

BRINGING HUMAN RIGHTS CLOSER TO HOME



RIGHTSCITIES

SELF-ASSESSMENT TOOL

Introduction

The self-assessment tool (SAT) is a structured way to monitor progress in human rights implementation and identifying areas for improvement as well as good practices in municipalities¹. The SAT focuses on how the municipality builds and strengthens its work on implementing human rights.

The SAT can be used for development purposes depending on the municipalities needs, internal processes, and plans. Using the SAT will help municipalities in finding out how conscious their staff are of human rights and human rights work done by their municipality. Using the SAT increases awareness among the municipal staff involved in the SAT process.

In addition, as more and more cities go through the self-assessment process, learnings between them can be compared and exchanged in a structured manner.

¹ SAT was developed as part of the RIGHTSCITIES project to help partner cities, and potentially cities beyond the project, with conducting a systematic internal assessment, conducive to reflection, of the current level of implementation of and compliance with the Human Rights Cities Framework.

RIGHTSCITIES project is co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or European Education and Culture Executive Agency (EACEA). Neither the European Union nor the granting authority can be held responsible for them.

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PART 1

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RIGHTSCITIES Self-assessment Tool: Overview

This overview is meant to provide guidance on what the self-assessment tool is and how to conduct a self-assessment exercise, in consideration of the background of the tool's development and its limitations.

What is the self-assessment tool?

The self-assessment tool (SAT) was developed as part of the RIGHTSCITIES project to help partner cities, and potentially cities beyond the project, with conducting a systematic internal assessment, conducive to reflection, of the current level of implementation of and compliance with the Human Rights Cities Framework, and the realisation of the rights of persons with disabilities, based on [the EU Charter of Fundamental Rights](#) and [the UN Convention on the Rights of Persons with Disabilities](#).

The self-assessment tool is comprised of two parts:

Part 1: This part of the self-assessment tool focuses on how the municipality establishes and strengthens its identity and practice as a *Human Rights City*. It assesses the institutional, legal, and practical basis that enables the city to promote, protect, and fulfil human rights for all residents.

The assessment is based on the three pillars of the [FRA Human Rights Cities Framework](#): foundations (commitments to rights and principles), structures (mechanisms and procedures to integrate human rights into practice), tools (methods and resources to support the structures and human rights work).

Part 2: The second part of the self-assessment tool focuses on the rights of persons with disabilities through structures, strategies, and practices existing in the municipality to contribute to the realisation of the rights of persons with disabilities. It examines the city's approach to inclusion, accessibility, and equality across governance, planning, budgeting, and service delivery.

This assessment builds on Article 26 "Integration of Persons with Disabilities" of the EU Charter of Fundamental Rights and the UN Convention on the Rights of Persons with Disabilities (CRPD). It explores how these commitments are implemented in three key life areas: Work and Employment, Housing, Political, Democratic, and Community Participation. Questions in each of these key life areas are structured around 8 components, i.e. existing structures, participation and co-design, planning strategy, governance and budget, monitoring and evaluation, capacity building, information and communication, equality and intersectionality.

The SAT in its current form has limitations in terms of only covering 3 life areas, while it's recognised that other key life areas such as education, health, home and family, leisure,

culture and sports, public transportation should be assessed to provide a holistic overview of the realisation of the rights of persons with disabilities.

The ambition of the SAT is to facilitate the reflection on the current state, while also helping municipalities identify areas for improvement in a systematic manner, make informed decisions, document human rights work in a transparent, structured and comparative way.

The RIGHTSCITIES project, which the SAT is part of, aims to promote the Charter of Fundamental Rights of the European Union and its implementation at the level of cities in Europe, and to concretise how the Charter applies locally. It builds on the methodological framework [“Human rights cities in the EU: a framework for reinforcing rights locally”](#) and its [accompanying practical guidance](#) developed by the Fundamental Rights Agency to support local implementation of the Charter of Fundamental Rights of the European Union.

For whom is the self-assessment tool?

The self-assessment tool is directed at the city as a whole. It is meant to facilitate an exercise with the participation of multiple municipal staff and requires collaboration across departments to gather input from relevant stakeholders within the city administration regarding the structures and processes that contribute to the overall implementation of fundamental rights, and the rights of persons with disabilities locally. It is therefore anticipated that while the SA exercise requires a designated staff member to be a focal point for coordination purposes, several staff members should be engaged to provide answers to questions that lie within their mandate. By engaging several staff members, it can also be ensured that the exercise is not conducted in a silo but rather promotes internal collaboration and reflection.

How to carry out self-assessment?

The self-assessment tool is made available both as an online tool (on Canvas) and a document in DOC and PDF formats.

The document version is meant to help acquire answers from different staff members, facilitate internal discussions, and alike. The online version is meant to be filled out by a designated contact point within each city. The online version automatically saves your progress, allowing users to complete the self-assessment over multiple sessions.

When carrying out the self-assessment, it is important to find out whether data and/or information is already made available through existing reporting obligations or ongoing work, or if obtaining input requires consultation or coordination with specific stakeholders/departments/etc.

The questions in the SAT are designed to minimise the need for subjective interpretation, focusing instead on verifiable processes, structures, and activities. Responses should reflect the city’s overall approach and practice rather than individual opinions or isolated initiatives. Respondents are encouraged to answer the questions to the extent possible; options such as “Don’t know” and “Not applicable” are provided where appropriate.

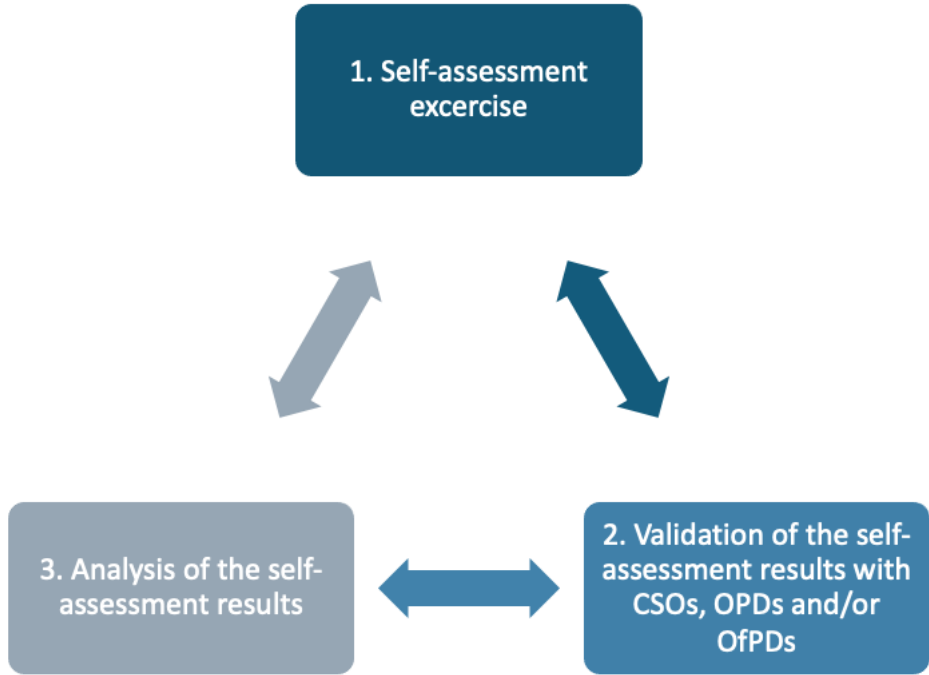
Following the completion of the self-assessment, the person in each partner city responsible for filling out the self-assessment on Canvas, will receive the generated report. The report or the selection of the self-assessment results should be used for the validation stage of the self-assessment process. Validation of the self-assessment results should be finalised by the end of February 2026.

