



## NDI Standards-based Questionnaire

Based on National Democratic Institute's *Toward the Development of International Standards for the Functioning of Democratic Legislatures*

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Dear participant:

Thank you for taking the time to utilize NDI's questionnaire regarding minimum legislative standards. Your responses will provide a clearer sense of the state of your legislature, and will provide a foundation from which NDI, the legislature and dedicated citizens can collaborate to create possible steps to further strengthen and enable the elected body.

To clarify, this is neither a scientific survey nor a ranking. This tool is based on the internationally recognized document, *Toward the Development of International Standards for the Functioning of Democratic Legislatures*, which was developed by NDI with input and support from a number of international organizations. Your participation and feedback will help you compare your legislature to norms and basic functions of other democratic legislatures, and identify best practices and lessons learned.

Through this questionnaire, NDI looks forward to continuing the discussion regarding the development and success of democratic legislatures. Following the use of this diagnostic tool, NDI will compile the responses and provide participants with a review of the data. Please note that while the compiled data may be presented at external conferences, in an effort to forward democratic governance worldwide, the identity of individuals involved in the questionnaire process will remain confidential. Please answer this document as openly and honestly as possible, in order to provide us with the best information to help you in your goals of creating a more effective and transparent legislature.

We look forward to receiving your completed questionnaire. If you have any questions about this document or the process, please contact your local NDI office (insert local NDI staff contact information here).

With warmest regards,

The Governance Team  
National Democratic Institute  
Washington, D.C.

## Participant Information

### Gender

- female
- male

### Sector

(check all that apply)

- Member of parliament
- Parliamentary staff
- Civil society organization
- other: \_\_\_\_\_

### Years of service

(in your selected “sector”)

- < 1
- 1-3
- 4-6
- 7-9
- > 9
- other: \_\_\_\_\_

### Age

- 21-30
- 31-40
- 41-50
- ≥51

### Job title

(check all that apply)

- Elected official/public servant
- Manager/department director
- Parliamentary administration or service staff
- Parliamentary caucus staff
- Coordinator, middle management
- Junior staff
- Civil servant
- Personal staff of member
- Other: \_\_\_\_\_

### Previous field/employment

- Public service
- Private enterprise
- Civil society/NGO
- Academia
- Other: \_\_\_\_\_

### Salary: What do people at your level in your field typically earn per month?

- ≤ \$500
- \$501-\$1,000
- \$1,001-\$1,500
- \$1,501-\$2,000
- ≥ \$2,001

### Education: What is the highest level of education you completed?

- High School
- Bachelor’s degree/college undergraduate degree
- Master’s degree
- Doctorate (e.g. Juris Doctorate, PhD)
- Other: \_\_\_\_\_

The questionnaire consists of two-part questions. The first question asks you about the formal powers of the legislature, and the second question asks about how things work in practice in the legislature. Please indicate your level of agreement or disagreement with each statement by checking the appropriate box to the right of the statement.

