



European Forum of Official Gazettes

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Data capturing at the source

Final Report of the Working Group

presented by
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1. Introduction

- 1.1 This paper sets out the final report from the Working Group on Data Capture at the Source, the formation of which was agreed at the 2005 meeting of the Forum in Copenhagen.

2. Terms of Reference and Membership of the Working Group

- 2.1 Following agreement to the formation of the Working Group, detailed terms of reference were subsequently proposed to the Extended Chair of the Forum and were agreed as follows:

‘To consider the experience of Member States in developing systems for capturing legislative data (both Primary and Secondary) at source and the use made of these texts through the various stages to publication; to identify the key requirements for such systems and what is necessary to ensure that these are implemented and accepted by those who need to use them as part of the legislative processes.’

- 2.2 The following individuals attended meetings of the Working Group:

Chair: Mr Alan Pawsey (United Kingdom)
Secretary: Mr Roberto Pappalardo (Publications Office)
Members
Ms Marika Seppius (Estonia)
Ms Külli Friedemann (Estonia)
Mr Jean-Marc Helbecque (France)
Mr Dick Caffrey (Ireland)
Mr Ints Kalnins (Latvia)
Mr Aigars Berzins (Latvia)
Mr Artis Trops (Latvia)
Ms Ausra Bodin (Lithuania)
Mr Andon Stefanovski (Macedonia)
Ms Snezana Kuzmanovska (Macedonia)
Mr Alois Balmer (Switzerland)
Mr Pedro Ferreira (Portugal)
Mr Andrej Budkovic (Slovenia)
Ms Eleni Keou (Greece)
Mr Phil Halls (United Kingdom)
Mr John Sheridan (United Kingdom)
Ms Lesley Torun (United Kingdom)

Mr Albrecht Berger, Mr Yves Steinitz, Ms Patricia Oprea, Ms Marie Lambert and Mr Pascal Gruber from the Office of Publications of the European Communities also attended a meeting of the Working Group.

3. Meetings

3.1 Five meetings of the Working Group have taken place:

5 May 2006 in London;
7 July 2006 in Brussels;
9 November 2006 in Brussels;
20 February 2007 in Zurich; and
11 May 2007 in London

details of which can be found on the Forum website at:

http://forum.europa.eu.int/Members/irc/opoce/ojf/info/data/prod/html_rest/project_1.htm

3.2 Unfortunately not all members of the Group were able to attend all of the meetings.

3.3 During its meetings the Group considered the responses received in relation to the questionnaire which had been sent out to the Members of the Forum, and also received presentations of the various systems in use within France, Greece, the United Kingdom, Latvia, Macedonia and Switzerland for the drafting of Primary and Delegated legislation and how these worked in relation to the subsequent publication of the legislation both in print and on the internet. The Working Group also reviewed a presentation which the Austrian delegation had presented to the EU Working Party on Legal Data Processing.

3.4 The Group considered how the various systems operated within Member States, how much of the process from drafting to publication in the Gazette, they covered; and how they had been developed and implemented.

4. Questionnaire to the Members of the Forum

4.1 Before the first meeting of the Group, a questionnaire was issued to all members of the Forum inviting them to provide some information about:

- a. the systems currently in use;
- b. whether the systems are based on use of standard software packages (e.g. Microsoft Word) or have been developed specially for use for the task of preparing legislation;
- c. who was involved in development/implementation of the systems;
- d. do the outputs from the drafting systems drive the print and publication systems, or are there separate typesetting or other systems in use;
- e. are the systems based on use of XML standards or are the outputs from the systems subject to later conversion to XML; and
- f. who uses the systems (i.e. Lawyers, Ministries and/or the Official Gazette)?

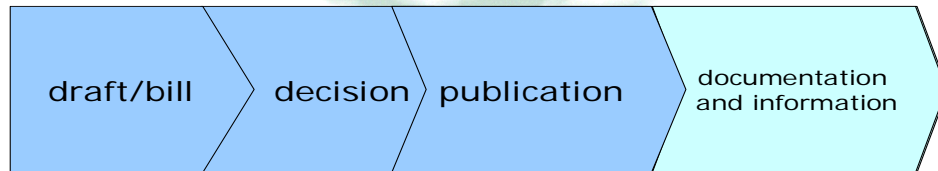
4.2 Unfortunately the replies to the questionnaire were slow in coming in and we sent out three further requests to those countries which had not replied. Even so replies from 8 countries were not received by the time this report was finalised.