In this context, validation refers to the process of consulting with external stakeholders, primarily CSOs, OPDs and/or OfPDs, regarding the results of the self-assessment to ensure the credibility, accuracy, and usefulness of the findings. By consulting with external stakeholders the self-assessment process gains diverse perspectives and independent insights that help determine whether the results reflect the actual situation. This step can enhance transparency and accountability, build trust among stakeholders, and help identify any potential gaps, biases, or overlooked issues of the self-assessment results. Ultimately, validation strengthens the legitimacy of the conclusions and supports evidence-based decision-making for future actions and improvements.

Not all parts covered by the self-assessment tool are equally relevant for validation with external stakeholders as they might only concern internal aspects of the municipality. It thus should be discussed between each partner city and their civil society partners which parts are to be discussed as part of the validation. The involvement of CSOs, OPDs and/or OfPDs is highly encouraged to form the basis of the validation of the self-assessment results and should be planned accordingly.

To follow the self-assessment process in each partner city and catch lessons learned, a city report template has been developed. Partner cities are encouraged to fill in the city report template as you move forward in the self-assessment process, as the city report template covers different stages in the self-assessment process, i.e. background, development, testing, analysis, action points identification stages.

To enhance the ownership of the self-assessment process and its results, cities should undertake the analysis of the self-assessment results. Analysis of the results is the stage following the validation stage, which aims to identify main strengths, weaknesses, and underlying causes of performance gaps to inform recommendations, targeted actions, and assigning responsibilities.



RIGHTSCITIES Self-assessment Tool: Glossary

Please, familiarize yourself with this glossary to prepare yourself for answering the self-assessment questions. Please, go back to the terms, as you navigate through the questions.

Capacity building can be understood as efforts towards increasing knowledge, skills, and other capabilities of organisations, institutions, and individuals by the means of trainings, incentive, technology. The term “capacity development” is used interchangeably with capacity building, however, while capacity building assumes lack of existing capacities to start from, capacity development recognizes existing capacity which individuals, organisations, and societies obtain, strengthen, and maintain over time.^[1]

Awareness-raising broadly covers efforts that foster communication and information to improve mutual understanding and mobilize communities to bring about changes in attitudes and behavior. Such efforts include but are not limited to public campaigns, trainings, seminars, workshops, formal educations, audiovisual and printed materials, actions on social media. ^[2]

International **human rights monitoring mechanisms** are divided into 10 treaty-based and 4 charter-based mechanisms. Treaty-based Bodies monitor implementation of core international human rights treaties, such as CEDAW, CRPD, CAT, while charter-based bodies include the Human Rights Council, Special Procedures with 46 thematic and 14 country mandates, Universal Periodic Review (UPR), and Independent Investigations. ^[3]

Human rights-based approach (HRBA) is a framework that helps to operationalize respect for and protection of human rights in practical steps and activities^[4]. To organize HRBA’s principles and aspects, the tool PLANET (participation, link to human rights obligations, accountability, non-discrimination and equality, empowerment and capacity development, transparency) can be used^[5]. You can also explore other interpretations of HRBA. For instance, the one elaborated by the European Commission, which grounds HRBA in 5 following working principles: meaningful and inclusive participation and access to decision-making; non-discrimination and equality; accountability and the rule of law for all; transparency and access to information, supported by disaggregated data^[6].

Organisations of persons with disabilities (OPDs) are established, led, and controlled by people with disabilities, adhering to the principle "Nothing about us without us".

Organisations for persons with disabilities (OfPDs) are often non-disabled-led groups that provide services or advocate for people with disabilities, though some may include them in their structure.

Both OPDs and OfPDs are civil society organisations (CSOs).

Monitoring and Evaluation (M&E) are distinct but complementary processes used to track progress, assess results, and support effective implementation. M&E helps measure progress against planned objectives, strengthen accountability, support evidence-based decision-making, improve efficiency and effectiveness, identify risks and challenges, and generate lessons learned. It also enhances reporting to stakeholders and provides information to inform the development and implementation of current and future policies, programmes, and projects.^[7]

Human Rights Impact Assessment (HRIA) is a process used to assess the actual or potential effects of municipal policies, plans, programmes, projects, or measures on the enjoyment of human rights. HRIA can be undertaken before implementation to anticipate impacts, so called ex ante, as part of policy development and review, or after implementation to evaluate outcomes, so called ex post. It helps identify risks, strengthen accountability, support participation and transparency, and ensure that municipal actions are aligned with human rights standards and contribute to equitable and inclusive outcomes for all residents.^{[8] [9]}

A National Human Rights Institution (NHRI) is an independent, state-mandated body with a legal or constitutional mandate to promote and protect human rights at the national level. NHRIs support the implementation of human rights standards through activities such as monitoring, advice, education, advocacy, and accountability. They can also serve as important partners for municipalities by providing guidance, monitoring human rights implementation, and supporting accountability and good governance. Their compliance with the UN Paris Principles is formally recognised through an international accreditation system.

Part 1: Foundations – Affirming the City’s Commitment to Human Rights

1. Commitment to upholding the EU Charter²

Commitment to upholding the EU Charter of Fundamental Rights, which is legally binding for all national, regional, and local authorities in the EU.

1.1 Has the city made any public commitments?

- Yes, formal public human rights commitments have been made by the city.
- No formal or public human rights commitments have been made by the city.

1.2 If yes in question 1.1, does the public human rights commitment made by the city include an explicit reference to the EU Charter of Fundamental Rights?

- Yes
- No

1.3 If yes in question 1.1, do policies, programmes, and projects exist and are implemented based on this public human rights commitment made by the city?

- Yes
- No

1.4 In general, are you aware of the instances when city officials, departments, or decision-making bodies explicitly reference the EU Charter when issuing or justifying local decisions, policies, or legal acts?

- Yes
- No

1.5 Are there mechanisms in place to ensure that all departments, service providers, and contracted entities comply with EU law, including the EU Charter?

- Yes
- No

2. Commitment to upholding international human rights standards

A commitment to protecting, respecting, and fulfilling international human rights standards. Aligning decisions with the international human rights law and the European Convention on Human Rights.

2.1 Has the city committed to international and regional human rights standards?

² <https://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:12012P/TXT>

- Yes
- No

2.2 If yes in question 2.1, do policies, programmes, and projects exist and are implemented based on the formal or public commitments to international human rights standards made by the city?

