

PROTOCOL QUESTIONNAIRE - OPEN CYPRUS ATI MONITORING

Generic Requests (4) – to all public bodies

1. Please provide me with
 - a. A copy of the annual report and accounts for the year 2009
 - b. A copy of the budget for the current fiscal year
2. I would like to receive a list of all public procurements contracts issued last year, including the name of the recipient and the value of the each contract awarded
3. Please send me a description of your organizational structure, giving the names of the heads of all departments.
4. Please send me a list of all meetings and consultations held with civil society organizations during the course of 2009, including the names of the organizations.

Specific Requests (45) – to determined public bodies

NORTH	SOUTH
Ministry of Interior and Local Administrations	Ministry of Interior

5. How many cases of domestic violence were there in 2009?
6. How many people required citizenship in 2009?
7. How many people enter and left during the period from April to October 2009?
8. What is the current prison population broken down by gender and age?
9. How many people under the age of 18 are serving custodial sentences?
10. How many people were deported in 2009, on what grounds and to which country?

NORTH	SOUTH
Ministry of Economy and Energy	Ministry of Commerce, Industry and Tourism

11. What is the total value of fruits and vegetables imported in 2009?

12. What is the total value of olive-based products imported in 2009?
13. How many projects received loans from the Development Banks in 2009?
Please supply the information broken down by sector and value.
14. Please provide copies of e-mail exchanges with Brussels DG Trade during the period June to September inclusive 2009.

NORTH	SOUTH
Ministry of Education, Youth and Sport	Ministry of Education and Culture

15. In 2009 what was the spending on education per student?
16. How many public schools do not have libraries and how many do not have computers?
17. Please provide me with copy of correspondence of primary schools concerning purchase of computers during the period September to December 2009.
18. Please provide me with a copy of the concession agreement for the running of the school canteens for the last school year?

NORTH	SOUTH
Ministry of Labour and Social Security	Ministry of Labour and Social Insurance

19. How many people work in night clubs?
20. How many women from non-EU countries working in: (a) bars and (b) night clubs and (c) hotels?
21. What is the number of people who are employed on work-permits?
22. What is the total number of people employed by the government?
23. Please provide me with a copy of the minutes of all parliamentary committees that your ministry participated in during 2009.

NORTH	SOUTH
Ministry of Tourism, Environment and Culture	Ministry of Agriculture, Natural Resources and Environment

24. How many trees were planted using public funds, and what was the total cost?
25. Please provide me with a copy of the environmental impact assessment related to the last three hotel constructed?

26. During 2009, how many public consultations did you hold about projects that might have an environmental impact.
27. Please provide a copy of the document in which you explain how submissions from the public provided during public consultations held during 2009 were taken into account.
28. Please provide a copy of minutes of meetings held with UNDP on environmental matters during 2009.

NORTH	SOUTH
Ministry of Health	Ministry of Health

29. How many people work in night clubs?
30. Please provide me with the total number of abortions and C-section were carried out in 2009?
31. In 2009, how many people died in (a) public and (b) private hospitals, and what were the five leading causes of death?
32. Please provide me with the number of people tested positive for STD's in 2009?

NORTH	SOUTH
Ministry of Tourism, Environment and Culture	Ministry of Commerce, Industry and Tourism

33. Number of complaints against hotels, bars and restaurants reported by tourists during 2009, and how many of these resulted in sanctions?
34. Please provide a copy of your plan to reduce abuses by hotels, bars and restaurants?
35. Please provide the average number of nights spend by tourists?
36. Please provide me with the total amount of EU funds spent in tourist infrastructure in 2009?
37. How many tourists crossed from the other side and stay there for one or more nights?
38. How many tourists were admitted to hospital in 2009?

NORTH	SOUTH
Ministry of Tourism, Environment and Culture	Ministry of Education and Culture (only n.40, n.39 never submitted)

39. Number of visits to cultural sites during 2009.

40. Please provide me with information about the total value of funds spent on conservation and renovation to cultural sites during 2009 coming from (a) public funds (ie: non aid funds), (b) EU funds, and (c) other (aid) funds.

NORTH	SOUTH
Lefkosa Municipality	Nicosia Municipality
Famagusta Municipality	Limassol Municipality

41. How much did your municipality spend on (a) receptions and (b) cars during 2009.
42. How much did your municipality spend on cultural events during 2009.
43. How many complaints about cars parked in disabled people's spots did you receive in 2009?
44. Please provide a copy of your policy for promoting recycling of domestic waste.
45. In 2009, how many restaurants were found in violation of health and safety rules and how many warnings were issued? What is your policy for publishing information about warnings issued to restaurants?
46. Please provide me with a copy of the agenda, minutes, and supporting documents for the last full council meeting.

NORTH	SOUTH
Lefkosa District	Nicosia District
Famagusta District	Limassol District

47. How main complaints for illegal construction did you receive in 2009? How many illegal buildings did you order to be demolished in 2009?
48. N: How many people applies for "e-devet" electronic government services card in 2009.
S: How many people used the electronic service of the agricultural fund in 2009?
49. Please provide me with a copy of the agenda, minutes, and supporting documents of the last full council meeting.

Requests submitted by foreigners (3) – to all public bodies

50. Please provide me with a copy of your internal guidance dealing with how your authority handles request for information from the general public and please provide me with a copy of the training manual regarding how to process information request from the general public?
51. Please provide me a copy of your the documents setting out the policy concerning the management or the destruction of documents held by your authority.
52. Please provide me a list of the projects financed by EU funds and the total value of each project.