



TELANGANA  
OPEN DATA POLICY - 2016





## MESSAGE

The passage of the various transparency legislation heralded a new era in opening up the government and its functioning. With the advent of technology, transparency and openness have acquired new meaning and form. Opening up the Government is the new world order.

The world is now talking about Open Government Data (OGD) that goes one step ahead. OGD is about making all government data readily available & accessible to the citizens at the click of a button, barring a few exceptions. Opening up Data will have immense benefits to various stake holders from Policy Makers to Civil Society to Private organisations.

Since the inception of the State, Telangana has taken revolutionary steps in Governance and the use of technology in Governance. By proposing our first ever Open Data Policy, we strive to act as an enabler to an open and transparent Government, and an aware and active society. This will also standardize the way data is produced and consumed, while avoiding redundancies and maximizing data-driven decision making.

Telangana is only the second state in the country to have come up with an Open Data Policy. The Telangana State Open Data Policy is the first step in opening up government data. The policy sets the necessary framework in place to operationalize the State Open Data Portal [data.telangana.gov.in](http://data.telangana.gov.in). The policy has many enabling provisions in place for various stake holders. Through this policy, we hope to catalyze data based decision making and development of important solutions for societal benefit.



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## Preamble

The Telangana State Open Data Policy 2016 is meant to broadly

- . Spell out the need for building information systems for interoperability & greater information accessibility.
- . Assist various departments/institutions of the government to proactively share data in both human readable and machine readable formats, using open standards, and under open license.
- . Spell out the need for creating a data inventory within every Ministry/Department
- . Lay down the process of public listing of certain data sets that are not part of the negative list.
- . Define a process to engage with data users (Citizens & others) for better outcomes.
- . Address all privacy & confidentiality concerns while sharing data.

The Telangana State Open Data Policy 2016 lays out the broad framework for proactive data sharing while addressing all security & privacy concerns.

## 1. Introduction

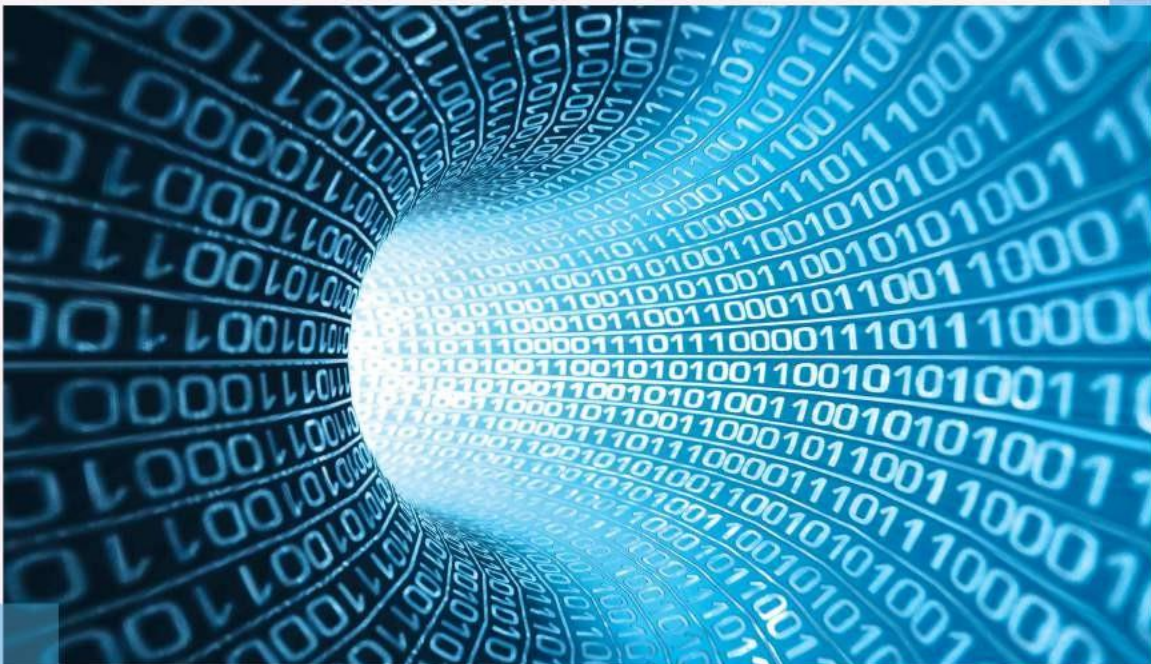
- 1.1 Government of Telangana is committed to promoting transparency in Governance, by extensive usage of information technology. The State, which was formed on June 2<sup>nd</sup> 2014, has been making rapid strides in using cutting edge technologies for solving real world issues.
- 1.2 Government of Telangana understands that today's citizens are looking for increased transparency from governments. Traditionally, governments have been collecting and storing huge amounts of data. But most of this data neither was made available openly to the citizens nor was used for any data analysis for internal decision making. Since public funds are being used by governments to collect such data, there is an increasing demand from the civil society to make this data publicly available.
- 1.3 As a new state, Government of Telangana acknowledges the need for a wide variety of data, for planning of its development initiatives and also for measuring the effectiveness of various schemes launched. Soon after its formation, the state government had taken up an unprecedented comprehensive survey, named Integrated Household Survey (Samagra Kutumba Survey). Enormous amounts of data were collected through this survey. However, the true potential of data so collected can only be unlocked if such data is analyzed and meaningful visualizations are developed, based on this data. Such an analysis would help in targeted outreach resulting in better outcomes.

