



ACCESS TO INFORMATION ANNUAL REPORT 2023

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TABLE OF CONTENTS

INTRODUCTION	2
VISION OF DICT	2
MISSIONS OF DICT	2
REQUIREMENTS OF SECTION 54 OF THE AIA	3
CATEGORIES OF INFORMATION	5
CHALLENGES	6
RECOMMENDATIONS	6
DECLARATION.....	7

INTRODUCTION

This report is submitted by the Information Officer of the Department of Information Communications Technology (DICT) to the Information Commission, in line with the requirements of Section 54 (1) of the Access to Information Act, 2018 (AIA).

Miss. Beryl Payet; the Information Officer of DICT has been occupying the post since July 2018 and her contact details are as follows:

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VISION OF DICT

The Vision of DICT is to have a government which fully makes use of ICT in supporting the delivery of its services and which creates the necessary framework (policies, legislations & regulations) that allows the full potential of ICT to be harnessed nationally for the benefit of the country.

MISSIONS OF DICT

The missions of DICT are:

1. The development of legislations, regulations and policies pertaining to telecommunication and related services.
2. The development and maintenance of software applications to support the delivery of government services.
3. The implementation, management and maintenance of the government ICT infrastructure.
4. The collaboration and coordination with the various government sectors/ministries in addressing their specific ICT needs and requirements.
5. The establishment of the role/s of ICT in the various sectors/ministries and supporting the enactment of these roles.

REQUIREMENTS OF SECTION 54 OF THE AIA

The Table below provide details of the Access to Information requests received and processed by DICT in line with the requirements of the AIA report for the period of **1st January 2023 to 31st December 2023**.

No.	AIA REQUIREMENTS	Records (No.)
1	The total number of Access to Information requests for access received;	1
	TYPE OF INFORMATION	Records (No.)
2	The number of requests for personal information	0
	The number of request for public domain information	1
	The number of request for third party information	0
	The number of request for commercial and confidential Information	0
	The number of request for law enforcement information	0
	The number of request for privileged documents	0
	The number of request for protection of life and safety of an individual information	0
	The number of request for National Security and defence	0
	The number of request for International relations	0
	The number of request for Economic interest of the state	0
	The number of request for Academic or professional examination and recruitment process information	0
	The number of request for proposal submitted to Cabinet	0
3	the number of requests for access granted in full	1
4	the number of requests for access refused in full	0
	the number of requests for access refused in part	0
5	the number of times each provision of Part III (EXEMPTIONS) was relied on to refuse access in full or in part;	0
	the number of times each provision of Part III (EXEMPTIONS) was relied on to refuse access in part;	0
6	The number of request abandoned after request	0
7	The number of request but no records exist	0
8	the number of cases in which the periods stipulated in section 11 were extended in terms of section 12;	0
9	the number of review applications lodged with the head of the information holder;	0
10	the number of reviews lodged on the ground that a request for access was regarded as having been refused in terms of section 14;	0
11	the number of cases in which, as a result of a review, access was given to information;	0
12	The number of request transferred to another Public Body	0

Table 1: Details of Access to Information Requests

No.	Details
I.	<p>A description of the steps or efforts taken by the head of the body to encourage all officers of that body to comply with the provisions of this Act;</p> <p><i>The Management of DICT are actively engaging with the Information Officer to ensure that the Department is attending to requests for information and complying with the provisions of the AIA. The Management of DICT also ensures that personnel of the Department efficiently assists the Information Officer in her duties.</i></p>
II.	<p>Any facts which indicate an effort by the body to administer and implement the spirit and intention of the Act according to its submitted plan;</p> <p><i>1. The Information Officer continuously engage with employees of the Department about the implementation of the AIA.</i></p> <p><i>2. The Information Officer is always ready to assist employees of the Department with queries with regards to the content and implementation of the AIA.</i></p>
III.	<p>Particulars of any penalties imposed against any person under this Act;</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, list down)</p>
IV.	<p>Particulars of any disciplinary action taken against any person under this Act;</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, list down)</p>

Table 2: Efforts Made by DICT for the Implementation of the AIA

CATEGORIES OF INFORMATION

LIST OF CATEGORIES	LOCATION OF THE INFORMATION
1. manuals, policies, procedures or rules or similar instruments which have been prepared for, or are used by, officers of the body in discharging that body's functions, exercising powers and handling complaints, making decisions or recommendations or providing advice to persons outside the body with respect to rights, privileges or benefits, or to obligations, penalties or other consequences, to or for which persons may be entitled or liable;	https://www.ict.gov.sc/homecnt/policies.aspx
2. the name, designations and other particulars of the Information Officer of the public body, including his or her contact details and electronic addresses where persons may submit requests for information;	https://www.ict.gov.sc/Default.aspx
3. any prescribed forms, procedures, processes and rules for engagement by members of the public with the public body	https://www.ict.gov.sc/homecnt/policies.aspx
4. the particulars of any arrangement, statutory or otherwise, that exists for consultation with, or representation by, members of the public in relation to the formulation or implementation of its policies, or similar documents;	https://www.ict.gov.sc/Documents/2023/Public%20Notice%20-%20Data%20Protection%20Bill.pdf
5. reports containing the results of surveys, studies or tests, including scientific or technical reports and environmental impact assessment reports, prepared by the public body;	https://www.ict.gov.sc/homecnt/policies.aspx
6. The particulars of its organisations, functions and duties;	https://www.ict.gov.sc/Infotech/itfunc.aspx
7. Information containing interpretations or particulars of acts or policies administered by the body;	https://www.ict.gov.sc/homecnt/policies.aspx
8. The annual report submitted to the information commission under section 54 of this act;	https://www.ict.gov.sc/homecnt/policies.aspx

CHALLENGES

It is important to note that DICT did not encounter any particular difficulties in the implementation of the AIA.

RECOMMENDATIONS

It is recommended that the Information Commission develop more educational materials with regards to the AIA for members of the public and public officers so that the same can be shared by the information officers.

DECLARATION

I declare that in accordance to Section 54 of the Access to Information, Act 2018, the Annual Report are to the best of my knowledge, true, accurate and complete as per the requirements.



(Signature)

Miss. Beryl Payet
Information Officer - DICT

I confirm that this Annual Report is verified and true, accurate and complete to my knowledge as the Head of Information Holder of the Department of Information Communication Technology on the date stated below.



(Signature)

Mr. Benjamin Choppy
Principal Secretary - DICT

Dated this **14th Day of March, 2024.**



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