- 4.3 Details of the replies which were received up to the date of compiling this report are summarised in Annex A.
- 4.4 The replies which we have received reveal a mixed range of systems in use including those:
- which have no link between the drafting and publication phases;
 - which have fully integrated systems based on use of templated drafting systems which generate the outputs for both printing and publication on the internet;
 - which do not make any use of XML;
 - where the drafting and printing/publishing is related very closely to an XML schema;
 - which involve use of standard software packages (e.g. Microsoft Word and Excel; Adobe Acrobat, InDesign and Framemaker) with or without use of templates; through to those which have involved the development of bespoke software.

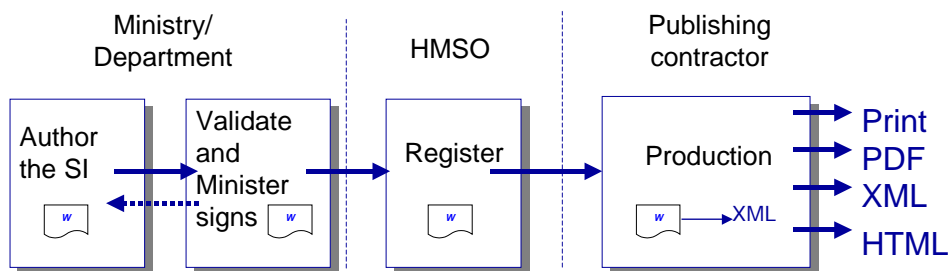
5. The Legislative and publication processes

- 5.1 The legislative processes in place within each Member State are generally very similar whether these cover Primary legislation (Acts) or Delegated legislation (Regulations). The systems in use will often be very different depending upon whether they have been developed to cover the entire process from initial drafting, through any parliamentary or other legislative process, to final publication in the Official Gazette and possibly any subsequent consolidation process.
- 5.2 The entire process will commence with the initial drafting stage which will begin with the instructions to draftsmen who will generally be lawyers or other specialists engaged specifically for the task of drafting legislation. In the case of the primary legislation process the resulting output from the initial drafting process will then form the basis for consideration by Parliament where the draft may be substantially amended prior to the final Act text being agreed.
- 5.3 Once agreed the publication stage may require the output to be delivered in a form from which printed, online PDF, X/HTML and other electronic products can be produced.
- 5.4 Where detailed workflow systems have been developed they tend to cover the same ground as evidenced by the following diagrams which represent the workflow systems in use in the Austrian province Styria for the drafting and production of primary legislation; and in the United Kingdom for the drafting, production and publication of delegated legislation:

