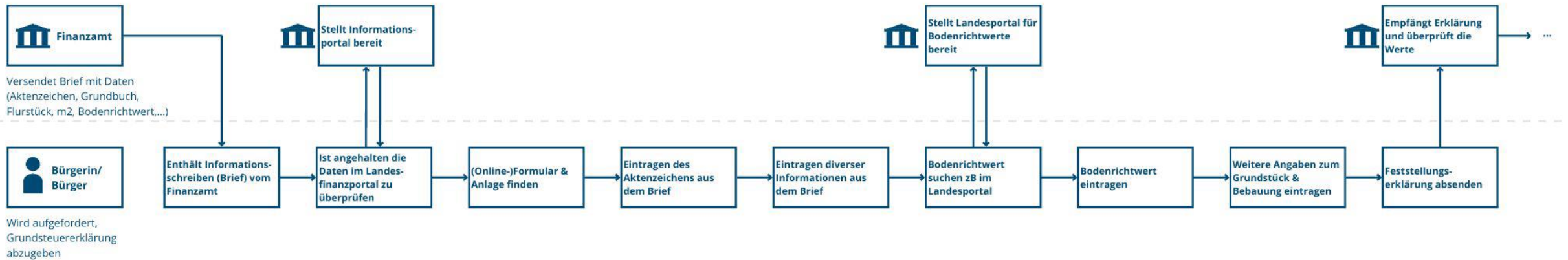
Der Start mag Ihnen leichter fallen, wenn Sie als Basis eine zeitliche Abfolge wählen.

Hier sind einige Elemente, die Sie nutzen können:



Visualizing regulatory processes using the supporting documentation

Status Quo



obligatory

Supporting documentation

Accompanying the research and drafting process, the documentation helps to consider the various aspects of digital readiness.

Prinzip 2

Wiederverwendung von Daten und Standards ermöglichen

Darum ist das wichtig:

Durch die Digitalisierung sind Menschen in- zwischen gewohnt, dass die Komplexität eines Vorgangs hinter einer einfach bedienbaren und verständlichen Oberfläche verschwindet. Dies kann unter anderem durch die Wiederverwendung von Daten und bestehenden Standards oder sogar einzelner Komponenten ermöglicht und unterstützt werden.

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Schafft die Regelung die Voraussetzungen für eine Wiederverwendung von Daten und Standards?

Bitte kreuzen Sie eine der Optionen an und listen Sie zwei bis drei Stichpunkte auf. Verweisen Sie dabei auf die jeweiligen Paragraphen und ggf. auch auf andere anwendbare Regelungen.

Zum Beispiel: "Datenstandard definiert siehe § 3a, rechtliche Voraussetzung zum Datenaustausch geschaffen, siehe § 3b".

- Ja
- Nein
- Teilweise
- Nicht relevant

Begründung (optional):

Q&A



Use the chat

Submit your questions in writing by using Slido or Webex



Raise your hand

Let us know if you would like to voice your question live



Go to <https://www.sli.do/>

Use the code **#7867 508**



The digital-ready checks@EC

Digital-ready Policymaking Team,
European Commission, DIGIT.B.2

Digital-ready policymaking in the European Commission



Digital transformation is a political priority and digital-ready policymaking supports said priority.

Better Regulation Agenda (2021)

More emphasis on digital considerations in the Better Regulation Communication:

- Identification of opportunities to simplify laws, streamline procedures and eliminate unnecessary burdens, e.g., by means of looking for digital solutions
- Application of the 'digital-by-default' principle

Advancing the digital transition through digital-ready policymaking described in Better Regulation Tool #28

European Commission Digital Strategy (2022)

- Digital-ready EU policymaking is one of the Strategy's specific objectives
- Follow-up actions (such as awareness raising and training activities)

Digital-ready offering

DIGITAL-READY CHECKS

- A survey structured around the six key components of digital-ready policymaking, making it easier to pinpoint areas for improvement.

SUPPORT SERVICE PILOT

- Advice and awareness raising around the whole policy cycle within the EC for EC stakeholders.

TRAINING

- Continuously growing training path

OTHER

- Digital-by-default principle must be assessed for preferred option and the Regulatory Scrutiny Board checks that

Better Regulation on digital-ready policymaking

The digital-ready checks are based on **Tool #28 of the Better Regulation Toolbox** which tackles the topic of digital-ready policymaking.