- Yes
- No

2.3 In general, are you aware of any instances when city officials, departments, or decision-making bodies mention international human rights standards and treaties when issuing or justifying local decisions, policies, or legal acts?

- Yes
- No

3. Commitment to the UN Sustainable Development Goals (SDGs)

Commitment to fulfilling the national plan for the global Agenda 2030 and its SDGs.

3.1 Has the city made a commitment to support the national plan for implementing the global Agenda 2030 and the SDGs?

- Yes
- No

3.2 If yes in question 3.1, do policies, programmes, and projects exist and are implemented based on this commitment?

- Yes
- No

3.3 Are human rights standards and principles explicitly referenced to and applied in the work of municipal departments that focus on or contribute to SDGs implementation?

- Yes
- No

3.4 Is the city's local SDGs work linked to national strategies or efforts to implement Agenda 2030?

- Yes
- No

4. Contributing to international Human Rights Monitoring

Commitment to contributing as appropriate to international human rights monitoring mechanisms, particularly the United Nations Universal Periodic Review (see the glossary).

- 4.1 Has the city made a public commitment to contribute to international human rights monitoring mechanisms?
- Yes
 No
- 4.2 If yes in question 4.1, do policies, programmes, and projects exist and are implemented based on the commitment to contribute to international human rights monitoring mechanisms made by the city?
- Yes
 No
- 4.3 Is the city's human rights work explicitly guided by, and aligned with recommendations from international human rights monitoring mechanisms?
- Yes
 No
- 4.4 Does the city use the recommendations of international human rights monitoring mechanisms in its engagement with the national-level actors?
- Yes
 No
- 4.5 If yes in 4.1, please select all the internal and external actors that are involved in the city's contribution to the international human rights monitoring mechanisms?
- Elected officials
 Staff from different departments at city level
 NGOs
 Communities and grassroots organisations
 Rightsholders and the wider public
 Academic institutions and experts
 National bodies (NHRI, equality body, ombuds institution)
 Other (please specify)
- 4.6. Is the city involved in national-level reporting processes to international human rights monitoring mechanisms, such as the Universal Periodic Review (UPR)?
- Yes
 No

4.7 If yes in 4.6, please specify how the city is involved in national-level reporting processes to international human rights monitoring mechanisms, such as the Universal Periodic Review (UPR).

Part 2: Structures – Mechanisms and Procedures to Help Integrate Human Rights into Daily City Work

5. Formal Declaration

To formalise commitment to human rights, high-level declarations developed with local stakeholders can be adopted by the city council or other governing body and then communicated widely to build and promote a culture of rights.

5.1 Is there a formal declaration/resolution/decision of the city's commitment to human rights by a city council, mayor or other city governing body?

- Yes
- No

5.2 If yes in 5.1, please select all the **external actors that were actively involved in the process** of developing the city's declaration/resolution/decision on the commitment to human rights **from the very start?**

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts
- Local businesses
- Other (please specify)

5.3 If yes in 5.1, please select which **external actors that received feedback on the result of the consultation process** during the development of the city's declaration/resolution/decision on the commitment to human rights?

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts
- Local businesses
- Other (please specify)

5.4 If yes in question 5.1, is there a strategy/policy/programme/framework for implementing the above declaration/resolution/decision of the city's commitment to human rights?

- Yes
- No

5.5 If yes in question 5.4, is there a review process of the implementation of such a strategy/policy/programme/framework?

- Yes
- No

6. Nominated Representative responsible for human rights

Nomination of a local elected representative (or committee) in the city council or other governing body.

6.1 Is there a local elected representative (or committee) in the city council or other governing body specifically responsible for human rights?

- Yes
- No

*The following questions 6.2-3 only need to be answered if the answer to the question 6.1 is **yes**.*

6.2 What is the role of the elected representative (or committee)? *(select all that apply)*

- Overseeing overall human rights work
- Reporting on the human rights situation and human rights work to the city council or other governing body
- Proposing new human rights initiatives communicate *externally* on human rights issues and concerns
- Communicating *externally* on human rights situation and human rights work
- If other, please specify

6.3 What actors do support this elected representative (or committee) in their work relating to human rights? *(please select all that apply)*

- City's human rights structure/office
- Specific department
- Advisory council and/or citizen dialogue
- Academic institutions and experts
- Association of cities and regions
- Other actors (please specify)

The following question only needs to be answered if the elected representative is supported in their work relating to human rights.

6.4 What forms of support does the elected representative (or committee) specifically responsible for human rights have access to? (please select all that apply)

- Expertise and advice
- Data and information

- Briefings
- Guidelines
- Information material
- Other (please specify)

7. Human rights structure or office

Establishing a human rights structure or office within the city administration to help coordinate activities, raise awareness of human rights and support outreach and participation activities.

7.1 Is there a department, office, or other structure with an explicit mandate for human rights within the city administration?

- Yes
- No

*The following questions 7.2-12 only need to be answered if the answer to the question 7.1 is **yes**.*

7.2 Please list the main tasks of this office/structure.

7.3 Where is this structure/office placed in the organisation? (Please upload an organigram)

- In the mayor's office
- In a specific department (please specify)
- In a cross-departmental coordination unit
- Under the city council or political leadership
- Integrated within the legal or compliance unit
- Part of the equality or diversity office
- Within the planning, strategy, or evaluation division
- External body contracted by the city
- Other or if the structure is a mix of structural placements (please describe)

7.4 How many staff members and managers work in the structure/office?

- Single human rights officer
- 2-5 staff members
- 6-10 staff members
- 10+ staff members

7.5 Does the structure/office responsible for human rights work in the city have its own dedicated budget?

- Yes
- No

7.6 Does the structure/office have regular contact with an elected politician in charge of human rights (e.g. mayor, city councillor)?

- Yes
- No

7.7 What is the reporting procedure of this structure/office internally (select answers that apply)?

- Reports to the mayor and/or mayor's office
- Reports to city council, nominated representative specifically responsible for human rights, relevant committees
- Reports to senior management
- Reports to advisory council
- Other (please specify)
- No internal reporting process in place

7.8 Which external actors does this structure/office involve in its work?

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts
- Local businesses
- National-level actors such as the government, NHRIs, etc.
- EU and international-level actors
- Other (please specify)

7.9 If yes in 7.8, please specify how some of these external actors are involved, and whether it is a continuous and structured involvement or an ad hoc involvement?

7.10 In which ways does this structure/office support human rights work across the city administration? (please select all that apply)

- Advising departments on integrating human rights into policies and practices
- Developing or coordinating human rights action plans or strategies
- Supporting data collection and impact assessments
- Organising or facilitating training and capacity-building
- Assisting in stakeholder engagement and participatory processes
- Reviewing policies or decisions for human rights compatibility
- Promoting good practice exchange between departments
- Providing tools, guidelines or checklists
- Other (please specify)

7.11 Which activities does this support to involve external actors include? (please select all that apply)

- Identifying relevant civil society actors

- Facilitating or moderating dialogue with civil society actors
- Providing tools or guidelines for inclusive and participatory processes
- Supporting the co-design or co-development of policies or services
- Ensuring accessibility and non-discrimination in participation formats
- Coordinating outreach and communication to external actors
- Collecting and incorporating feedback from residents and stakeholders
- Building or maintaining advisory boards or participatory councils
- Other (please specify)

7.12 Does this structure/office raise awareness on human rights in different city departments/sectors?

- Yes
- No

8. Human rights consultative body

Establishing a human rights advisory council, with key local actors, including businesses, children and youth, groups in vulnerable situations, civil society representatives, etc.