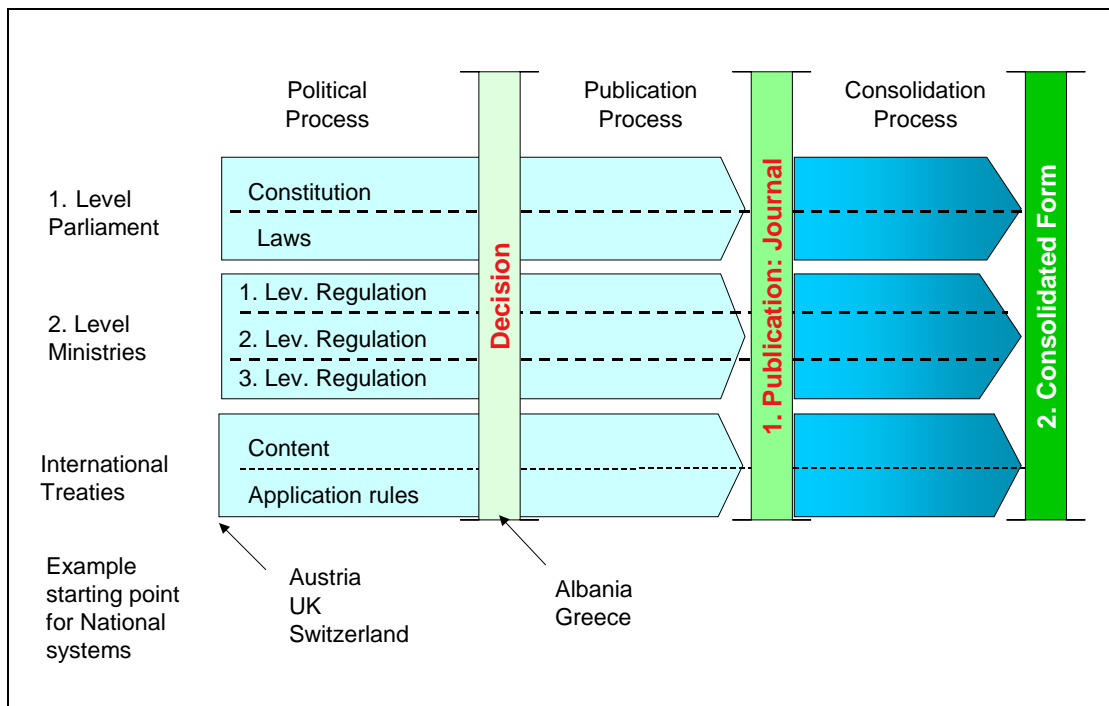
Steps of legislation



UK Delegated Legislation (SI template process)



- 5.5 In many countries the coverage of systems will be different, with separate systems being used in the drafting and parliamentary processes and the Official Gazette receiving text either in hard copy or a range of different electronic formats from which it then originates its own electronic versions for publication in print and on the internet. The following diagram shows where the current systems used by the Official Gazettes start in the overall legislative process.



6. The benefits of capturing data at source

6.1 There are clear benefits of capturing data in a structured format as early in the process as possible. These include:

- a simplification of the publishing process by helping draftsmen to produce a document that resembles a final piece of legislation;
- a reduction in errors in content and layout at publication;
- production of documents which are consistently styled no matter where and by whom they are originated;
- the ability to introduce validation of data at an early stage;
- eliminating the need for re-keying or conversion of data enabling speedier production; and
- it is more cost efficient for both the Ministries/Parliament and the publisher of the Official Gazette.

7. Key requirements for capturing data at source

7.1 Any systems which are designed to cover the entire legislative process from drafting through to publication must support a range of activities especially during the act of political decision making. This can happen in several stages and involve different groups of personnel. They will work on the texts: creation, drafting, redrafting, deletion, amending and contacting other groups etc. It may involve many people working on the texts who have different levels of knowledge and experience and who are working to achieve different goals.

7.2 The nature of any systems to be implemented will also depend upon the place and influence of the Official Gazette in the overall legislative process. The following requirements which the Working Group has identified as being

important in any system which are desirable for the successful implementation of systems covering the entire process from drafting through to publication:

7.2.1 Techniques that are **easy to understand and learn**

Any system has to be capable of being used by a wide range of people who have different objectives to achieve and will have different levels of knowledge and experience and who may be infrequent users of the system. It is essential therefore that it is easy for everybody to understand and learn and must not be devised solely for experts who will use the system on a regular basis.

It is also essential that in specifying the system that all potential groups of users are involved in the process involved as the system is developed. This will ease the task of implementation and increase the chances of widespread acceptance of the system across the entire user community.

7.2.2 Text manipulation software that is **easy to use**

Just as it is important for any system to be easily understood any text manipulation software should be easy to use. Many successful systems which are currently in use make full use of standard software packages (e.g. Microsoft Word) which most users use in their day to day work. If they become involved in the legislative process it is therefore easy for them to understand systems which are based closely on what they use already. From a cost and systems support point of view it also means that generally there are fewer software packages which have to be installed and maintained and the cost of implementation will be reduced.

7.2.3 Editors who can **produce simple and difficult** texts **reliably** in content and layout and which can be **validated** automatically.

Ideally any system should enable users to produce both simple and difficult texts which can be produced reliably each time and which the user can see to be correct. This can be achieved by using standard templates which have been designed for handling the particular text elements and which also allow for **wysiwyg presentation** of the draft as it will appear when published in the Official Gazettes.

7.2.4 It must allow both **simple and complicated** text with the **same** instruments to be worked upon (text, tables, graphics, pictures etc)

Although most legislation will be based on the use of text it is not unusual for complex formulae, tables, graphics and pictures to be incorporated into the drafts. This again necessitates the use of systems which are based on use of software which incorporate particular tools (e.g. Equation Editor within Microsoft Word) or can readily incorporate images and pictures (e.g. in tif and other formats), and spreadsheets produced in compatible systems (e.g. Microsoft Excel).

Again, where other data elements are being incorporated into the texts it is helpful for the user to be able to view a **wysiwyg presentation** of the draft as it will appear when published in the Official Gazettes.