Enabler:
Multidisciplinary teams



1.
User-centric processes
ready for automation



2.
Alignment with digital
policies



3.
Once-only principle and
reuse of data




4.
Evolving ICT landscape



5.
Innovation and digital
technologies






6.
Digital-ready drafting

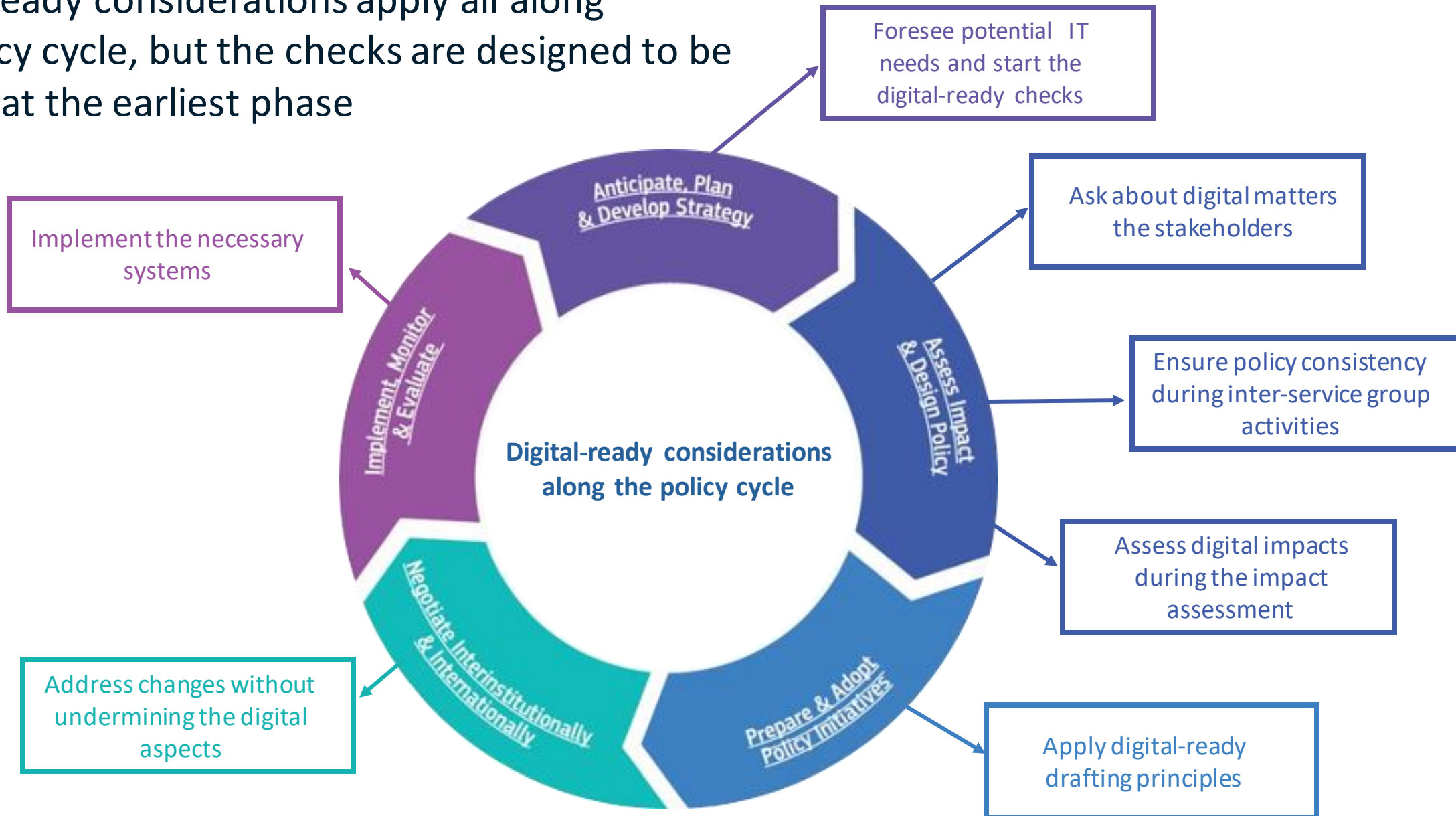


The main objective of the digital-ready checks is to raise awareness and help implement digital-ready guidance.

In particular, they aim to support in:

-  Assessing the **digital-readiness** of your policy and **propose a set of actionable recommendations** to improve it, as well as **directing to the relevant services** that can support you in the process
-  Identifying the **mandatory digital requirements of Better Regulation** that need to be addressed
-  Assessing the need of an **Interoperability Assessment** and/or an **ICT Impact Assessment** for your policy

Digital-ready considerations apply all along the policy cycle, but the checks are designed to be applied at the earliest phase



Digital-ready checks@EC



Designed in the form of **quiz via EUSurvey**



Based on **multiple choice questions**, it will be possible to **view the outcome in the results section**



Est. 20 minutes to complete



Structured around the **6 components** of digital-ready policymaking

Pages

Introduction

User-Centric processes ready for automation

Alignment with digital policies

Once-only principle and reuse of data

Evolving ICT landscape

Innovation and digital technologies

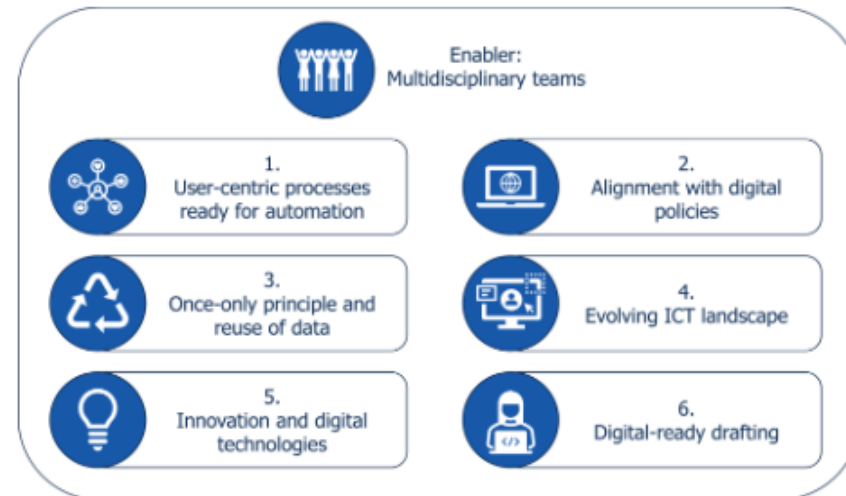
Digital-ready drafting

Conclusion

Introduction

According to Better Regulation Toolbox Tool #28, "policies (and legislative acts) are digital-ready if they enable smooth and digital-by-default policy implementation through best use of digital technologies and data".

The figure below presents the **six components and the enabler of digital-ready policies**. Each component is presented in the relevant section throughout the survey.



Structure of the Digital-ready checks

- ! The number of questions to reply may vary depending on the answer provided to a given question as some of them present a **dependency**. For example:

Q1. Have you identified the business processes that are or will be affected by your policy initiative, for administrations, businesses and citizens?

YES



Q2. Have you considered how the business processes can be modified having the users' needs in mind? Have you asked the affected stakeholders for their needs to optimise processes?

NO



Q2 will not appear and you will answer directly Q3

Results

Based on the answers given, the digital-ready checks will provide policy officers with:

- for each question, a **set of recommended actions** that could improve the digital-readiness of their policy initiatives
- The mandatory digital requirements of Better Regulation that need to be addressed
- Whether it is likely they will need to carry on an ICT Impact Assessment and/or an Interoperability Assessment



Consult the **repository of existing legislation and policies in the digital domain** from the European Commission







Ensure that the **stakeholder consultations** explicitly cover **digital aspects**



Contact your **Local Data Correspondent, EC Data Advisory Service, Data Protection Coordinator and the Evidence Transparency Service**

The digital-ready checks are in development, and the tool currently **presents limitations**

-  It requires the users to place themselves in the digital-readiness scale.
-  We are working on improving the user experience and therefore we have been developing a user journey to visualize the process.
-  The context is in continuous evolution – i.e. the guidelines on Interoperability Assessments are currently being co-designed with Member States. The recommendations will depend on this and other factors
-  We have been adopting an **iterative approach**, observing MS experiences

In the following slides, we will present an initial User Journey, that we wanted to test with you, restricted to the first two components



User persona Dr. Elena Costa

- Nationality: Portuguese
- Role: Healthcare Policy Specialist
- Organization: DG SANTE – European Commission

Elena is a medical doctor with a specialization in healthcare policy. She brings a blend of medical expertise and policy acumen to her role.

