CHAMBER OF DEPUTIES OF ITALIAN PARLIAMENT

e-Parliament

Pillars of a Parliamentary Knowledge System

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OVERVIEW

- Need of an ICT Department
- Importance of staff training
- Users' requirements role
- First steps in ICT field
- Chamber of deputies Website
- The Four Pillars of Parliamentary knowledge
- First Pillar: Data base of Parliamentary Proceedings
- Second Pillar: Data base of Debates
- Third Pillar: Data base of Bills
- Fourth Pillar: Central Register of MPs and Executive
- The Pillars contents published in the Website
- Getting on

YOUR ICT DEPARTMENT

- You should establish an ICT Department that:
  - should report to the top management
  - should be headed by an official of the same grade as the others Departments heads
- Appropriate fundings should be allocated for equipment, development and training in the yearly budget
- Do not worry about the number of technicians.
- A small group is sufficient in order to:
  - Have a strategic vision and lead the change
  - Carry out the general technical analysis
  - Control the activities you outsource

TRAINING

- Staff training is very important too
  - People have to know what to do and how to do it, keeping abreast of the continous technological developments
  - Training must be part of the annual budget and planning
  - Executives have to attend vocational training too

USERS' REQUIREMENT ANALYSIS

- Careful consideration of the Users' Requirements is of vital importance for a successful implementation of any information system
- Do not think that ICT can solve your organization problems
  - Good organization comes first
- Do not buy technologies, buy ICT services

FIRST STEPS IN ICT FIELD

- Proposal of priority projects
  - Office automation
  - E-mail
  - Surfing the Internet
  - Central Register
  - Library automation
  - Website
- Prerequisites
  - creation of an efficient local network
  - distribution of personal computers
  - staff training
  - Internet connection

CHAMBER OF DEPUTIES WEBSITE (1)

Chamber of Deputies Website
www.camera.it

In the Website everything is:

- publicized
- immediately presented
- stored for ever
- together with documents, reports, photographs, video and sound recordings, ….

CHAMBER OF DEPUTIES WEBSITE (2)

- It is the most important means to interact with citizens
- An essential working tool for MPs, *Chamber* Departments, Parliamentary Groups, Parliamentary press, outside professionals
- About 500,000 monthly users
- About 6,000,000 monthly visited pages
- About 500 e-mails sent monthly to the Webmaster
- Links speed to the Internet: from 2 to 16 Mbit/s in 2003
- In the near future *Chamber* as an autonomous system and up to 32 Mbit/s links speed

CHAMBER OF DEPUTIES WEBSITE (3)

WEBSITE GUIDELINES

- Great speed, accuracy and completeness in making information available
- Swift updates by linking it to Management Information System
- Always available (H24 x 365 days)
- Great openness, objectivity and transparency
- For example, we publish:
  - *Chamber of Deputies* budget
  - MP allowances and staff wages
- Historical information is stored indefinitely

CHAMBER OF DEPUTIES WEBSITE (4)

IMPORTANT INFORMATION SOURCES IN THE WEBSITE

- Video and audio from the Floor
  - Live and recorded files; every sitting is stored for ever
- Verbatim reports of *Chamber* Plenary sittings
  - Draft of speeches are published after 90’ in the Website
- Plenary and Committee sittings convening times
- Press clippings at 9 in the morning
- *Chamber of Deputies* call for tenders
- Notice of competitive examinations for new employees

FOUR PILLARS OF CHAMBER KNOWLEDGE

Four are the most important data bases of Legislative and Documentation Departments:

- Data base of Parliamentary Proceedings
- Data base of Parliamentary Debates
- Data base of Bills
- Data base of the Register of Members of Parliament and Executive

These four data bases are interlinked and form an information system

LEGACY OF THREE MILLION PAGES

- Website was created at the beginning of the 13th Parliament (May 1996) and updated daily since then
- Three million pages of parliamentary reports being scanned from 1st (1948) to 12th (1996) Parliament
- Search indexes are being built from paper catalogues
- First and Second Parliament included in the Website at the end of 2004
- The Four Pillars of the current Parliament are slightly different from the previous ones, because they support Departments' work
- Previous Parliaments data are intended for information and documentation purposes only

FIRST PILLAR: PARLIAMENTARY PROCEEDINGS DATA BASE (1)

- It contains all the most important documents printed by *Chamber of Deputies*
- It is divided into sections, one for every type of document:
  - Hansard and Committees' reports
  - Bills submitted to the *Chamber of Deputies*
  - Committees' Reports on bills
  - Reports submitted by the Executive and other Institutions under the law (DOC series)
  - Dossiers prepared by Documentation Departments about bills under consideration

FIRST PILLAR: PARLIAMENTARY PROCEEDINGS DATA BASE (2)

DATA THAT CHARACTERIZE THE REPORTS

- Each report has its unique bar code and identification data (i.e. sitting number and date, Main Floor or Committee number)
- As to the contents, the main data recorded are:
  - verbatim reports: list of the debates and their topics
  - bills: publishing dates and Committee rapporteurs
  - DOC series: report title and author, submission date
  - dossiers: bills described, Department issuing the dossier, printing date, very short summary

FIRST PILLAR: PARLIAMENTARY PROCEEDINGS DATA BASE (3)