- 7.2.5 A general, **well known data** format (e.g. Microsoft Word), that should be used in text process-systems by Parliament, Government officials and anybody who is to be consulted on the draft legislation.

As for ensuring that any text manipulation software is easy to use it is also sensible to have systems based which use well known data formats which allows for the exchange of drafts with those who may not be directly involved in the legislative process but may nevertheless need to see and comment on drafts. Use of formats which may be in everyday use thus aids this process.

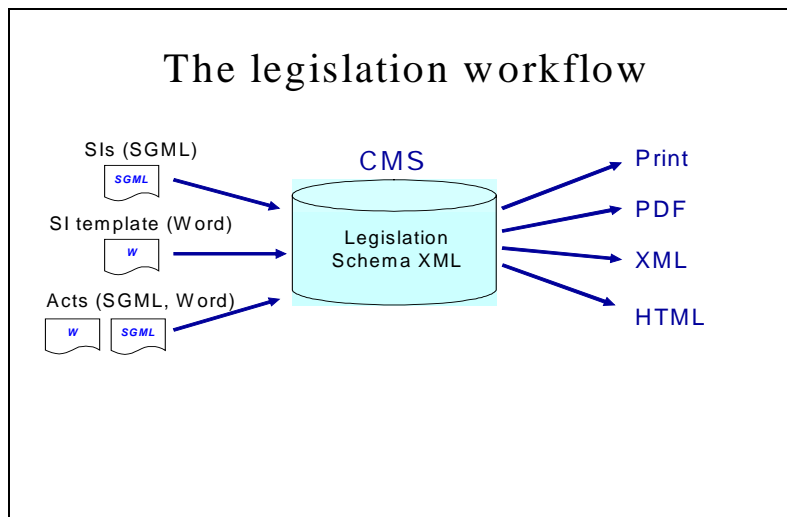
- 7.2.6 The method of operation and instruments to be used should be **widely available** ensuring that all people involved in the process can work with the same working technique and **the same** instruments.

- 7.2.7 It must bring the **same results** both **online and offline**

It must **support structural elements** within which the working documents can be turned into publications automatically (e.g. automatic conversion into XML)

The benefits of holding legislative texts in XML formats has already been well documented in the report from the Working Group on the *Use of XML for the production and distribution of the official gazettes* which delivered its final report at the Ljubljana meeting. Any system which is implemented should enable legislative texts to be converted automatically to XML. This will mean that the data which is captured at the source should be formatted taking account of the XML Schema.

The benefits of this are illustrated in the Workflow diagram for United Kingdom legislation below, which shows the various feeds for both primary and delegated legislation into a Content Management System based on the XML Schema and from which outputs are generated for print production and in PDF, XML and X//HTML for publishing on the internet and for supply to Private Sector Law Publishers who utilise the XML data in their online databases.



7.2.8 It must ensure the **flow of work in two directions, without the loss** of content and metadata. particularly for graphics and tables (e.g. documents in XML back into doc)

7.2.9 It may need to **support** more than **one** language so that the integrity of **multilingual** text issues can be guaranteed (content, structure and meaning)

7.2.10 It must be capable of **delivering outputs which** end users can be secure in knowledge **are authentic** reproductions of the laws which have been passed by Parliament or adopted by Ministers.

The separate Working Group on Authenticity is proposing appropriate measures in their final report which is also due to be delivered at the Helsinki/Tallinn meeting.

7.2.11 It should enable full **version control** of the drafts.

8. Conclusion

8.1 The requirements for systems which are set out at in Section 6 above are seen to be a set of requirements for a complete system involving everything from initial drafting through to publication in the Official Gazette. Many of these requirements may, however, not be required by all countries whose processes and the involvement of the Official Gazette are different.

9. Thanks

9.1 Can I express my thanks to the other members of the Working Group for their contributions and especially to Mr Alois Balmer of Switzerland and our Secretary, Roberto Pappalardo for their help and support.