Dr. Costa is known for her ability to bridge the gap between medical knowledge and healthcare policies within the European Union.

Her work revolves around promoting health and wellness, ensuring healthcare accessibility, and improving the overall well-being of European citizens through evidence-based policies and medical insights.

Initiation

- Dr. Elena Costa is in charge of a policy team at DG SANTE.
- The EC has committed to enhance the accessibility to healthcare services across the EU
- She also became aware that as of next year, before taking a decision on new or substantially modifying the binding requirements of trans-European digital public services that have effect on cross-border interoperability, it will be mandatory to carry on an interoperability assessment
- Her team is not sure whether their policy proposal would have such an effect and she is looking for more information on the matter





Guidance

- Fortunately, DG DIGIT has introduced an online tool designed to facilitate the iterative improvement of policy proposals and identifying the requirements of Better Regulation concerning digital aspects and interoperability assessments: the **digital-ready checks**.
- This tool offers suggestions and recommends potential next steps for the team as they work towards refining the proposal.
- The tool also supports them in identifying the relevant services that could help them along the way.

Survey-taking

- Taking charge of the policy proposal, Elena initiates the process within the tool using her corporate account, assigning the file to herself and her unit.
- She begins the survey, fills in some contextual information, and navigates through questions involving the six digital-ready policymaking components.
- In a collaborative effort, Elena engages her team, seeking their expertise in their respective fields and collectively progressing through the various steps of the process.

Digital-Ready Checks version 3.00

Fields marked with * are mandatory. ✕

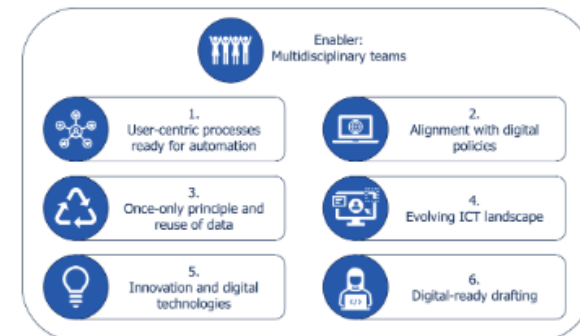
Pages

Introduction User-Centric processes ready for automation Alignment with digital policies
Once-only principle and reuse of data Evolving ICT landscape Innovation and digital tech
Digital-ready drafting Conclusion

Introduction

According to Better Regulation Toolbox Tool #28, "policies (and legislative acts) are digital-ready if they enable smooth and digital implementation through best use of digital technologies and data".

The figure below presents the six components and the enabler of digital-ready policies. Each component is presented in the throughout the survey.



Digital-ready checks@EC

Component 1 - User-centric processes ready for automation

Policies aim to address real-life problems by selecting appropriate actions to move towards desired policy goals. By doing so, **policies affect existing processes** that involve citizens, businesses and administrations alike. Policymakers should **analyse stakeholders' business processes to identify opportunities for simplification and automation** with the help of digital technologies thus cutting administrative burden. During such analysis, they are invited to consult stakeholders and put the affected users at the centre.

- Elena and her team start with the first component: user-centric processes ready for automation.

Digital-ready checks@EC

* Q1. Have you identified the business processes that are or will be affected by your policy initiative, for administrations, businesses and citizens?

- Yes
- No

- Luckily, in the team there is Miroslav, a seasoned business analyst.
- They work on identifying such processes and proceed to the next step.

Yes – 1pt

Next steps:

- Identify which of the business processes (may) have a digital dimension. Among these processes, which are new and which already exist.
- Explore innovative solutions that could simplify the process in place.
- Ensure you gather all the relevant expertise in your team and regularly consult these experts during the digital-ready policymaking journey.

No – 0pt

Actions to take:

- Ensure you gather all the relevant expertise in your team and regularly consult these experts during the digital-ready policymaking journey.
- Reach out to the relevant stakeholders to identify the affected business processes.

Digital-ready checks@EC

* Q2. Have you considered how the business processes can be modified having the users' needs in mind? Have you asked the affected stakeholders for their needs to optimise processes?

- Yes
- No

- With the help of Miroslav, they model the business processes involved and they consult stakeholders about their needs.

Yes – 1pt

Next steps:

- Ensure that stakeholders' needs are fully integrated into the design of the policy initiative, and that the resulting business processes are optimised to meet their needs. Use stakeholders' feedback to identify opportunities for simplification and automation of business processes.
- Consider creating a user journey or other visualisation of the business processes to help stakeholders understand and provide feedback on the proposed changes.
- Continuously and iteratively seek stakeholders' feedback throughout the implementation of the policy initiative, to ensure that any issues or concerns are addressed in a timely manner.

No – 0pt

Actions to take:

- Engage with affected stakeholders as soon as possible to understand their needs and requirements. Following the Better Regulation guidance, use a variety of methods to gather stakeholder feedback, such as interviews, surveys, and focus groups, to ensure that a broad range of perspectives is represented.
- Consider creating user journeys or other visualisation of the current business processes to help stakeholders understand and provide feedback on the proposed changes. Incorporate stakeholders' feedback into the design of the policy initiative and modify business processes accordingly.
- Continuously and iteratively seek stakeholders' feedback throughout the implementation of the policy initiative, to ensure that any issues or concerns are addressed in a timely manner.

Digital-ready checks@EC

* Q3. In your view, could your initiative – and the underlying business processes – benefit from any form of digitalisation?