TEXT FORMATS

- Usually texts are both in HTML (with markings) and PDF (with metadata); the Printing Shop directly produces and loads them in the Website by 9 a.m.
- For every Verbatim sitting report there are an index and as many HTLM files as individual procedural stages for every debate
- Usually each PDF report is published both in full (for printing on request) and in segmented files
- Segmented HTML and PDF files presented with headings
- For scanned reports the JBIG2 PDF format is used
- XML will substitute HTML as soon as possible

FIRST PILLAR: PARLIAMENTARY PROCEEDINGS DATA BASE (4)

HTML FILES MARKINGS

- Markings are inserted directly by the Printing Shop using table-driven programs of the printing systems
- For each sitting report, marking tags of the contents of the pages of debates: debate title; procedural stage title; name of the speaker
- For each bill: marking tags of the main sections of the report (for example report author, Committee report, Executive report, bill text) and bill text internal parts (section > paragraph > part > title > and so on)
- Currently testing a special parser to get the bill text marked in accordance to the marking rules approved by the National Centre in the ICT field for the Public Administration (CNIPA) that Parliament and Executive are going to adopt for the bills in their workflow

SECOND PILLAR: DEBATES DATA BASE (1)

DEBATES DATA BASE MANAGED BY THE LIBRARY

- At 9 o'clock in the morning HTML files of the previous day sitting reports are published in the Website
- Afterwards an Intranet web service enables the Library to examine all data automatically extracted from sitting reports
- The Intranet web service uses the marking tags listed above. Moreover it uses semantics in the text in order to:
  - identify the bill or the DOC number
  - attribute a code to the type and topic of the debate and to the procedural stage
  - recognize the position of the speaker, or if he or she is a rapporteur
  - identify segments of the same debate in the same sitting
  - prompt that the debate may have started in a previous sitting
  - identify for each speaker's speech all the report pages and build suitable URLs to these pages

SECOND PILLAR: DEBATES DATA BASE (2)

- The Library task is to validate the Intranet web service prompt or to modify or to complete it
- Usually at noon of the same day the debates are recorded in the DEBATES data base
- This data base can be used to build the <u>document fact sheet</u> setting out the preparatory procedures
- Moreover the extracted data can be added to the management data of these documents

THIRD PILLAR: BILLS DATA BASE (1)

- The BILLS data base is inputted by all Departments involved in the life cycle of the bill
- It contains the characterising data about the BILLS:
  - introduction in Lower House or transmission by the *Senate*
  - printing stage by the Printing Shop, including bill text updates by the sponsor, his or her final YES, and the gathering of other MPs signatures to the bill
  - data about the announcement in the House, including the announcement title of the bill, and all the MPs that signed it
  - data about the initial referral to the Committees and the following new referrals
  - data about the report prepared by the Committees to the Floor of the House

THIRD PILLAR: BILLS DATA BASE (2)

- data related to the consideration stage of Bills in Committee or in the House
- data related to specific actions taken during consideration; for example to examine jointly several Bills because they are about the same matter
- data related to the Act when it has been signed by the President of the Republic

- The data base is the central point for each Bill, to which the other data bases make reference when data are stored in them
- A feasibility study is in progress to give the possibility to MPs to introduce their Bills using smart cards with digital signature and to gather digital signatures of other MPs

FOURTH PILLAR: REGISTER OF MPs AND GOVERNMENT

- Data base updating distributed among all relevant Departments of *Chamber of Deputies*
- It contains these characterising data:
  - biographical data, photograph, e-mail, URL to individual web pages
  - election to Parliament
  - Committee and Parliamentary Group
  - Government offices held
- This data base is very important, as it represents a standard for data such as the MP's or Executive member's name taking part in the debates or signing documents
- It is also used for adding or controlling information (Party to which they belong, parliamentary or Executive offices held to a given date and so on)

DATA PUBLISHED IN THE WEBSITE FROM THE FOUR PILLARS (1)

The data from the FOUR PILLARS are the heart of *Chamber of Deputies* Website

In short, the characterising data published are:

- historical and updated composition of the House, the Committees, the Parliamentary Groups, the Executive, with links to their personal fact sheets
- personal fact sheets of MPs and members of the Executive
- document fact sheets about parliamentary proceedings (for example about the Bills)

DATA PUBLISHED IN THE WEBSITE FROM THE FOUR PILLARS (2)

- listing of the sittings of the House and Committees with links to HTML and PDF files (entire and segmented files)
- search engine with many search criteria

A new procedure is just starting to extract data from the <u>document fact sheet</u> about Bills, in order to prepare documentation reports in word processor format

FURTHER STEPS TO BRING CITIZENS CLOSER TO PARLIAMENTARY INSTITUTIONS: www.camera.it

- *Montecitorio* Opens Its Doors
- *Chamber of Deputies* Exhibitions
- *Chamber of Deputies* Bookshop, Toll Free Number
- Concerts, theatre and literary recitals, …
- Student Training days, School visits
- Library

In the Website everything is publicized, immediately presented, stored for ever, together with documents, reports, video and sound recordings, photographs…

GETTING ON

- Do not withdraw into yourself
- Follow best practices
- Compare parliamentary ICT developments
- Join forces

The Italian Chamber of Deputies will be pleased to share its experience with you