Country	Systems currently in use	Nature of systems (software etc)	Who involved in development/ implementation	Do the systems drive print and publication systems	Are systems based on XML or other standards	Who uses the systems
Albania	No specific systems – hard copy texts provided to Publications Office	MS Word	N/A	No	Data is converted to XML	Official Publication Office
Austria	Austrian legal Information System (www.ris.bka.gv.at) and “e-law” (Also use MS Word and Acrobat)	The “e-law” system was developed specifically for use for the task of preparing legislation.	Federal Chancellery, Federal Ministries, Parliament	Output from “e-law” draft bill, government bill, Federal Law Gazette is published in the Austrian Legal Information System	XML It could be that some institutions use XML in their own back offices but it is not used within the OJ	Austrian Federal Ministries
Belgium	The Belgian Official Journal publishes (in the same copy of the OJ) legislation from different parliaments and governments. They all have their own internal system for preparing their legislation and for OJ output	There is no general drafting system	N/A	The OJ receives information in MS Office formats (Word and excel), HTML (as a Word document output) and PDF. Part of the information is delivered as paper copy. The OJ converts these formats into Xyvision layout files and exports them as postscript and html. The postscript is then converted into PDF for online publishing. The html files are used in the underlying ‘full text search’ database.		
Bosnia and Herzegovina	System currently being developed	System will be specially developed and based on data base	Official Gazette Contractors	The system will be integrated with layout software for paper prints and web design, Also used to generate XML, HTML, PDF versions (Corel Ventura and Adobe InDesign)	The system will not be based on XML schema, but we can convert to XML	Official Gazette Government offices
Czech Republic	eKLEP	MS Office documents are input for eKLEP	Office of the Czech Republic Government	MS Office documents are just stored on the Web for further use	HTML and XML	Central organs of the state administration (i.e. Ministries)

Denmark	Since Autumn 1998 the production (drafting, promulgation and electronic dissemination) has been undertaken by a unified data capturing system.	Df text: A VBA add-on to MS Word with ca. 50 Word templates for each different document type. The drafting of primary legislation constitutes a special case where the user loads the passed bill into Word and df text converts the document into law. Df base: A custom made client/server application that handles the work flow of the production and the metadata enrichment of documents. Df frame: A custom made add-on to Adobe Framemaker for seamless prepress conversion on basis of MS Word files.	Ministry of Justice, Secretariat of Legal Information (now Civil Affairs Agency) in co-operation with a private contractor. Users Groups have been involved in the development and It department of the Parliament has contributed	Yes The drafting module provides data both for the printed legal Gazette and the legal information system www.retsinfo.dk	No. A transformation engine from MS Word to Lex Dania XML is to be introduced in the data capturing system later in 2006	Civil Servants in Ministries, the Parliament and in the Civil Affairs Agency, Editor of the Official Gazette and the contracted printer.
Estonia	No special system in use for drafting. Document could be drafted inside extranet using Java-based simple editor, but it not compulsory and not used (except for consolidated texts)	Different document management systems are used in different institutions. In extranet the system provides basic functionality to submit legal acts for promulgation using Java-based editor, which produces HTML either via entering the data or copying/pasting from OLE-compatible source.	The system was created in 2002 by Estonian software firm Webmedia and developed by another Estonian firm Datel. The State Chancellor, all the Ministries, the Supreme Court and the Estonian Bank were involved in implementation.	Separate typesetting and other systems are used to produce pdf files for printing	No, but planned in second half of 2007	Staff of the Ministries and local governments are required to enter the legal texts for publication into eRT extranet, final check and publication is done in the Official Gazette
Finland	In the centralized Government Decision Making System PTJ, legislation is drafted by lawyers in ministries. The electronic files are transferred in XML format in the system to Parliament and to print.	PTJ system is based on Documentum database software. MS Word is the de facto standard for word processing, with tailor-made macros and templates.	Prime Minister's Office, Parliament, Ministries	Word files are converted to either XML or XYVision, Both formats are converted to PDF for printing and online publishing..	Systems are based on XML (Prime Minister's Office) and SGML (Finnish Parliament)	The systems are used by ministries and Parliament. Data is transferred to the printing house (Editia Plc) for printing and online publishing.
France	The actual production is based on a main part of paper's flow, and completed by using CD-ROM and emails for transferring electronic data. SOLON system, currently in a test phase, concerns the relementation, managed by ministries. The object of SOLON is mainly on the secondary legislation (the regulation) but also on the primary	The system's basis is the SAP software but SOLON needs some specific functions done by parametrisation and some extra developments to personalize the tool. The data capture is done with Microsoft Word. The "driving open office" in version number 2 allows an XML translation based on the use of	This project is managed by the General Secretary of the Government, technically realised by SAP and hosted by a private company at equipment level. The Official Journal is part of the technical team working on the project.	SOLON is the front end of the Official Journal production. We are developing, with a sub-contractor, on a new system to print and publish our production : legislation, relementation, legal ads and public market ads.	Our production tool will be full XML.	The access is at ministries level (cabinet offices, State Council, Assemblies and Prime Minister Secretaries, (contributions) and finally the Official Journal (receptions). SOLON will be used by 500 people. It is really the administrative processing of texts