- Yes
- No
- I don't know

- They are not sure whether the initiative would benefit from digitalization.
- They tick "I don't know"

Yes - 1pt

Next steps:

- Ensure that the stakeholder consultations explicitly cover digital aspects (Better Regulation requirement).
- Invite DG DIGIT and DG CNECT in the inter-service group (if any).
- In case you run an Impact Assessment: Duly assess the ICT impacts there; and
- Analyse the 'digital-by-default' principle for the preferred option as required by Better Regulation and monitored by the Regulatory Scrutiny Board.

No – 0pt

Action to take:

- Please be aware of the importance of digitalisation and be ready to prepare a sound justification for its absence.
- In case you run an Impact Assessment, analyse the 'digital-by-default' principle for the preferred option as required by Better Regulation and monitored by the Regulatory Scrutiny Board, even if your initiative may not benefit from digitalisation.

I don't know – 0pt

Action to take:

- Please contact your DG's IT team or the [digital-ready policymaking support service](#).

Digital-ready checks@EC

Component 2 - Alignment with digital policies

Policymakers should assess the **consistency and interaction of their policy with existing legislation and ongoing policy developments**, especially for cross-cutting digital policies (e.g., for digital identity, open data, etc). They should also assess the alignment between their policy and the [European Interoperability Framework](#) to promote digital consistency and digital transformation.

- After having completed component 1, they move towards the second component: alignment with digital policies

Digital-ready checks@EC

* Q5. Have you checked existing and ongoing digital legislation and policy developments, to identify consistency and overlaps with your policy initiative and explore how to make the best use of these digital policies? Have you consulted relevant sources, such as the digital policies repository, to inform your analysis?

- Yes
- No

- During the years, Elena's team has gained an overview of the existing policies in the digital policy domain. As they want to check the current legislative landscape, they consult the repository of existing legislation and policies in the digital domain and identify the points of contact with their policy initiative, adjusting their proposal accordingly.
- They tick yes, and move to the next question

Yes - 1pt

Next steps:

- Reflect this assessment in the Impact Assessment (if any) and in the draft act (e.g. explanatory memorandum).
- Pay attention to consider how your initiative contributes to achieving the European way for digital society and economy and explain that in the explanatory memorandum of your initiative (Better Regulation requirement).
- Explain how overlaps and complementarities will be addressed by the policy in the final proposal.
- If relevant, invite DG CNECT and DG DIGIT in the inter-service group (if any), and/or contact the policy officers responsible for the digital policies that your policy would build on or relate to.

No – 0pt

Actions to take:

- Consult [the repository of existing legislation and policies in the digital domain](#) from the European Commission.
- Pay attention to consider how your initiative contributes to achieving the European way for digital society and economy and explain that in the explanatory memorandum of your proposal (Better Regulation requirement).

Digital-ready checks@EC

* Q6. Have you identified relevant EU and international standards that can be linked to your policy initiative so as to ensure consistency?

- Yes
- No

Incorporating relevant EU and international standards into your policy can help enhance its effectiveness, promote compliance, and facilitate international cooperation. Therefore, it is an important step in the policy development process. It is also key to align with existing standards since these are crucial for avoiding potential legal and technical issues. For more information, please consult 'The choice of policy instruments' Better Regulation tool.

- Elena's team is not aware of existing standards for the transmission of data in the healthcare domain.
- They tick 'No' and move to the next question

Yes – 1pt

Next steps:

- Evaluate the identified standards and select the ones that best fit your policy objectives.
- Incorporate the selected standard or specification into your policy initiative, ensuring that it is consistent with other relevant policies and regulations.

No – 0pt

Actions to take:

- Consult with relevant experts or authorities to obtain information on the relevant standards.
- Consult the databases of the European standardisation organisations to find standards relevant to your policy.



The rest of the survey

- The team proceeds with the survey throughout the different components, discussing the various aspects and selecting "*I don't know*" when available and relevant.

The complete set of questions in the survey, together with the recommended actions, are available in the annex section of these slides.

Summary

Your Score 6

Maximum Score 12



Section	Score for this Section	
Component 1 - User-centric processes ready for automation	1/3	
Component 2 - Alignment with digital policies	1/2	
Component 3 - Once-only principle & reuse of data	3/5	
Component 6 - Digital-ready drafting	1/2	

Consultation of the results

- After having finished to compile the survey with the support of her team, Elena clicks on submit and can now visualize the results.
- She receives a score of 6 out of 12 - 50%. That would place her between a 'Fair' and 'Good' digital-readiness index.
- This suggests that her policy proposal could be more digital-ready

1. Digital-readiness of your policy design

Please check your score and compare it to the attainable maximum score below. Depending on their ratio, the level of digital-readiness of your policy initiative is:

- 0-25% (*Low*): Your policy design is not digital-ready yet. We suggest you taking actions as proposed per question below and run the Digital-ready checks again in a few weeks' time to savour your progress.
- 25-50% (*Fair*): Your policy design has some digital-ready elements, but you probably need to explore more in depth some of the components of digital-ready policymaking.
- 50-75% (*Good*): Your policy design includes digital-ready elements. Check the proposed next steps per question below to aim for excellence.
- 75-100% (*Excellent*): Your policy design duly considers the components of digital-ready policymaking.

Q5. Have you checked existing and ongoing digital legislation and policy developments, to identify consistency and overlaps with your policy initiative and explore how to make the best [more...](#)

Your answer

✔ Yes

Next steps:

- Reflect this assessment in the Impact Assessment (if any) and in the draft act (e.g. explanatory memorandum).
- Pay attention to consider how your initiative contributes to achieving the European way for digital society and economy and explain that in the explanatory memorandum of your initiative (Better Regulation requirement).
- Explain how overlaps and complementarities will be addressed by the policy in the final proposal.
- If relevant, invite DG CNECT and DG DIGIT in the inter-service group (if any), and/or contact the policy officers responsible for the digital policies that your policy would build on or relate to.

1 out
of 1
points



Q6. Have you identified relevant EU and international standards that can be linked to your policy initiative so as to ensure consistency?

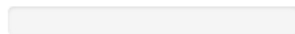
Your answer

✘ No

Actions to take:

- Consult with relevant experts or authorities to obtain information on the relevant standards.
- Consult the databases of the European standardisation organisations to find standards relevant to your policy.