- 1.4 Taking inspiration from the National Data Sharing and Accessibility Policy (NDSAP) , the state of Telangana drafted the Telangana State Open Data Policy 2016.
- 1.5 Government Data is recognized at all levels as a valuable resource that should be made Publicly available, maintained, updated periodically and made available in real time to ensure that its true potential is realized. There has been an increasing demand by the community, that such data be made more readily available to all, to enable an informed debate and better decision making. Principle 10 of the United Nations Declaration on Environment and Development (Rio de Janeiro, June 1992), stated "Each individual shall have appropriate access to information concerning the environment that is held by public authorities and the Opportunity to participate in the decision making process. States shall Facilitate and encourage public awareness and participation by making Information widely available."

Section 4(2) of the Right to Information Act, 2005 reads "It shall be a Constant Endeavour of every public authority to take steps in accordance with the requirements of clause (b) of sub-section (1) to provide as much Information suo motu to the public at regular intervals through various means of communication, including internet, so that the public have minimum resort to the use of this Act to obtain information"

- 1.6 The principles on which data sharing and accessibility need to be based Include: Openness, Flexibility, Transparency, Legal conformity, Protection of Intellectual property, Formal responsibility, Professionalism, Interoperability, Quality, Security, Efficiency, Accountability, and Sustainability.
- 1.7 There is large quantum of data generated at the cost of public funds by various organizations and institutions in the state. Most of this data is non- sensitive in nature and can be used by public for scientific, economic and developmental purposes. Telangana State Open Data Policy is designed so as to apply to all non-classified data collected using public funds held by various Ministries / Departments /Subordinate offices.

The TS Open Data policy would help data users and data solicitors get access to data through established procedures and defined norms.





## 2. Scope & Objectives

### 2.1 Scope & Applicability

The TS Open Data Policy shall be applicable to all the Public Authorities as defined in Section 2(h) of the Right to Information Act 2005, within the State of Telangana.

### 2.2 Objective

The objective of TS Open Data Policy is to provide a framework for proactive disclosure of Government data by the various Public Authorities within the State of Telangana. The framework includes inter alia Data Classification and Current Legal Framework for such a classification.

## 3. Benefits of the TS Open Data Policy

The TS Open Data Policy would benefit various stake holders including Common Citizens, Policy Makers, Data Users, Startups, and Private Organizations:

**Maximizing Use:** Ready access to government data will encourage more extensive use of a valuable public resource for the benefit of the community.

