

ANNEX 1: TEMPLATE FOR ACTION PLANNING

E-government and Administrative Simplification Cooperation Action Plan Component	Regional	National	Type of cooperation / Timespan		
			Quick Wins	Pilot Implementations	Strategic Planning
			Within 1 year	1 to 2 years	2 to 4 years
e-Government Legal Framework					
National Infrastructure for Government Operations					
Global Infrastructure for Embassies, Consulates and Missions					
Public Key Infrastructure / Certificate Authority					
National ID or e-Gov Smart Card					
Standards and Branding					
e-Government Data & Data Centres					
e-Government Delivery Channels and Access					
e-Government Services Framework					
Enabling Applications (email, DS, WF/DMS,...)					
Information Portal					
Service Portal					
Information and Decision Support System					
Government to Citizen, Business, Employee and Government (e-services)					
e-Government Capacity Building/Promotions/Operations Framework					
Promoting Leadership Principles					
Building National Capacity					
Internal Government Training & Capacity Building					
e-Government Operations and Management Skills and Structure					
Providing decision-making support through documentation of case studies					
Mechanisms for resource mobilization and coordination					
Creating Awareness through media and other campaigns					
Administrative Simplification					
Modalities for identification of priorities and programs					
Institutions and mechanisms for coordination					
Administrative Simplification tools					
Capacity building					
Cross e-government and administrative simplification					
Development of specialized good practice guides and toolkits					
e-Readiness Assessment					
Establishing benchmarks and indicators					
Gathering and publishing e-government related statistics / observatories					
Sharing project cycle management good practices					
Modalities for private-public partnerships (PPP)					
Establishing communities of practice involving academia and the private sector					