0 out
of 1
points



Actionable recommendations

- Elena's teams goes through the results of the survey and identifies the suggested actions, such as evaluating how the initiative contributes to achieving the European way for digital society and economy and preparing a justification for the explanatory memorandum of the initiative
- Additionally, the contact the suggested services asking for support when relevant

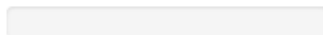
Q3. In your view, could your initiative – and the underlying business processes – benefit from any form of digitalisation?

Your answer **✘** I don't know

Action to take:

- Please contact your DG's IT team or the [digital-ready policymaking support service](#).

0 out
of 1
points



2. Digital requirements of Better Regulation to address

Please note that in line with the Better Regulation requirements and irrespective of your Digital-ready checks' results, you have to:

- assess the preferred option in your Impact Assessment (if any) according to the 'digital-by-default' principle; and
- explain in the explanatory memorandum accompanying your legislative proposal how your initiative contributes to achieving the European way for a digital society and economy.

*IF YOU ANSWERED **YES TO Q3** (In your view, could your initiative – and the underlying business processes – benefit from any form of digitalisation?) you have to ensure that the stakeholder consultations explicitly cover digital aspects.*

3. Need for assessing the ICT impacts of your policy file

*IF YOU ANSWERED **NO TO Q3** (In your view, could your initiative – and the underlying business processes – benefit from any form of digitalisation?)*

You do not need to assess the ICT impacts of your policy file, as your initiative may not benefit from digitalisation in your opinion. In view of the importance of digitalisation, be ready to prepare a sound justification for its absence.

*IF YOU ANSWERED **YES TO Q3** (In your view, could your initiative – and the underlying business processes – benefit from any form of digitalisation?)*

You need to assess the ICT impacts of your policy file; however the depth of this assessment depends on the level of digitalisation foreseen by your initiative:

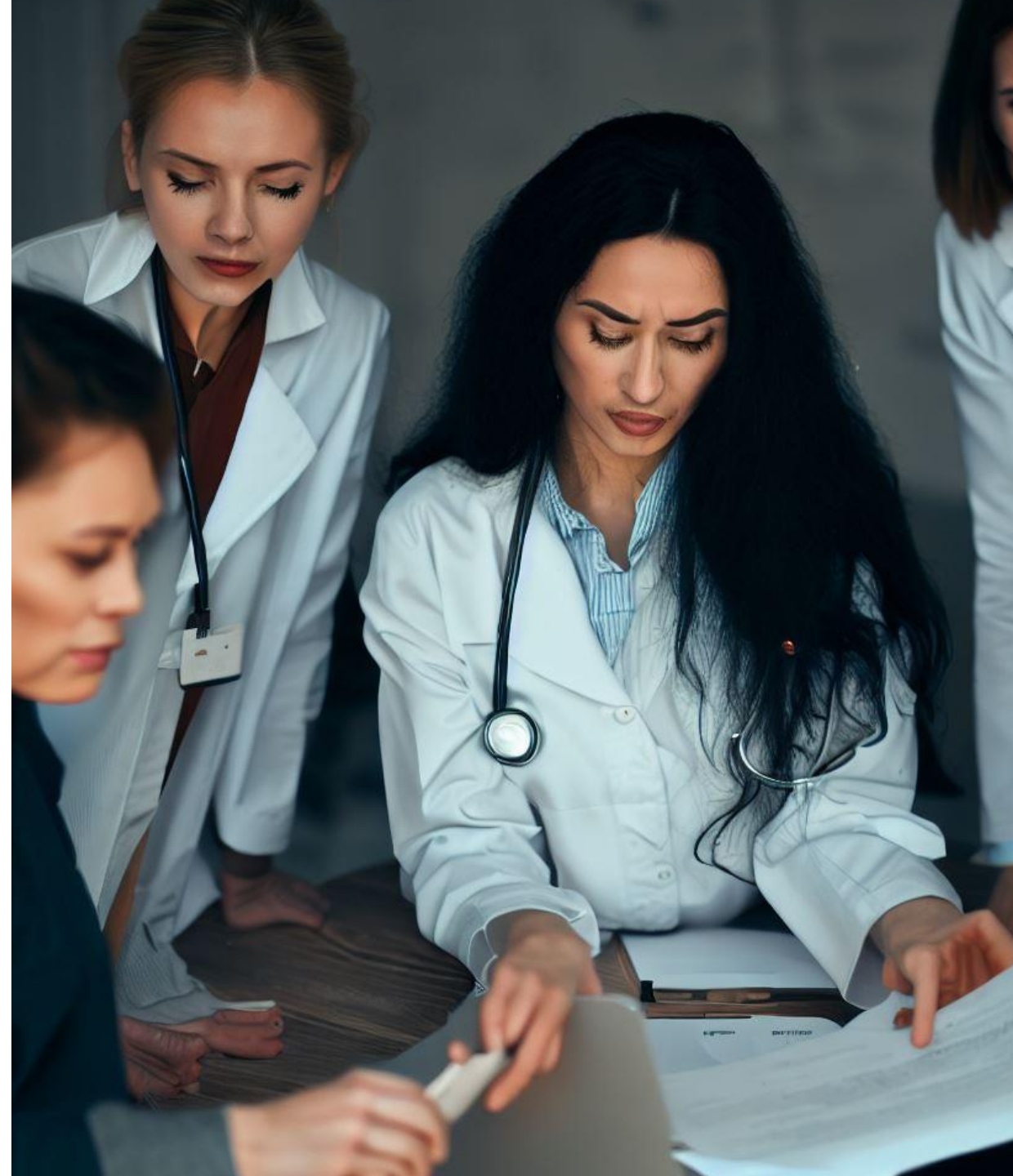
- if existing or new digital solutions or technologies are in the heart of your initiative, then you should go for an in-depth assessment of the ICT impacts, potentially supported by an IT feasibility study and captured in the Impact Assessment (if any);
- if you consider only some light-weight digitalisation in your initiative (like publishing information on a website), you can leave the assessment of their implementation impacts after the policy design. Be mindful though to draft your legal act in a technology-neutral manner to leave room to opt for the best digital solution during the implementation phase.