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
1a.	<b><u>Formal Power</u></b> Legally, legislators have immunity for speech conducted during the exercise of their duties.						
1b.	<b><u>Practice</u></b> In practice, legislators have immunity for speech conducted during the exercise of their duties.						
2a.	<b><u>Formal Power</u></b> Legally, legislators receive fair remuneration and physical infrastructure.						
2b.	<b><u>Practice</u></b> In practice, legislators have been provided with fair remuneration and physical infrastructure.						
3a.	<b><u>Formal Power</u></b> Legally, only the legislature has the authority to adopt and amend its rules of procedure.						
3b.	<b><u>Practice</u></b> In practice, only the legislature has adopted and amended its rules of procedure.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
4a.	<b><u>Formal Power</u></b> Legally, the legislature is required to make all legislators' votes public.						
4b.	<b><u>Practice</u></b> In practice, a record of the votes of all legislators is publicly available.						
5a.	<b><u>Formal Power</u></b> Legally, the legislature has the right to form temporary and permanent committees.						
5b.	<b><u>Practice</u></b> In practice, the legislature has formed temporary and permanent committees.						
6a.	<b><u>Formal Power</u></b> Legally, committees have the power to amend legislation.						
6b.	<b><u>Practice</u></b> In practice, committees have amended legislation.						
7a.	<b><u>Formal Power</u></b> Legally, committees have the power of summons to examine persons, papers and records, including witnesses and evidence from the executive branch.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
7b.	<b><u>Practice</u></b> In practice, committees have summoned persons, papers and records, including witnesses and evidence from the executive branch.						
8a..	<b><u>Formal Power</u></b> Legally, the legislature, rather than the executive, controls legislative staff, including selection, hiring and dismissal.						
8b.	<b><u>Practice</u></b> In practice, the legislature, rather than the executive, controls its staff, including selection, hiring and dismissal.						
9a.	<b><u>Formal Power</u></b> Legally, the legislature has adequate resources to hire sufficient staff to fulfill its responsibilities.						
9b.	<b><u>Practice</u></b> In practice, the legislature has adequate resources to hire sufficient staff to fulfill its responsibilities.						
10a.	<b><u>Formal Power</u></b> Legally, non-partisan staff are required to publish transcripts, votes, and agendas for upcoming legislative sessions.						
10b.	<b><u>Practice</u></b> In practice, non-partisan staff publish transcripts, votes, and agendas for upcoming legislative sessions.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
11a.	<b><u>Formal Power</u></b> Legally, in order to become law, the legislature must approve legislation, including national budgets.						
11b.	<b><u>Practice</u></b> In practice, the legislature approved all legislation, including national budgets, before they became law.						
12a.	<b><u>Formal Power</u></b> Legally, the legislature has the power to amend the budget before approving it.						
12b.	<b><u>Practice</u></b> In practice, the legislature amended the budget before approving it.						
13a.	<b><u>Formal Power</u></b> Legally, the legislature has at least three (3) months in which to review the proposed budget.						
13b.	<b><u>Practice</u></b> In practice, the legislature gets at least three (3) months in which to review the proposed budget.						
14a.	<b><u>Formal Power</u></b> Legally, only the legislature may determine and approve the budget of the legislature.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
14b.	<b><u>Practice</u></b> In practice, only the legislature determines and approves its own budget.						
15a.	<b><u>Formal Power</u></b> Legally, the legislature has sufficient means and mechanisms to effectively fulfill its oversight function.						
15b.	<b><u>Practice</u></b> In practice, the legislature received sufficient means and mechanisms to effectively fulfill its oversight function.						
16a.	<b><u>Formal Power</u></b> Legally, the legislature has mechanisms to impeach or censure officials of the executive branch and/or express no-confidence in the government.						
16b.	<b><u>Practice</u></b> In practice, the legislature has impeached or censured officials of the executive branch and/or expressed no-confidence in the government.						
17a.	<b><u>Formal Power</u></b> Legally, the legislature provides sufficient resources to enable legislators to fulfill constituency responsibilities, including travel to and from their constituencies.						
17b.	<b><u>Practice</u></b> In practice, legislators have sufficient resources to fulfill constituency responsibilities, including travel to and from their constituencies.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
18a.	<b><u>Formal Power</u></b> Legally, the buildings of the legislature are accessible and open to the public, press and civil society organizations.						
18b.	<b><u>Practice</u></b> In practice, the public, press and civil society organizations access the buildings of the legislature.						
19a.	<b><u>Formal Power</u></b> Legally, the legislature is required to publish all official papers and bills in all working languages recognized by the constitution or rules of procedure.						
19b.	<b><u>Practice</u></b> In practice, the legislature has published all official papers and bills in all working languages recognized by the constitution or rules of procedure.						
20a.	<b><u>Formal Power</u></b> Legally, legislators are required to fully disclose their financial assets and business interests.						
20b.	<b><u>Practice</u></b> In practice, legislators disclose their financial assets and business interests.						
21a.	<b><u>Formal Power</u></b> Legally, the legislature has mechanisms for receiving and considering public views on proposed legislation.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
21b.	<b><u>Practice</u></b> In practice, the legislature uses mechanisms for receiving and considering public views on proposed legislation.						
22a.	<b><u>Formal Power</u></b> Legally, legislators may form party caucuses/groups and the rights and responsibilities of those caucuses/groups in the legislature are clearly defined.						
22b.	<b><u>Practice</u></b> In practice, legislators have formed party caucuses/groups and the rights and responsibilities of those caucuses/groups in the legislature are clearly defined.						
23a.	<b><u>Formal Power</u></b> Legally, the legislature should provide adequate resources and facilities for party caucuses/groups.						
23b.	<b><u>Practice</u></b> In practice, party caucuses/groups have adequate resources and facilities.						
24a.	<b><u>Formal Power</u></b> Legally, party caucuses/groups have control over the selection process, and hiring and dismissal of their own staff.						
24b.	<b><u>Practice</u></b> In practice, party caucuses/groups control the selection process, and hiring and dismissal of their own staff.						

No.	Question	Strongly Agree	Agree	Disagree	Strongly Disagree	I am not aware	Not Applicable
25a.	<p><b><u>Formal Power</u></b>                      Legally, a legislator may leave his/her party caucus/group and at the same time maintain his/her seat in the legislature.</p>						
25b.	<p><b><u>Practice</u></b>                      In practice, a legislator has left his/her party caucus/group and maintained his/her seat in the legislature.</p>						