8.1 Does the city have bodies or councils for consultations with external stakeholders?

- Yes
- No

*The following questions only need to be answered if the answer to the question 8.1 is **yes**.*

8.2 If yes in question 8.1, please describe such bodies/councils and how they work (mandate, who are participating, frequency).

8.3 Which external actors are invited to participate in these bodies/councils (select all that apply)?

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts
- Local businesses
- National-level actors such as NHRIs, etc.
- Other (please specify)

8.4 Please describe at what stages of the development of policies, programmes, projects, activities, and measures, this body/advisory council is involved.

8.5 Does the city administration provide feedback to participants of this body/advisory council on how their ideas and suggestions are taken into account?

- Yes
 No

9. Establish a local ombudsperson or an anti-discrimination office

Establishing an ombuds institution with a human rights remit or an anti-discrimination office which can also provide support to victims of crime.

9.1 Does the city have ombuds institution or an anti-discrimination office with a human rights remit that offers support, guidance and/or assistance when human rights are violated?

- Yes
 No

*The following questions 9.2-8 only need to be answered if the answer to question 9.1 is **yes**.*

9.2 If yes in question 9.1, please describe how such ombuds institution/anti-discrimination office works (mandate, tasks).

9.3 What form of support and guidance does this ombuds institution/anti-discrimination office with a human rights remit offer to individuals? (select all that apply)

- Handle individual complaints
 Assistance with communication or conflict resolution with the implicated party
 Allow for third-party reporting, i.e. reporting of violation by civil society
 Legal representation in court or other similar body
 Information about rights
 Referral to other national, regional or local functions
 Assisting with analysis of if the situation is a potential breach of law
 Individual or group psychological support
 Other (please specify)

9.4 Are efforts taken to make individuals in vulnerable situations aware of the ombuds institution/anti-discrimination office?

- Yes
 No

9.5 Are the individual complaints and collected data on discrimination and human rights violations from the ombuds institution/anti-discrimination office used to shape city policy and service delivery and remedy the violations?

- Yes

No

9.6 If yes in 9.5, in what way is such data collected and used to shape city policy and service delivery?

10. Annual reporting mechanism

Developing an annual reporting mechanism on the human rights performance of the city.

10.1 Does the city make an annual report on the human rights situation in the city?

- Yes
- Yes, but it is not prepared by the city, but civil society actors, external consultants, etc.
- No
- Don't know
- Not applicable

*The following questions only need to be answered if the answer to the question 10.1 was **yes**.*

10.2 Who is the annual report on the human rights situation in the city prepared by (e.g. city's human rights office, civil society actors, external consultants)? (please specify)

10.3 Which of the following does the report cover? (please select all that apply)

- Monitoring progress
- Identifying problems
- Identifying lessons learned
- Identifying good practices and success stories
- Proposing new activities
- Informing about ways inhabitants can participate in the city's human rights work
- Informing about ways to get assistance when rights have been violated
- Other (please specify)

10.4 What external actors are involved in drafting the report? (please select all that apply)

- NGOs
- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions
- Experts
- Other (please specify)

10.5 What internal actors are involved in drafting the report? (please select all that apply)

- The mayor's office
- Elected representatives
- Political groupings
- Departments/sectors/function with an explicit human rights mandate
- Other departments/sectors/functions (please specify)

10.6 How are the report and its content shared? (please select all that apply)

- Webpage
- Social media
- Printed materials
- Plain language version
- Version in different languages
- External events (please specify)
- Internal events (please specify)
- International, EU, regional and national actor with a human rights remit
- Other cities
- Targeted efforts to specific internal actors (please specify)
- Targeted efforts to specific external actors (please specify)

10.7 Please briefly describe how the city makes use of the report?

11. Partnerships

Fostering partnerships and cooperation with national bodies, in particular NHRIs, equality bodies and ombuds institutions as well as with relevant European and international organisations. Cities can also join and contribute to city networks, which facilitate the exchange of information on human rights issues.

11.1 Does the city have strategic partnerships with national stakeholders on human rights? If yes, with which national stakeholders? (please select all that apply)

- Yes
- No

11.2 If yes in question 11.1, with which national stakeholders does the city have strategic partnerships on human rights?

- With governmental actors
- With NHRIs
- With equality bodies
- With ombuds institutions
- With academic institutions

Other (please specify)

11.3 How are these partnerships structured and what activities do they entail? (please specify)

11.4 What issues and groups of residents do these partnerships focus on? (please specify)

11.5 Does the city cooperate with other cities and regions on human rights and share its experiences, challenges and lessons learned? If yes, how?

Yes

No

11.6 If yes in question 11.5, how does the city cooperate with other cities and regions on human rights and share its experiences, challenges and lessons learned? (please select all that apply)

Through national networks

Through international networks

Through bilateral contacts

Through participation in projects

Other (please specify)

11.7 What issues and groups of rights holders does this cooperation/sharing focus on? (please specify)

11.8 Does the city cooperate with international organisations and EU institutions and bodies and shares its experiences, challenges and lessons learned?

Yes

No

11.9 If yes in question 11.8, with which with international organisations and EU institutions and bodies does the city cooperate and share experiences, challenges and lessons learned? (please select all that apply)

With EU institutions and bodies

With UN treaty bodies

With the Organisation for Security and Co-operation in Europe (OSCE)

Other (please specify)

11.10 What issues and groups of rights holders does this cooperation/sharing focus on (please specify)?

PART 3: Tools – Methods and Resources to Support Human Rights work

12. Human Rights Mainstreaming

Mainstreaming of human rights in all policy areas and processes of the city administration, adopting a ‘whole-of government’ approach to human rights rather than seeing it as the responsibility of one department only.

12.1 Is there a formalised, city-wide approach or framework for mainstreaming human rights across all departments and areas of work? If yes,

- Yes
 No

The following questions only need to be answered if the answer to the question 12.1 was yes.

12.2 What does this approach or framework include? (please describe)

12.3 Are concrete actions being taken based on this mainstreaming approach or framework? If yes, please describe.

- Yes
 No

12.4 If yes in 12.3, please describe concrete actions being taken based on this mainstreaming approach or framework.

12.5 Is there a monitoring mechanism set up to review the impact of the mainstreaming approach or framework?

- Yes
 No

12.6 If yes in 12.5, please describe a monitoring mechanism set up to review the impact of the mainstreaming approach or framework.