Digital requirements of Better Regulation

- As they answered 'I don't know' in Q3, they are invited to contact the DG's IT team or the digital-ready policymaking support service
- If they find out that the initiative would benefit from digitalization, they would be required to assess ICT impacts of the policy file
- As the initiative concerns public services and could potentially involve cross-border data flows, Elena learns that it is likely that the policy initiative will have to include an Interoperability Assessment

Retaking the survey

- Periodically, the team retakes the survey.
- Every time they click on the results, they receive information on the available support services that could help them in refining their proposal.



First iteration's feedback

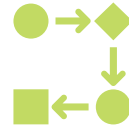
It focused on the improving the user experience



Developing a user journey to visualize the policy design process



Simplifying and providing explanation on the terminology



Providing a shorter survey, by adopting a two-step approach



Suggesting more actionable and easily understandable recommendations



Transforming the tool into a living survey that would allow for iterative approach

Q&A



Use the chat

Submit your questions in writing by using Slido or Webex



Raise your hand

Let us know if you would like to voice your question live



Go to <https://www.sli.do/>

Use the code **#7867 508**



Conclusions & Next Steps

The Digital-Ready Policymaking
Team, DIGIT B2

Join our BLSI Community



Stay tuned for the upcoming:

Community gathering on shaping DRPM community
Coffee Talk on Law as Code
In early 2024



Join our ongoing discussions on:

- [Share your needs or ideas with the DRPM Community!](#)
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*BLSI = Better legislation for smoother implementation
(soon to be rebranded as digital-ready policymaking)
community*

Join us on [JoinUp!](#)



interoperable europe

innovation ∞ govtech ∞ community

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DIGIT-INTEROPERABILITY@ec.europa.eu



<https://joinup.ec.europa.eu/collection/interoperable-europe/interoperable-europe>

The background features a complex, symmetrical pattern of glowing green and blue lines and particles. The lines form a central, diamond-like shape that tapers towards the left and right edges. The particles are scattered throughout, creating a sense of depth and movement. The overall color palette is dominated by dark blue, with vibrant green and blue highlights.

Thank you

Component 3 - Once-only principle & reuse of data

Policymakers should ensure that the proposed initiative upholds the **Once-Only principle**, which means that citizens and businesses provide data only once to public administrations, while public administration bodies take actions to share and reuse these data at regional, national or EU level – always in respect of data protection regulations and other constraints.

To this end, policymakers should strive to **reuse concepts** as this helps with consistency and can promote the reuse of data across sectors. When it comes to **collecting data**, policymakers should prioritise the use of existing data managed by the Commission and other public sector organisations in line with the [Open Data Directive](#).

Digital-Ready Checks version 3.01

* Q7. Have you defined what are the information needs to design, implement, and monitor your policy initiative?

- Yes
- No

Yes – 1pt

Next steps:

- Ensure that you are compliant with the Once-Only principle thus prioritise the reuse of existing public sector data when it is allowed by the data needs of your policy initiative.
- Identify reusable concepts where appropriate to promote consistency and reuse of data across sectors.

No – 0pt

Actions to take:

- If in the multidisciplinary team there is a data expert, consult with them about the potential data needs of the policy.
- Contact:
 - [Your Local Data Correspondent](#);
 - [EC Data Advisory Service](#) (in relation to data management and data analytics);
 - [the Evidence Transparency Service](#) (ETS). The ETS assists the DGs in improving the transparency, traceability and accessibility of scientific evidence used in policymaking as required by the better regulation policy.

Digital-Ready Checks version 3.01

* Q8. Have you assessed what data is already available for reuse across policy domains, within the Commission and beyond (from Member States or third parties)?

- Yes
- No

Yes – 1pt

Next steps:

- Ensure that you are compliant with the Once-Only principle thus prioritise the reuse of existing public sector data when it is allowed by the data needs of your policy initiative.
- Identify reusable concepts where appropriate to promote consistency and reuse of data across sectors.

No – 0pt

Actions to take:

- If in the multidisciplinary team there is a data expert, consult with them about the potential data needs of the policy.
- Contact:
 - [Your Local Data Correspondent](#);
 - [EC Data Advisory Service](#) (in relation to data management and data analytics);
 - [the Evidence Transparency Service](#) (ETS). The ETS assists the DGs in improving the transparency, traceability and accessibility of scientific evidence used in policymaking as required by the better regulation policy.

Digital-Ready Checks version 3.01

* Q9. Have you considered reusing concepts and aligning with those in related policy sectors?

- Yes
- No

A concept represents a set or class of entities or 'things' within a policy domain (e.g., income). Reusing concepts leverages semantic technologies to link with other sources of information.

Maintaining a concept glossary will help you streamline your policy and share the policy domain with other stakeholders.

Yes – 1pt

Next steps:

- Ensure that you are compliant with the Once-Only principle thus prioritise the reuse of existing public sector data when it is allowed by the data needs of your policy initiative.
- Identify reusable concepts where appropriate to promote consistency and reuse of data across sectors.

No – 0pt

Actions to take:

- If in the multidisciplinary team there is a data expert, consult with them about the potential data needs of the policy.
- Contact:
 - [Your Local Data Correspondent](#);
 - [EC Data Advisory Service](#) (in relation to data management and data analytics);
 - [the Evidence Transparency Service](#) (ETS). The ETS assists the DGs in improving the transparency, traceability and accessibility of scientific evidence used in policymaking as required by the better regulation policy.

Digital-Ready Checks version 3.01

* Q10. Have you ensured the reusability of the data sets managed under your policy initiative to the widest extent possible?

- Yes
 No

Ensuring the reusability of your data sets promotes innovation, improves data quality, and fosters collaboration. The [EC's Open Data Policy](#) promotes the reuse of data sets by making them available to the public, free of charge or at minimal cost, in standardised and machine-readable formats.