Germany	Authors use standard text manipulation programs – No prescribed single structure of electronic documents. Currently looking to implement “LegisWrite” for German legislation	MS Word	Ministries	Legal texts are converted into QuarkXpress for printing. Conversion of documents drawn up in XML with help of MS Word, is costly and needs manual input	Laws and regulations are converted to XML	Text manipulation programs are used by Ministries. Manipulation/conversion to XML is done by Federal Legal Gazette publishing company.
Greece	The new completed informative system in the National Printing House of Greece. his system can take as input a document with a subject and with processes the output is in the Government Gazette.	- Adobe InDesign - MSWord.	The Greek Parliament	The output is published on the internet (www.et.gr) with dictionaries and with full text search engines. The official format of The National Gazette is PDF.	Laws and legislation can be converted to XML formats.	All editorial and production work is carried out by the National Printing House of Greece
Hungary	For the preparation of official journals MS Word, Adobe Acrobat, Ventura are used. For operating consolidated texts – Publisher, self-developed solution.	The systems are based on MS Word, Adobe Acrobat, Ventura, Excel.	The systems are self-developed, supervised by the Prime Minister’s Office (the PM Office is the exclusive owner of the Hungarian Official Journal Publisher.)	PDF, XML are in use. Concerning legal instruments in effect - through clipboard, in RTF format.	They are based on RTF on the fly. Conversion to arbitrary XML format is possible.	Systems are used by lawyers, the Hungarian Official Journal Publisher, ministries, other organisations in central administration and the printing house. The devices of software-system are used by text-owners.
Italy	The Work-Flow System used for the acquisition and the publication of Italian Gazette is GuFlow	- Open Source Software - Adobe InDesign - DB2 as DBMS	- Ministry of Justice - Istituto Poligrafico e Zecca dello Stato (Italian Printing and Distribution company)	Data is acquired by a specific web application and converted in XML files which are automatically formatted by InDesign for printing and imported into DBMS for on line publication	Systems are based on XML	- Ministry of Justice - Istituto Poligrafico e Zecca dello Stato (Italian Printing and Distribution company) - External Users for tenders
Latvia	System currently being developed	System will be specially developed and based on data base, not office software	The general designer will be Official Publisher, but wide range of experts from state institutions (State Chancellery, Presidential Office, Parliament, Ministries) will be involved in Working Group to set up requirements and workflow	The system will be integrated with layout software for paper prints and web design	The system will be based on XML schema	Working Groups for law drafts State Chancellery Parliamentary Office Presidential office Official Publisher Society (with special web interface) to follow Law draft progress