12.7 Which internal actors are involved in the mainstreaming work? (please select all that apply)

- Human rights structure/office
 Mayor
 City council
 Relevant committees or working groups
 Department heads / city administration

Other (Please specify)

12.8 Which external actors are involved in the mainstreaming work? (please select all that apply)

- NGOs
- Communities and grassroot organisation
- Rightsholders and the wider public
- Local businesses
- Academic institution
- Experts
- Other (Please specify)

12.9 Is there a formalised network for human rights exchange between city departments or other relevant internal stakeholders?

- Yes, a network is formally set up, please describe _____
- No, city departments or other relevant internal stakeholders co-operate on human rights activities in an informal way
- No, there is no cooperation between city departments or other relevant internal stakeholders on human rights activities in an informal way
- Don't know
- Not applicable

12.10 If yes in 12.9, please describe who is involved in this formalised network for human rights exchange between city departments or other relevant internal stakeholders, how it is organised, whether concrete actions are being taken based on its work, and if there is a monitoring mechanism set up to review its impact?

12.11 Is the work on human rights mainstreaming connected with other mainstreaming efforts, e.g. gender mainstreaming?

- Yes
- No

12.12 Are human rights mainstreaming efforts monitored?

- Yes
- No

12.13 If yes in 12.14, how are human rights mainstreaming efforts monitored?

- Through internal reporting **within** departments
- Through internal reporting **across** departments
- As part of existing quality management or performance systems
- Through annual or periodic human rights reports
- Other (Please specify)

13. Human Rights-Based Approach

Applying a 'human rights-based approach' to the city's work.

13.1 Has the city made a commitment to applying a human rights-based approach to its work?

- Yes
- No

13.2 If yes in 13.1, have policies or programmes been implemented based on the city's commitment to applying a human rights-based approach?

- Yes
- No

13.3 If yes in 13.2, is there a monitoring mechanism set up to review the impact of policies or programmes implemented based on the city's commitment to applying a human rights-based approach?

- Yes
- No

13.4 Does the city explicitly frame and communicate policies and decisions as anchored in the human rights-based approach?

- Yes
- No

13.5 Is there a formalised system in place to ensure that the work of the city departments apply the human rights-based approach?

- Yes
- No

13.6 In what ways is the human rights-based approach communicated and embedded across the city administration? (please select all that apply)

- Through awareness-raising activities, (e.g. campaigns, internal events, information sessions)
- Through written information materials (e.g. brochures, internal newsletters, intranet resources)
- Through capacity-building efforts (e.g. targeted workshops, training sessions)
- Integrated into existing training formats for staff and management
- Embedded in overarching strategic documents and planning frameworks
- Communicated via internal leadership or management briefings
- Integrated into department-specific workplans or guidelines

Participation and Inclusion; Non-discrimination and Equality; and Accountability and Transparency are three core pairs of principles of the human rights-based approach.

*The following questions 13.7-25 aim to assess how these principles are embedded in the city's overall governance and administrative practices. **These questions can be answered regardless of an explicit commitment to a human rights-based approach.***

Participation and Inclusion

13.7 Are there formal procedures in place to ensure meaningful participation of inhabitants in local decision-making processes?

- Yes
- No

13.8 If yes in 13.7, are these formal procedures to ensure meaningful participation of inhabitants in local decision-making processes applied systematically and city-wide or only for selected areas?

- Applied systematically and city-wide
- Only applied for selected areas

13.9 How does the city ensure that participation is inclusive, particularly for groups in vulnerable situations (e.g. persons with disabilities, migrants, youth, older persons)? (please select all that apply)

- Specific outreach or consultation formats
- Support measures (e.g. interpretation, accessibility tools)
- Cooperation with civil society actors
- No specific measures yet

Non-discrimination and Equality

13.10 Are principles of non-discrimination, accessibility, and equality systematically integrated into the city's policies, services, and infrastructure?

- Yes
- No

13.11 If yes in 13.10, are principles of non-discrimination, accessibility, and equality systematically integrated into the city's policies, services, and infrastructure applied across departments or only in in selected areas?

- Across departments
- In selected areas

13.12 Does the city assess whether its structures, policies and decisions might be directly or indirectly discriminatory towards specific groups?

- Yes, regular assessments are in place
- To some extent, e.g. through selected reviews or projects
- No
- Don't know
- Not applicable

13.13 If yes in 13.12, how does the city assess whether its structures, policies and decisions might be directly or indirectly discriminatory towards specific groups?

- Through regular assessments
- Through selected reviews or projects

13.14 Is data on the composition of the population (e.g. gender, age, disability, migration background, religion, etc.) collected and used to inform policymaking?

- Yes
- No

13.15 If yes in 13.14, how is data on the composition of the population (e.g. gender, age, disability, migration background, religion, etc.) collected and used to inform policymaking?

- Disaggregated data is collected across various diversity dimensions and used regularly
- Disaggregated data is collected across selected diversity dimensions and used regularly
- Data is collected, but not systematically used

13.16 If disaggregated data is collected across **selected** diversity dimensions and used regularly, please specify which the selected diversity dimensions are.

Accountability

13.17 Are there mechanisms for inhabitants to file complaints or raise concerns related to the work of the city administration?

- Yes
- No

13.18 If yes to 13.17, are these mechanisms accessible and clearly communicated?

- Yes
- No

13.19 If yes in 13.17, do these mechanisms apply to all or only selected city services?

- All city services

Only selected services

13.20 Are there internal mechanisms, guidance, and routines in place to handle complaints from inhabitants or users of city services?

Yes

No

13.21 If yes in 13.20, which best describes these internal mechanisms, guidance, and routines to handle complaints from inhabitants or users of city services?

They are formally set up but no concrete actions are being taken on complaints

They are formally set up and concrete actions are consistently being taken on complaints

They are formally set up, concrete actions are consistently being taken on complaints, and complaints are followed up systematically with feedback to complaints

13.22 Is there a whistleblower mechanism in place for staff or service users to report misconduct or human rights violations?

Yes

No

Transparency

13.23 Are decision-making procedures and outcomes, such as for procurements of goods and services, recruitments etc., published and made accessible to the wider public?

Yes

No

13.24 If yes in 13.23, how are the decision-making procedures and outcomes, such as for procurements of goods and services, recruitments etc., published and made accessible to the wider public?

They are regularly published, and provided in accessible format

They are regularly published, but not provided in accessible format

They are not regularly published, but provided in accessible format

13.25 What measures are in place to ensure transparency in service delivery and use of public funds? (please select all that apply)

Open data portals or dashboards

Public access to budgets and spending information

Annual reporting

Citizen oversight mechanisms

Other (Please specify)

- No measures to ensure transparency in service delivery and use of public funds are in place

14. Capacity Building, Training, Education

Capacity building, training, and education initiatives to promote and uphold human rights principles within city administration and among key professional groups (e.g. police, teachers, healthcare providers, social housing providers).

14.1 Does the city implement capacity-building to strengthen knowledge and skills related to human rights within the administration?