**Avoiding Duplication:** By sharing data, the need for separate bodies to collect the same data will be avoided resulting in significant cost savings in data collection.

**Maximized Integration:** By adopting common standards for the collection and sharing of data, greater integration of individual databases will be possible.

**Ownership:** The identification of owners for the principal data sets enables users to identify those responsible for implementing prioritized data collection programs and for developing data standard

**Better Decision-Making:** Quality information allows competent decision making avoiding large potential costs. Ready access to existing spatial data is essential for many decision making tasks such as protecting the environment, development planning, managing assets, improving living conditions, national security and controlling disasters.

**Equity of Access:** A more open data sharing policy ensures better access by all bonafide users reducing the information asymmetry as existing today



## 4. Definitions

**Data** - Data means a representation of information as defined in Section 2(f) of the RTI act 2005, numerical compilations and observations, documents, facts, maps, images, charts, tables and figures, concepts in digital and/or analog form as defined in the NDSAP 2012

**Sensitive Personal Data & Information (as defined in Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011)** - Sensitive personal data or information of a person means such personal information which consists of information relating to;

- Password
- Information related to financial information such as Bank account/credit card/debit card/ other payment instrument details of the users
- Physiological and mental health condition
- Sexual Orientation
- Medical records and history
- Biometric information
- Information received by body corporate for processing, stored or processed under lawful contract or otherwise

"Personal Information" means any information that relates to a natural person, which, either directly or indirectly, in combination with other information available or likely to be available with a body corporate, is capable of identifying such person.

provided that, any information that is freely available or accessible in public domain or furnished under the Right to Information Act, 2005 or any other law for the time being in force shall not be regarded as sensitive personal data or information for the purposes of this policy.



**Data set** - A named collection of logically related features including processed data or information.



**Metadata** - The information that describes the data source, owner of the data, time of creation, place, and conditions under which the data were created. Metadata informs the user of who, when, what, where, why, and how data were generated. Metadata will also include license type and data dictionary explaining various parameters.

Meta data allows the data to be traced to a known origin and known quality.



**Negative list** - Non Sharable Data/Information is Data/Information that is expressly prohibited from disclosure as per exemption clauses defined in Section 8 and Section 9 of the RTI Act 2005, as identified by the departments.



**Restricted Data** - Datasets that cannot be distributed to the general public due to confidentiality concerns, national security considerations, or other issues.



**Spatial Data** - Data representing geographically referenced features that are described by geographic position and attributes. Typically it includes data about natural resources, the environment, land use, demography and socio-economic indicators



**Sensitive Data** - Sensitive Data as defined in various acts and rules of the Government of India and Government of Telangana.



**Sharable Data** - Those data not covered under the scope of the negative list and non-sensitive in nature.

## 5. Non-Shareable Data (Negative List)

National security and privacy are paramount to the country and individual respectively. In view of this it is mandated that each government department prepare a 'negative list'. The negative list is that which includes the data that is not sharable and the same would not be available in the Public domain. Sections 8 and 9 of the Right to Information Act, 2005, The Information Technology Act, 2000 and the 'Right to Privacy' upheld by the Hon'ble Supreme Court of India in its various judgments, need to be consulted/taken into consideration while preparing the 'negative list'.



## 6. Implementation of the Policy

- 6.1 The other data sets identified by the departments which have not been included in the negative list shall be verified and validated by the individual departments and then posted on the website **www.data.telangana.gov.in** Even information that is part of Proactive disclosures under Sec 4 of the RTI act 2005 will also be shared by departments in a time bound manner as applicable.

Each Public Authority as defined in Section 2(h) of the RTI act shall highlight data sharing policy as preamble in its RFPs as well as Project proposal formats. The funding organizations shall clearly mention mandate for projects as far as TS Open Data Policy requirements are concerned and clearly mention that the ownership rights of such data shall lie with the funding organization.