Yes – 1pt

Next steps:

- When drafting your proposal:
- In the event that personal data is used, make sure that the GDPR is respected.
- Speak with the relevant Data Protection Coordinator on domain-specific rules.
- Avoid clauses limiting the use of the data in the policy initiative.
- During policy implementation:
- Upload the data on the EC Data Catalogue if their licensing conditions allow for it. Ensure that the datasets are open and accessible to the public, unless there are legitimate reasons for confidentiality or restricted access.
- Implement appropriate metadata standards and data quality checks to facilitate the discoverability and usability of the datasets.
- Inform the EC Data Advisory Service and the Local Data Correspondent of the relevant DGs.

No – 0pt

Actions to take:

- Identify any barriers or constraints that currently prevent or limit the reusability of the datasets under your policy.
- Develop a data management plan by establishing data sharing agreements, and ensuring data privacy and security.
- Ensure that you are compliant with the Once-only principle.
- Consult with relevant stakeholders to understand their perspectives on the reusability of the datasets and potential ways to improve it.
- Make sure that the reusable data follow the FAIR principle (findable, accessible, interoperable, and reusable).

Digital-Ready Checks version 3.01

* Q11. When it comes to regulatory reporting requirements, have you reflected on the standardised format, frequency and time of the year when the data should be collected so that this data can be reused?

- Yes
 No

Yes - 1pt

Next steps:

- Ensure that the reporting templates or standards respect pre-existing guidelines or consider adapting these guidelines, if needed, especially to ensure the openness and readability of the data.
- Make sure you set up guidelines to accompany the templates to ensure a uniform interpretation of the data requirements to the collectors.
- If online platforms are considered as a reporting tool, you should contact an ICT expert part of the multidisciplinary team for further advice (e.g. to reuse existing tools from the EC such as CEF building blocks)

No – 0pt

Actions to take:

- Ensure that you set reporting templates or standards that follow pre-existing guidelines where available or consider adapting these guidelines, if needed.
- If the data collection templates are not self-explanatory due to the complexity of the data collection requirements or the various data interpretations that collectors may provide, make sure to include accompanying guidelines.
- If online platforms are considered as a reporting tool, please contact an ICT expert part of the multidisciplinary team (e.g. to reuse existing tools from the EC such as CEF building blocks).

Component 4 - Evolving ICT landscape

When designing policy options with a digital angle, policymakers should involve **IT experts** to analyse the capabilities provided by the **existing IT landscape**. **Reusing existing ICT solutions** could reduce costs and accelerate implementation, especially if they are open source. Consult your DG's IT unit first and eventually DIGIT. To minimise implementation issues, reach out to **decentralised agencies managing IT systems** for the proposed policy and to Member States interacting with such systems.

* Q12. When designing the different technical scenarios, have you considered the reuse of any suitable ICT solutions (and/or components) for example by checking the following platforms:

- [EC building blocks and Reusable Solutions Platform?](#)
- [Interoperable Solutions \(Joinup\)?](#)

Yes

No

Yes – 1 pt

Next steps:

- Contact the owners of the solutions for further information. Points to discuss may include functionality, interoperability, compatibility, scalability, security, support, cost, ownership, intellectual property, implementation, and evaluation metrics.
- Develop an implementation strategy (see the compliance promotion tools of Better Regulation).

No – 0pt

Actions to take:

- Search the repositories for ICT solutions that could provide the necessary capabilities and can be reused.
- Contact your DG's IT Unit and [corporate IT Governance](#) for further information and help.
- If there are no reusable solutions, consider looking at other possibilities on the market (so long as they comply with EU standards and guidelines).
- Building the ICT solution(s) from scratch should be your last resort.

- * Q13. Have you analysed the opportunities, limitations, and potential future technology landscape of the identified ICT solution(s)?
- Yes
 - No

Yes – 1 pt

Next steps:

- If not done yet, contact your DG's IT Unit and/or the [corporate IT Governance](#) and ask for feedback.
- Contact the users/owners of the identified ICT solutions for further information.
- If you decide to move forward with the solution, develop a plan for implementation that includes timelines, resource allocation, and a plan for evaluating the success of the solution over time.

No – 0pt

Actions to take:

- Evaluate the legal, technical, and operational feasibility associated with implementing and maintaining the solution. This can be part of a feasibility study or covered when assessing the ICT impacts.
- Contact your DG's IT Unit and/or the [corporate IT Governance](#) for advice to involve ICT experts to analyse the capabilities provided by the existing ICT landscape.
- Contact the users/owners of the solutions for further information.

* Q14. If your policy includes an existing ICT solution or component which is co-owned by the European Commission or a Member State, have you defined a clear system governance?

- Yes
- No

Yes – 1pt

Next steps:

- Clearly define the role of the European Commission or Member State as the co-owner of the ICT solution. Specify their responsibilities in terms of decision-making, oversight, and strategic direction.
- Identify the roles and mandates of other relevant stakeholders, such as the implementing agency or department responsible for managing the ICT solution, as well as any external entities or contractors involved in its operation.
- Define the accountability mechanisms within the governance structure. This includes specifying reporting lines, performance monitoring, and evaluation processes to ensure that each stakeholder is held responsible for their assigned tasks and objectives.
- Consider the need for an advisory board or steering committee to provide guidance and oversight for the co-owned ICT solution. Define the composition, roles, and responsibilities of such a board, including its function in decision-making and providing strategic guidance.
- Ensure that the defined roles and mandates are consistent with any relevant legal frameworks, regulations, or policies governing the co-ownership of ICT solutions at the European Commission or Member State level.

No – Opt

Actions to take:

- Conduct a comprehensive assessment of the legal implications arising from the co-ownership of the ICT solution, considering any potential legal implications specific to this arrangement.
- Clearly define the roles, responsibilities, and mandates of all relevant stakeholders involved in the governance of the system in your policy text.
- Establish a robust system governance framework that addresses the co-ownership scenario, ensuring effective collaboration, decision-making processes, and accountability among the parties.
- Outline mechanisms for resolving potential disputes or conflicts that may arise due to the co-ownership arrangement.
- Include provisions for ongoing communication and information exchange among all stakeholders to facilitate efficient coordination and collaboration within the co-ownership framework.
- Clearly outline the mechanisms for updates, upgrades, maintenance, and future development of the co-owned ICT solution within the policy text.