- Yes
 No

14.2 If yes in 14.1, what capacity-building measures has the city implemented to strengthen knowledge and skills related to human rights within the administration? (please select all that apply)

- Regular human rights training for all staff
 Targeted training for specific departments or roles (e.g. social services, law enforcement)
 Induction training on human rights for new employees
 Workshops or seminars with external human rights experts
 Leadership training on human rights for senior officials or managers
 Human rights mentoring or peer-learning initiatives
 Access to human rights guidance materials, toolkits, or e-learning platforms
 Study visits, exchange programmes, or participation in external conferences
 Participation in national or international human rights training programmes
 Organisational strengthening through human rights audits or assessments
 Other (please specify)

14.3 If yes in 14.1, how is the impact of capacity building activities measured? (please select all that apply)

- Pre- and post-training evaluations or assessments
 Participant feedback surveys
 Follow-up interviews or focus groups with participants
 Impact monitoring to identify changes in policies, practices, or service delivery
 Tracking participation rates and completion of training modules
 Independent evaluations or audits
 Other (please specify)
 No formal impact assessment conducted

14.4 Which staff does currently have mandatory introductory human rights trainings? (please select all that apply)

- Municipal staff
- Specific departments (please specify)
- Senior Management
- Elected officials
- City-owned/affiliated businesses
- Other (please specify)
- None

14.5 Are human rights topics included in any other mandatory training?

- Yes
- No

14.6 If yes in 14.5, what human rights topics are included in such mandatory training?

14.7 Are there ongoing or continuing human rights training opportunities provided within the city administration?

- Yes
- No

14.8 If yes in 14.7, how are these human rights training opportunities provided within the city administration?

- They are offered regularly across all departments
- They are offered only in selected departments or for specific roles
- They are offered occasionally, on an ad hoc basis
- They are offered on demand

14.9 If yes in 14.7, who can participate in these trainings? (please select all that apply)

- Municipal staff
- Specific departments (please specify)
- Senior Management
- Elected officials
- City-owned/affiliated businesses
- Other (please specify)

14.10 What topics are covered in any of the city's training activities on human rights? (please select all that apply)

- International, regional, and national human rights frameworks
- EU Charter of Fundamental Rights
- The role of local governments in protecting and promoting human rights
- Non-discrimination and equality

- Accessibility and inclusion (e.g. for persons with disabilities, older persons)
- Gender equality and prevention of gender-based violence
- Participation and civic engagement
- Rights of the child
- Migration and the rights of refugees and migrants
- Human rights in public service delivery
- Conflict sensitivity and mediation in diverse communities
- Data protection and privacy rights
- Other (please specify)

14.11 Is tailored human rights education provided to specific professional groups such as police officers, educators, healthcare providers, or staff of social housing organisations?

- Yes
- No

14.12 If yes in 14.11, please specify to what professional groups is this tailored human rights education provided? Is tailored human rights education provided to specific professional groups such as police officers, educators, healthcare providers, or staff of social housing organisations?

15. Human rights budgeting and procurement

Considering human rights principles at all stages of budgeting work and in public procurement.

15.1 Has the city made a commitment to human rights budgeting?

- Yes
- No

15.2 If yes in 15.1, are policies and programmes implemented based on the city's commitment to human rights budgeting?

- Yes
- No

15.3 Are human rights principles and obligations integrated into the city's budgetary process, including planning, allocation, implementation, and evaluation?

- Yes
- No

15.4 If yes in 15.3, to what extent are human rights principles and obligations integrated into the city's entire budget?

- Fully integrated at all stages of the process
- Partially integrated – some stages include human rights considerations

- Considered on a case-by-case basis, but not systematically
- Other (please specify)

15.5 Are human rights principles and obligations integrated into the city's procurement process, including planning, allocation, implementation, and evaluation?

- Yes
- No

15.6 If yes in 15.5, to what extent are human rights principles and obligations integrated into the city's procurement process?

- Fully integrated at all stages of the process
- Partially integrated – some stages include human rights considerations
- Considered on a case-by-case basis, but not systematically
- Other (please specify)

15.7 At which stages of the budget cycle are human rights considerations explicitly considered?

- Planning and prioritisation
- Budget allocation and resource distribution
- Implementation and service delivery
- Monitoring and evaluation
- Other (please specify)

15.8 How is compliance with human rights ensured throughout the budgeting and procurement processes? (please describe or provide examples)

15.9 If human rights budgeting has not yet been implemented, have potential entry points or opportunities for integrating human rights considerations into budget processes been identified?

- Yes
- No

15.10 If yes in 15.9, please specify such potential entry point.

15.11 Is data disaggregated by gender, age, disability, income level, etc. used in budget planning to identify areas requiring targeted public action (e.g. inequalities)?

- Across all policy areas
- Only in specific policy areas

15.12 If yes in 15.11, is disaggregated data used across all policy areas or only in specific policy areas, please specify which policy areas?

- Across all policy areas

- Only in specific policy areas

15.13 If in 15.12 you selected “only in specific policy areas”, please specify which policy areas.

15.14 Is information on the human rights impact of budget decisions made available to support evidence-based budgeting?

- Yes
 No

15.15 Do public procurement guidelines or regulations include explicit provisions to ensure respect for and the fulfilment of human rights (e.g. labour rights, non-discrimination, accessibility)?

- Yes
 No

15.16 If yes in 15.15, please describe any public procurement rules of relevance for human rights.

15.17 Is there a mechanism or process in place to assess compliance with human rights standards both at the application stage and during the implementation of city-funded projects?

- Yes
 No

15.18 If yes in 15.17, is this mechanism or process used for all projects funded by the city or only for some projects funded by the city?

- For all projects funded by the city
 Only for some projects funded by the city

15.19 If in 15.18 you selected “only for some projects funded by the city”, please specify these projects.

15.20 Which of the following specific approaches to budgeting are used? (please select all that apply)

- Gender-responsive budgeting
 Child-friendly budgeting
 Disability-inclusive budgeting
 Climate or sustainability budgeting
 Intersectional or equity-focused budgeting
 Other (please specify)
 None

15.21 Is the city's budget made publicly accessible in a way that enables the wider public to understand whether funds are being allocated and spent in accordance with human rights commitments?

- Yes
 No

16. Local Action Plan

Developing and implementing a local action plan on human rights, including a set of indicators through a participatory process involving rights holders.

16.1 Is a human rights action plan currently in place at the city level?

- Yes
 No

16.2 If yes in 16.1, are policies and programmes are implemented based on this human rights action plan?

- Yes
 No

16.3 If yes in 16.1, is there monitoring mechanism set up to review the impact of this human rights action plan?

- Yes
 No

16.4 What other existing action plans that are relevant to human rights are in place at the city level? (please select all that apply)

- Inclusion Gender equality Action Plan
 Inclusion Action Plan
 Non-Discrimination Action Plan
 Children's rights Action Plan
 Anti-Racism Action Plan
 LGBTIQ+ Action Plan
 Climate/environment Action Plan
 Older persons' Action Plan
 Other (please specify)
 None

The following questions 16.5-25 must only be answered, if a human rights action plan exists.