- 6.2 Appropriate support and incentives for data clean up, documentation, dissemination and storage shall be given by funding agencies.
- 6.3 The metadata indicating what data is accessible from the departments shall also be ported on the **www.data.telangana.gov.in** website. The metadata should contain information related to the data sets available, their quality and the other information as defined above.
- 6.4 All shareable data is to be catalogued & indexed for easy retrieval and for carrying out administrative tasks.
- 6.5 The datasets are to be updated at regular intervals, the timelines of which will be decided by the individual departments.
- 6.6 It shall be the endeavor of the departments concerned that real-time data like weather, pollution, traffic be provided through open APIs.
- 6.7 Adequate support and encouragement would be extended to Startups and Organizations developing useful solutions with Government Data. The support would be governed by the Government's Innovation Policy
- 6.8 Data Sharing between various arms of the Government would be enabled through a defined process
- 6.9 A High Level Committee (HLC) would be constituted with members drawn from various stake holder groups to look into the implementation of the policy

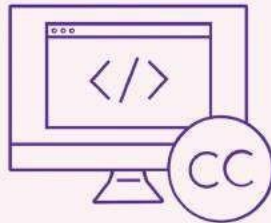
## 7. Current Legal Framework

Data access arrangements needs to respect the legal rights and legitimate interests of all concerned stakeholders. Access to, and use of, certain data will necessarily be limited by certain legal requirements. The TS Open Data Policy would be governed by legal instruments as listed below.

- National Data Sharing and Accessibility Policy, 2012
- Right to Information Act, 2005
- Information Technology Act, 2002
- Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011.
- Official Secrets Act, 1923
- Government of India Policy on Open Standards

## 8. Adoption of Relevant e-Governance Standards

Relevant e-Governance policy initiatives as notified by Government of India will be adopted by the Government of Telangana in the operationalization of this policy. The initiatives including but not limited to Adoption of Open Source Software, Open APIs, Open Standards & Open Data Use License shall be adopted.



## 9. Implementation Schedule

Within six months from the issue of this Policy, Department of IT, Electronics and Communications will bring out detailed implementation guidelines including the Technology and standards for data and metadata.

All Departments will provide at least 5 high value datasets on [data.telangana.gov.in](http://data.telangana.gov.in) within three months from the issue of such guidelines with relaxation in the timelines for exceptional cases.

[data.telangana.gov.in](http://data.telangana.gov.in) will normally host the datasets from various departments. In certain cases as applicable, only the metadata would be available on [data.telangana.gov.in](http://data.telangana.gov.in) while the data itself will be accessed from the portals of the departments through the links from data portal.

## 10. Metadata

- 10.1 Metadata documenting archived/online data sets of all types need to be made available when, or before, the dataset itself is released according to the terms above.
- 10.2 All metadata will follow standards and will normally contain adequate Information on proper citation, access, contact information and discovery. Complete information including methods, structure, semantics, and quality Control/assurance is expected for most data sets.
- 10.3 A short note on the Data creation process needs to be made available along with the Metadata

## 11. Data Owners/Controllers/Officers/Managers

The detailed roles & responsibilities of the Data Owners/Controllers/Officers/Managers would be defined in the implementation guidelines of the TS Open Data Policy

## 12. Infrastructure Provision

While policies provide official mandate, facilitation of optimum accessibility and usability of data by the implementers pre-suppose a trajectory of proper organization of data, with access services and analysis tools that provide the researchers with added value. For data to be reused, it needs to be adequately described and linked to services that disseminate the data to other researchers and stakeholders. The current methods of storing data are as diverse as the disciplines that generate it. It is necessary to develop institutional repositories, data centers on domain and national levels that all methods of storing and sharing have to exist within the specific infrastructure to enable all users to access and use it. Government of Telangana would strive to create adequate infrastructure in the various departments to enable the effective implementation of the TS Open Data Policy.







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