Liechtenstein	There is no specific system in use. Primary and secondary legislation (laws and regulations) is drafted by lawyers within ministries, in few cases by other experts. The authors are using MS Word. Every document is processed by the Government Legal Services into final word templates, using specific word macros. This working process includes pagination and typesetting. Consolidated version is produced by a contracting company.	System is based on MS Word, macros have been developed specifically for the task of preparing or finalising legislation. Use of an XML-Editor was already discussed, but not planned.	Government Legal Services	Word files are converted to PDF files and delivered to the contracted Printing Office by E-Mail.	The outputs are subject to a later conversion to XML. Word files are converted to XML and PDF for electronic database and online publishing. PDF are also used for Printing.	Special Word macros are used only by Government Legal Services. Authors use MS Word and partially Word templates for drafting.
Lithuania	Legislation is drafted in Parliament, Presidential Office. Ministries, other state institutions using mostly MS Word and MS Excel. The files are emailed and paper delivered to the state company “Valstybės žinios” (Official Journal).	Mostly MS Word and MS Excel with some exception	Parliament, Presidential Office, Ministries, other state institutions	Legal texts are converted into PDF. PDF format is used in printing and online publishing.	No	All editorial and production work is carried out by the state company “Valstybės žinios” (Official Journal) who currently produce the Official Gazettes
Luxembourg	<u>Legislative process:</u> Primary and secondary legislation is drafted by ministry’s offices, using standard text manipulation programs (Microsoft Word). Members of Parliament also have the right to originate drafts of bills. A consolidated structure how to originate bills and regulatory acts is being applied (no formal template but used as a general rule for all legislation drafting and recommended by the Council of State). Most files are still transmitted to the “ <i>Service Central the Législation</i> ” (Luxembourg Gazette) by using a paper form, joined by a floppy disk or a CD-ROM. Emailing system is generalized since 1 st	<u>Legislative process:</u> ❖ MS Word <u>Publishing Process:</u> ❖ Standard software package for word processing (mostly MS Word) ❖ Excel ❖ Adobe QuarkXpress (Editorial Software)	<u>Legislative process:</u> Based on the Constitution, regulatory acts of Parliament and Government organisation and organic law of the Council of State. <u>Publishing process:</u> System developed by the “ <i>Service Central de Législation</i> ” (editor of the Memorial and part of the Ministry of State, Presidency of the Government) and private publishing company (actually: Association	<u>Publishing process:</u> At the end of legislative process, a private publishing company converts Word files to QuarkXpress Editorial Software and PDF format in order to publish legislation (Mémorial A, B and C), including web-online publishing (www.legilux.lu)	<u>Legislative process:</u> System not based on XML <u>Publishing process:</u> System is not yet based on use of XML standards. <u>Actually:</u> database <i>Oracle</i> System under development: data conversion to XML for use in <i>Oracle</i> database (version 10G)	<u>Legislative process:</u> Text manipulation programs are used by Ministries, Parliament, Council of State and the “ <i>Service Central de Législation</i> ”. <u>Publishing Process:</u> Conversion of files and technical control and manipulation of database in the publishing process is provided by private publishing company (Association Momentanée Imprimerie Centrale/Buck)

Luxembourg (cont)	<u>Publishing process:</u> The “ <i>Service Central de Législation</i> ” continues drafts to a private publishing company for paper and online publishing of the official gazette (Journal Officiel du Grand-Duché de Luxembourg - Mémorial A, B and C).						
Macedonia	Official Gazette has developed and implemented system for electronically development of the Official Gazette. The system is integrated with the Government e-session system and with the Parliament document workflow system.	MS Word, and for collaboration, MS Office SharePoint Portal Server 2003, SQL Server 2005.	Two teams, one from the PE Official Gazette (Lawyers and IT specialist) and outsourcing IT company	System automatically is generating PDF documents for print (hard copy) and for web, also the system automatically archives the documents in four separate locations (SPPS archive library, file server, and EMC storage) and additional archive copy in XML (only for new documents)	Documents converted to XML after uploading in database.	PE Official Gazette of Republic Macedonia, Government of the Republic of Macedonia, Parliament of the Republic of Macedonia.	Next phase – all the Ministries’ and other Governmental institutions in the Republic of Macedonia
Malta	Primary and subsidiary legislation is drafted by Ministries in conjunction with the Attorney General’s Office, using mostly MS Word. Subsequently, the files are electronically mailed to the Government Printing Press, where typesetting, pagination and printing are carried out.	Standard software MS Word and Excel are used.	Ministries, Attorney General’s Office and Parliament.	Word files are converted to page-maker for printing purposes, and subsequently converted to PDF for online publishing by the Department of Information		Ministries, the Attorney General’s Office, Parliament, the Government Printing Press and the Department of Information.	
Netherlands	Primary and secondary legislation is drafted by lawyers within ministries using mostly MS Word. The files are emailed to the Gazette contractor who takes care of typesetting and pagination.	MS Word is the de facto standard for word processing	N/A	Word files are converted to either XML or X Vision, depending on the journal the documents will be published in. Both formats are converted to PDF for printing and online publishing. Xy Vision files are also converted to XML.	Cf. previous question	All editorial and production work is carried out by the private company who currently produce the Official Gazettes	
Norway	The system currently in use is based on MS Word. The Word-documents are sent electronically to Lovdata	Based on MS Word	Lovdata	See answer in second column.	See answer in second column.	Parliament, ministries, government agencies, municipalities, etc send	