16.5 Is the human rights action plan built on a baseline assessment?

- Yes
- No

16.6 Does the human rights action plan set short- and long-term specific goals?

- Yes
- No

16.7 If yes in 16.6, please list some of the short- and long-term goals.

16.8 If yes in 16.6, does the human rights action plan identify activities to achieve these goals?

- Yes
- No

16.9 If yes in 16.8, please specify some of the activities.

16.10 Does the human rights action plan include impact indicators to measure outcomes (not just activities)?

- Yes
- No

16.11 If yes in 16.10, please specify some of these impact indicators.

16.12 Does the human rights action plan include indicators to measure progress over time

- Yes
- No

16.13 If yes in 16.13, please specify some of these indicators to measure progress.

16.14 Are national bodies (NHRI, equality body, ombuds institution) involved in the development, implementation, and review of the human rights action plan?

- Yes
- No

16.15 If yes in 16.14, in what format are national bodies (NHRI, equality body, ombuds institution) involved in the development, implementation, and review of the human rights action plan? (select all that apply)

- Formal consultation processes
- Co-design or co-production workshops
- Permanent advisory or participatory body
- Targeted outreach to specific groups
- Regular dialogue formats
- Informal channels or ad hoc initiatives

16.16 Are civil society actors involved in the development, implementation, and review of the human rights action plan?

- Yes
- No

16.17 If yes in 16.16, in what format are civil society actors involved in the development, implementation, and review of the human rights action plan? (select all that apply)

- Formal consultation processes
- Co-design or co-production workshops
- Permanent advisory or participatory body
- Targeted outreach to specific groups
- Regular dialogue formats
- Informal channels or ad hoc initiatives

16.18 Are communities involved in the development, implementation, and review of the human rights action plan?

- Yes
- No

16.19 If yes in 16.18, in what format are communities involved in the development, implementation, and review of the human rights action plan? (select all that apply)

- Formal consultation processes
- Co-design or co-production workshops
- Permanent advisory or participatory body
- Targeted outreach to specific groups
- Regular dialogue formats
- Informal channels or ad hoc initiatives

16.20 Are academic institutions involved in the development, implementation, and review of the human rights action plan?

- Yes
- No

16.21 If yes in 16.20, in what format are academic institutions involved in the development, implementation, and review of the human rights action plan? (select all that apply)

- Formal consultation processes
- Co-design or co-production workshops
- Permanent advisory or participatory body
- Targeted outreach to specific groups
- Regular dialogue formats
- Informal channels or ad hoc initiatives

16.22 Is the wider public involved in the development, implementation, and review of the human rights action plan?

Yes

No

16.23 If yes in 16.22, in what format is the wider public involved in the development, implementation, and review of the human rights action plan? (select all that apply)

Formal consultation processes

Co-design or co-production workshops

Permanent advisory or participatory body

Targeted outreach to specific groups

Regular dialogue formats

Informal channels or ad hoc initiatives

16.24 If there are other external actors which are involved in the development, implementation, and review of the human rights action plan, please specify which the actors are and in what format they are involved.

16.25 Who is internally involved in the development, implementation, and review of the human rights action plan? (please select all that apply)

Human rights structure/office

Mayor

City council

Relevant committees or working groups

Department heads/city administration

Other (please specify)

17. Compatibility

Putting in place procedures for assessing the impact of local policies and regulations on human rights.

17.1 Are there procedures in place to systematically assess the human rights impact of **new** policies, decisions, and activities?

Yes

No

17.2 If yes in 17.1, please describe what a process looks like for assessing the human rights impact of a proposed policy, project, or activity.

17.3 Who is internally involved in the assessment of potential human rights impact of **new** policies, decisions, and activities? (please select all that apply)

- Designated body or mechanism within the city administration (e.g. a committee, office, or department)
- Human rights structure/office
- Elected officials
- Specific department (please specify)
- Others (please specify)

17.4 What external actors are involved in the assessment of potential human rights impact of new policies, decisions, and activities? (please select all that apply)

17.5 If you selected any external actors in 17.4, please specify in what format each of these actors is involved in the assessment of potential human rights impact of new policies, decisions, and activities, considering such formats as formal consultation processes, co-design or co-production workshops, permanent advisory or participatory body, targeted outreach to specific groups, regular dialogue formats, informal channels or ad hoc initiatives.

17.6 Are there procedures in place to evaluate the human rights impact of existing policies, decisions, and activities and to address any identified negative consequences?

- Yes
- No

17.7 If yes in 17.6, please describe what a typical process looks like for evaluating the human rights impact of existing policies, decisions, and activities and addressing identified negative consequences.

17.8 Who is internally involved in the evaluation of the human rights impact of existing policies, decisions, and activities and to address any identified negative consequences?

- Designated body or mechanism within the city administration (e.g. a committee, office, or department)
- Human rights structure/office
- Elected officials
- Specific department (please specify)
- Others (please specify)

17.9 What external actors are involved in the evaluation of the human rights impact of existing policies, decisions, and activities and to address any identified negative consequences? (please select all that apply)

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts

- National-level actors such as the government, NHRIs, etc.
- Others (please specify)

17.10 If you selected any external actors in 17.9, please specify in what format each of these actors is involved in the assessment of potential human rights impact of new policies, decisions, and activities, considering such formats as formal consultation processes, co-design or co-production workshops, permanent advisory or participatory body, targeted outreach to specific groups, regular dialogue formats, informal channels or ad hoc initiatives.

17.11 Is there data disaggregated by gender, age, disability, income level, etc. available to monitor the human rights situation in the city and inform on the extent of possible inequality or discrimination?

- Yes
- No

17.12 If yes in 17.11, please describe some of the types of data collected and the frequency of data collection.

17.13 If no in 17.11, please describe which important data is currently not being collected.

17.14 If there is a defined internal process for responding to the results of human rights impact assessments of policies, decisions, or activities, please choose all the actions that form part of this process?

- Policies, decisions, or activities are revised or adjusted based on assessment results
- Implementation is delayed pending further review or consultation
- The issue is escalated to senior management or a designated unity/body
- Recommendations are documented and followed up with responsible departments
- Mitigation or enhancement measures are introduced (e.g. to reduce harm or strengthen impact)
- Results are used as input for future planning and decision-making
- Actions proceed without change, but the reasoning is documented
- Other (please specify)
- None, as there is no defined process in place

17.15 Are there any examples of local decisions, policies or activities that were changed based on the outcome of a human rights impact assessment?

- Yes
- No

17.16 If yes in 17.15, please describe one example of when a local decision, policy or activity was changed based on the outcome of a human rights impact assessment.

17.17 If there are measures in place to ensure that the procedures for assessing and evaluating human rights impact are transparent, please select which measure are there? (please select all that apply)

- Published reports
- Public consultations
- Audits
- Other (please specify)
- None

18. Monitoring and Evaluation

Establishing a process for monitoring and evaluation in a participatory way, and based on data and indicators.

18.1 Is the human rights performance of the city administration systematically monitored?

- Yes
- No

Monitoring is the process of gathering information, which includes collecting data, monitoring progress, and tracking key performance indicators

18.2 If yes in 18.1, which are the part of the city administration's human rights performance monitoring?

- Both processes and outcomes
- Mainly outcomes
- Mainly processes

18.3 Which of the following applies to the monitoring of the human rights performance of the city administration?

- It is integrated into the city's ordinary planning and follow-up procedures
- It is conducted separately

18.4 Is the human rights performance of the city administration systematically evaluated?

- Yes
- No

Evaluation is the process of assessing the effectiveness, involving the collection, analysis, and interpretation of data.

