



## THE UGANDA GOVERNANCE PULSE

### THE CHARTER OF THE INDEPENDENT EXPERT PEER GROUP

#### 1. Introduction

The Uganda Governance Pulse (UGP) is an independent initiative whose goal is to track citizens' perceptions on the economy and governance in Uganda by conducting regular and scientifically rigorous public perception surveys. The Great Lakes Institute for Strategic Studies (GLISS) and Uganda National NGO Forum (NGOForum) initiated the UGP in 2019 as a response to the challenges of objectivity, reliability and periodicity of opinion polling in the country. Consequently, the architecture of the Uganda Governance Pulse process seeks to ensure appropriate checks and balance in the development of the survey tools, the conduct the surveys, the analysis of the data and the publication of its reports. In the medium and long-term, UGP is to develop into a gold standard for conducting public perceptions polls in the country by receiving general acceptability and public confidence on account of its scientific rigor. At the core of this process is an independent group of experts – the Independent Expert Peer Group (IEPG). This Charter contains operational modalities for the IEPG.

#### 2. Mandate of the IEPG

The IEPG has the overall mandate of ensuring the quality of the Uganda Governance Pulse process and its outputs, which include the survey tools, the survey data, and the survey report and associated outreach products meet the highest attainable standards. Specifically, the mandate of the IEPG covers the following aspects:

- Organizational: data collection, usage, and processing.
- Legal and political: data protection, rules of data access, data use agreements.
- Operationally: continuous review and updating of the UGP methodology and survey tool.
- Outreach: designing and executing an effective outreach and dissemination strategy and plan.

### **3. Composition of the IEPG**

The IEPG is comprised of between 10 to 20 experts. Members of IEPG are primarily selected based on their academic and professional profiles. However, to the extent possible, the membership of IEPG is configured to reflect a wide range of interests and tendencies. Members are therefore drawn from a diverse background including the academia, public policy, civil society, politics and business. Effort is taken to ensure that the composition also reflects gender diversity. This is intended to stimulate internal debate among the IEPG members with regard to the UGP survey tools and quality controls.

### **4. How to become a member of IEPG**

Members of IEPG are identified by the convening organizations or nominated by the IEPG. A prospective member is identified by any of the convening organizations and shall be presented to the IEPG for endorsement and the IEPG may veto such nomination and the reasons for the veto shall be part of the record of the veto decision. A prospective member nominated by the IEPG shall be vetted by the host organization which shall have the power to veto such nomination. A decision by the host organization vetoing a nominee by the IEPG shall be communicated to all IEPG members in writing and shall state the reasons for the veto.

### **5. Conduct of members**

All members of the IEPG are expected to exercise the highest professional conduct and discipline at all times not engage in any conduct that is likely to compromise the integrity of the UGP process.

Further, members of the IEPG undertake to adhere to the following code of conduct:

- Ensuring personal integrity and respect for each other in all operations of the IEPG.
- Regular attendance of meetings, and effective communication in case of non-attendance stating the reasons they are unable to attend.
- Keeping time for all meetings and other UGP events where attendance of IEPG members is required.
- Maintain the highest of confidentiality and never to disclose details of the deliberations at IEPG meetings that are not part of the public record.
- Ensuring the integrity of all survey data and making sure that all personal data of respondents is treated with utmost privacy.

## **6. Acknowledgement and compensation for IEPG members**

Membership of IEPG shall be on a voluntary basis. The primary form of recognition of IEPG members is that the names of members who fully participate in the process of preparing any edition of the UGP report and other associated products will be published in the report as acknowledgement of their contribution.

Where funding allows, the host Institution shall make a provision for members to be reimbursed for their expenses including transport associated with their IEPG roles, communication, attendance at UGP meetings and other events as applicable.

In all cases, the IEPG members may not accept any form of payment or compensation that may directly indirectly negatively reflect on their impartiality and the independence of the UGP process.

## **7. Data and information management**

The IEPG provides guidance and oversight over all matters regarding the collection, storage, retrieval and access to all data related to the UGP process.

The host Institution shall establish the necessary servers and databases to ensure effective collection, storage and management of the data and information for the UGP process and shall ensure effective protection and integrity of such data.

Access to raw fieldwork data coming into the servers shall be restricted to persons who are designated by the Host Institution and communicated to the IEPG.

The IEPG shall devise mechanisms and rules governing access to the UGP data stored in online data bases including levels of access and where applicable, the fees to be paid for such access.

## **8. Quality assurance of the UGP process and products**

The IEPG has the overall mandate for oversight and quality assurance of the UGP process. The critical oversight and quality assurance points are:

- Development and approval of the survey methodology including sample size determination and sample selection.
- Certifying the mechanisms for fieldwork data collection and transmission to the central data facility.
- Developing Terms of Reference (ToR) and overseeing the procurement and contracting an independent company to undertake fieldwork.
- Overseeing the analysis of fieldwork data and preparing the final report of the Uganda Governance Pulse Report.
- Organizing the official launch of the report and outreach engagements with the media and other stakeholders.

## **9. Host Institution and Convening of the IEPG**

The UGP process and the IEPG are convened and hosted by the Great Lakes Institute for Strategic Studies (GLISS). GLISS is an independent policy think tank undertaking research and policy outreach in a number of public policy areas ranging from democracy and the rule of law, inclusive growth and development, climate change and climate finance, strategic minerals and oil governance, and cyber policy and digital rights.

The overall mandate of GLISS in its capacity as host and convening institution is to act as Secretariat for the UGP process and facilitate the IEPG in executing its mandate under this Charter.

### **Financing and Fundraising**

The funding for the IEPG process may be obtained from public and private sources provided the host Institution and the IEPG take all the necessary steps to ensure that such funding does not affect the independence and integrity of the process.

The host Institution shall work with the IEPG to ensure that there is adequate and non-conditional funding available to support the UGP process.

The Host Institution may work with other like-minded organizations to mobilize funding for the UGP process and will regularly update the IEPG on such fundraising efforts.

The IEPG may develop modalities for accessing UGP data upon payment of prescribed fees and the revenues so generated may be applied towards UGP process.

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