Poland	No consolidated system connecting institutions of the Polish governmental administration in the law making process	Drafting is currently undertaken using MS Word and Excel. Use of an XML editor is planned	Service Centre of the Chancellery of the Prime Minister is building system working with Ministry of Home Affairs	System will use a conversion routine from XML to the Quark Editorial Software and a PDF format used in printing	The system will be based on use of XML Editor	System currently not in use
Romania	Authors use mostly Word, but delivery of digital files by CD or email is made only for large acts	MS Word	Legal Gazette state company is developing a new system	No, there is a lot of manual intervention: text is received as Word file or gathered from paper document, than converted into QuarkXpress for DTP than saved as PDF for printing.	PDF files are converted in XML according to DTD scheme, to be uploaded in the database	Ministries, agencies use MS Word and Legal Gazette state company
Serbia	Quark XPress IBM Lotus Domino	Quark XPress for printed edition Database with pure text with .pdf used for preview	Official Gazette with outsourcing	Text is collected in Quark, and printed from there. Database system provides output in pure text and .pdf, which are both printable.	Generally systems are not based on XML-standards, but IBM Lotus Domino allows export to XML	Federal Ministries, Presidential office, Official Gazette. System is open to public (Certified users)
Slovak Republic	Legislation is drafted in the Ministries using standard software editors. In the Parliament, the legislation workflow is supported by an internal information system.	Editor – standard software packages (MS Word)	Development – outsourced Implementation – responsibility of the Ministries, the Parliament, the Government Office and the Official Gazette	Additional software is used for publication	No	Ministries, the Parliament, the Government Office and the Official Gazette
Slovenia	Official Gazette uses EUL (Electronic Official Gazette)	Inputs for EUL are MS Word and Excel files. Adobe Acrobat and TIFF files are also used	Official Gazette and Contractors	MS Word files are imported into Adobe InDesign for creating PDF file. Also used to generate XML and HTML versions	Output from EUL is imported into CMS\application which produces HTML and XML versions	Official Gazette
Spain	System currently being developed	Drafting is currently undertaken using MS Word and Excel.	Ministries	Yes – Systems deliver output in form ready for printing and publication	No	Official Gazette
Sweden	Texts originated using templates	MS Word	Developed within the government offices	Texts are delivered to the contracted publishing house on paper and diskette. The publishing hose then converts the texts into templates (which follows the conditions for	No	Government offices

United Kingdom	- Drafting system for UK Primary legislation (Bills/Acts)	Bespoke system based on use of Framemaker software	Draftsmen/Parliamentary Bill Offices	Yes – Systems deliver output in form ready for printing and publication	Data is converted to XML	Draftsmen/Parliamentary Bill Offices
	- Drafting systems for Scottish and NI Primary legislation (Bills/Acts)	MS Word template	Draftsmen/Parliamentary Bill Offices	Yes – Systems deliver output in form ready for printing and publication	Data is converted to XML	Draftsmen/Parliamentary Bill Offices
	- SI template system for all delegated legislation	MS Word template	Lawyers within individual Government Departments (Ministries) and Contracted Printer/Publisher	Yes – Systems deliver output in form ready for printing and publication	Data is formatted to XML schema	Lawyers within individual Government Departments (Ministries)
Official Journal of the European Union	The Commission uses a system called "Grefte2000" to enable each Directorate-General to electronically submit and monitor its dossiers via a Web browser interface.	The system currently in use for capturing legislative data is based on Microsoft Word and Legiswrite, a Microsoft Word add-on. LegisWrite has been designed in order to normalise and standardise the creation process of official documents (legislative ones and non legislative preliminaries) created by Commission services.	The development of Legiswrite has involved all the Directorate-General of the Commission. The Publications Office manages the development of Plan-IO.	The outputs from the drafting systems do not drive the print and publication systems. The documents are processed(manuscript preparation) by the Office for Publications before being sent out for composition by private companies.	Except for some specific kind of documents (e.g. the budget), the system is not based on XML standards. Documents are subject to a later conversion to XML (Formex).	Grefte2000 and Legiswrite are used by drafters and legislative coordinators. Plan-IO is mainly used by the Publications Office.
	Access to the system is reserved for the legislative coordinators designated in each DG to submit dossiers in the proper form, while the originating departments have access enabling them to prepare the dossier and see its progress until adoption by the Commission. The "Grefte" monitors the adoption procedure and is the only source of texts for publications in the Official Journal. The documents making up the dossier are written with the help of the LegisWrite tool (see point 'b' below). Transmission uses electronic mail. In the other Institutions, similar organisations are in place; some have an FTP connexion with the Office for Publications.	LegisWrite is made of a set of templates of official documents and a set of style sheets that allow drafters to create and format the official texts that have to be submitted to the Publications Office.				
	For the publication process itself, a new system is under development. This system, called "Plan-IO", is based on a ECM product (Documentum) and will allow to					