Component 5 - Innovation & digital technologies

Digital technologies have the potential to transform the way governments deliver services to citizens and can lead to better outcomes, increased efficiency, and cost savings. As such, digital-ready policies should be **forward-looking**. Moreover, policymakers should consider the cost of phasing out legacy IT systems and ensure that the policy does not hinder innovation and new digital approaches. They should also ensure that they have the right level of **digital skills and IT expertise** in the IT landscape where the policy will be implemented.

* Q15. Have you assessed the opportunities and limitations of the use of innovative digital technologies (including emerging technologies) for your policy's implementation?

- Yes
 No

Yes – 1pt

Next steps:

- Make sure that these are spelled out in the Impact Assessment (if any).
- Consider adding an experimentation clause to your proposal that allow for testing innovative technologies, products, services, or approaches. For more information check the 'Emerging methods and policy instruments' chapter of the Better Regulation Toolbox.

No – 0pt

Actions to take:

- Assess alternative innovative technologies during the early stages of policymaking. If these alternative solutions are disregarded, make sure to document the decision in the Impact Assessment (if any). Otherwise consider adding an experimentation clause to your proposal that allow for testing innovative technologies, products, services, or approaches. For more information check the 'Emerging methods and policy instruments' chapter of the Better Regulation Toolbox.

* Q16. Have you considered including an iterative assessment cycle for the digital solutions during the implementation of your policy?

- Yes
- No

Yes – 1pt

Next steps:

- Make sure that the timeline for the iterative assessment cycles is aligned with the evaluation and monitoring of your policy.

No – 0pt

Actions to take:

- Consider creating a timeline and/or triggers for iterative assessment cycles in line with the evaluation and monitoring of the policy.

Component 6 - Digital-ready drafting

Policymakers should set out **clear rules** in the legislative act while keeping those rules **future-proof** to technical development, may **foster automation**, **enhance regulatory learning on innovation** and **enable smooth digital implementation** in case of digitalisation.

Digital-Ready Checks version 3.01

* Q17. Have you formulated your draft legal act in a future-proof manner by:

- including technical specifications for IT systems only as necessary in the basic act and detail them preferably in secondary legislation or guiding documents instead;
- using technology-neutral wording to avoid lock in to-be-outdated technologies and preventing the uptake of emerging ones; and
- considering setting legal rules around experimentation to allow for regulatory learning (e.g., in regulatory sandboxes)?

- Yes
 No
 I am not yet there

Yes - 1pt

Next step:

- When working on secondary legislation or implementation guidelines, involve technical experts timely. As to semantic and technical interoperability aspects of systems related to public services, [contact DIGIT.B.2](#) for potential support.

No – 0pt

Action to take:

- Identify the general provisions that need to be outlined in the legal text. Focus on providing a framework and guidelines that can accommodate the definition of technical elements in secondary legislation or refer to established international standards.

I am not yet there – 0pt

Action to take:

- In case you are not at the legal drafting stage of your policy design yet, please do run this component of the digital-ready checks later again to fully benefit from its guidance or consult the 'Digital-ready policymaking' chapter of the Better Regulation Toolbox.

Digital-Ready Checks version 3.01

* Q18. Have you formulated your draft legal act to foster automation by:

- using clear and concise language with a specific emphasis on the elements of implementation that could be automated; and
- reusing existing concepts from the policy domain?

Yes

No

I am not yet there

Yes - 1pt

Next steps:

- For more advice on legislative drafting, consult the Joint Practical Guide and/or the Drafter's Assistance Package (DAP) or, more generally, look at DGT's materials on clear writing.
- Maximise the use of objective criteria and minimise discretionary assessments in your legal proposal for further automation potential.
- Use terminology consistently. If reusing concepts, ensure that the definitions align with those provided in other EU legal acts.
- When appropriate, consult semantic vocabularies.

No – 0pt

Actions to take:

- Strive to formulate rules and concepts in a clear, simple, and precise manner. For detailed advice consult the Joint Practical Guide and/or the Drafter's Assistance Package (DAP) or, more generally, look at DGT's materials on clear writing.
- Explore the possibility of simplifying the legal text to allow the use of automation. Word (parts of) the legal text to maximise the use of objective criteria and minimise discretionary assessments.
- Consider whether other EU legislative acts contain concepts and definitions that could be reused. Doing so would ensure the consistent use of terminology across EU jurisprudence.
- Consult semantic vocabularies, as appropriate.

I am not yet there – 0pt

Action to take:

- In case you are not at the legal drafting stage of your policy design yet, please do run this component of the digital-ready checks later again to fully benefit from its guidance or consult the 'Digital-ready policymaking' chapter of the Better Regulation Toolbox.

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- * Q19. Have you formulated your draft legal act to enable smooth digital implementation by:
- defining clear roles and mandates for the governance of IT systems co-owned by the European Commission, its agencies and Member States; and
 - setting entry into force dates that are aligned with the implementation timetable of the supporting information system?

- Yes
 No
 I am not yet there

Yes – 1pt

Next steps:

- Make sure that your governance set-up is clearly explained including the responsibilities of the different entities.
- Further consider the wide array of factors that could affect the implementation timeline that should foresee time for ‘translation’ of the act into IT requirements, organisation of a tender procedure, adapt existing IT solutions or develop new ones, testing and bug fixing, etc.
- Make sure that your legal text does not come into force right after bank holidays, when sufficient IT support may not be available.

No – 0pt

Actions to take:

- Aim to offer a clear governance set-up. Your provisions ought to explain who may/has to do what and when.
- When deciding upon the date of entry into force, consider the wide array of factors that could affect the implementation timeline that should foresee time for ‘translation’ of the act into IT requirements, organisation of a tender procedure, adapt existing IT solutions or develop new ones, testing and bug fixing, etc.
- Make sure that your legal text does not come into force right after bank holidays, when sufficient IT support may not be available.

I am not yet there - 0pt

Action to take:

- In case you are not at the legal drafting stage of your policy design yet, please do run this component of the digital-ready checks later again to fully benefit from its guidance or consult the ‘Digital-ready policymaking’ chapter of the Better Regulation Toolbox.
- This component gave you some insights on how to draft your legal act so that it remains future-proof, fosters automation, and enables smooth digital implementation if you opt for digitalisation.