18.5 If yes in 18.4, which are the part of the city administration's human rights performance evaluation?

- Both processes and outcomes

- Mainly outcomes
- Mainly processes

18.6 Which of the following applies to the evaluation of the human rights performance of the city administration?

- It is integrated into the city's ordinary planning and follow-up procedures
- It is conducted separately

18.7 How are the city's human rights monitoring and evaluation procedures structured? (please select all that apply)

- Periodic reviews
- External evaluations
- Data analysis cycles
- Dashboards
- Other (please specify)
- No procedure

18.8 What existing tools does the city use? (please select all that apply)

- National surveys or indicator frameworks
- EU surveys or indicator frameworks
- International surveys or indicator frameworks
- Surveys or indicator frameworks developed by city networks (e.g. on interculturality, migrant exclusion, equality, child rights)
- Other (please specify)

18.9 If any of the existing tools are used, how are these tools relevant and adapted to the local context? Please describe.

18.10 What disaggregated data is collected and made available to support the city's human rights monitoring efforts? (please select all that apply)

- Data on service delivery (e.g. access, usage, outcomes)
- Data on resident feedback (e.g. surveys, complaints, consultations)
- Qualitative data (e.g. interviews, focus groups)
- Data on resident feedback (e.g. surveys, complaints, consultations)
- Administrative data (e.g. from internal processes or databases)
- Data from external data sources (e.g. national statistics, academic research)
- Other, please specify.
- None

18.11 If disaggregated data is collected and made available to support the city's human rights monitoring efforts, how frequently is this data collected?

- Continuously (real-time or on rolling basis)
- Monthly

- Quarterly
- Annually
- Irregularly / ad hoc
- No fixed schedule

18.12 What internal actors are involved in the monitoring and evaluation processes?
(please select all that apply)

- Human rights structure or office
- Mayor's office
- City Council
- Specific department/s or other internal actor, please specify.
- Develop or revise internal policies based on monitoring outcomes
- Provide input or validation during evaluation cycles
- Other (please specify)

18.13 For each internal actor selected in 18.12, please describe the way in which they are involved in the monitoring and evaluation processes, considering such as participating in regular review meetings or steering groups, collecting, analysing, and reporting on monitoring data, coordinating across departments to integrate human rights indicators, leading internal evaluations or assessments, developing or revising internal policies based on monitoring outcomes, providing input or validation during evaluation cycles.

18.14 What external actors are involved in the monitoring and evaluation processes?
(please select all that apply)

- NGOs
- Communities and grassroots organisations
- Rightsholders and the wider public
- Academic institutions and experts
- Others (please specify)

18.15 For each external actor selected in 18.14, please describe the way in which they are involved in the monitoring and evaluation processes, considering such as participating in consultation meetings or workshops, serving on advisory or oversight boards, providing independent evaluations or reviews, contributing qualitative data (e.g. lived experience, testimonies), validating findings or proposing recommendations, disseminating findings to the public or stakeholder networks

18.16 If there is a defined internal process for responding to the results of human rights monitoring and evaluation, please choose all the actions that form part of this process.

- Findings are used to revise or improve ongoing activities or services
- Results inform future planning, budgeting, or policy development
- Identified shortcomings are followed up by responsible departments

- Issues are escalated to senior management or political leadership
- Mitigation or corrective measures are introduced
- The monitoring or evaluation results are reviewed in regular cross-departmental meetings
- Lessons learned are integrated into internal training or guidance
- Actions continue unchanged, but results are documented for transparency
- Other (please specify)
- No defined process is in place to respond to results

18.17 Are there specific human rights themes or population groups that the city is currently prioritising in its monitoring work?

- Non-discrimination
- Gender equality
- Roma inclusion
- LGBTIQ+ inclusion
- Children's rights
- Environmental issues
- Rights of the older persons
- Disability inclusion
- Youth inclusion
- Other (please specify)
- No specific human rights themes or population groups are currently prioritised by the city in its monitoring work

18.18 Who can access the collected monitoring data and evaluation results?

- Only internal users
- Selected stakeholders
- Everyone
- Other (please specify)

18.19 How are the results of human rights monitoring communicated to the public and relevant stakeholders? (please select all that apply)

- Published reports
- Dashboards
- Community briefings
- Open data portals
- Other (please specify)
- Not communicated to the public and relevant stakeholders

19 Communication

Proactive championing of human rights through communication initiatives and public awareness raising in the form of campaigns, awards or prizes, public debates, cultural or sports events with a human rights label, etc.

19.1 Is there a communications strategy on human rights and the city's human rights work in place?

- Yes
 No

19.2 If yes in 19.1, are policies and programmes implemented based on this strategy?

- Yes
 No

19.3 If yes in 19.1, is a monitoring mechanism set up to review the impact of this strategy?

- Yes
 No

19.4 Who do communication initiatives that promote human rights target? (please select all that apply)

- Wider public
 Children and young people
 Migrants
 Persons with disabilities
 Minority communities
 Other (please specify)
 Do not target any groups specifically

19.5 Does the city ensure that these communication initiatives are accessible to and appropriate for the target groups and that they reach them?

- Yes
 No

19.6 If yes in 19.5, please specify how the city ensures that these communication initiatives are accessible to and appropriate for the target groups and that they reach them?

19.7 Are communication channels (e.g. website, helplines, social media, local media, public offices) available year-round for inhabitants and stakeholders to engage with the city on human rights matters?

- Yes
 No

19.8 Does the city provide communication support (e.g. staff capacity, dedicated budget, materials, training) for human rights-related initiatives within the administration or in collaboration with external actors?

- Yes
- No

19.9 What topics are covered in the city’s communication efforts on human rights, e.g. testimonials? (please select all that apply)

- Celebrating grassroots initiatives or citizen-led efforts
- Telling personal stories to illustrate human rights challenges and progress
- Identifying and showcasing human rights “champions” or role models
- Promoting inclusion through cultural, artistic, or sports events
- Raising awareness of rights and compliant mechanisms
- Informing about the city’s commitments and progress on human rights
- Other (please specify)
- There are no city’s communication efforts on human rights

19.10 Does the city use events or public formats – such as awards, debates, festivals, or exhibitions – to raise awareness of human rights and foster public dialogue?

- Yes
- No

19.11 How are human rights messages and initiatives made visible in public spaces? (please select all that apply)

- Signage
- Posters
- Community boards
- Branded events
- Ads in public transportation
- Other (please specify)
- Human rights messages and initiatives are not made visible in public spaces

19.12 How is the impact of communication efforts on human rights awareness or engagement assessed?

- Regular formal evaluations or surveys
- Informal feedback
- Not currently assessed
- Other (please describe)

20. Transnational Cooperation

Cross-national cooperation and peer exchange on human rights including through dedicated city networks, integration of human rights issues in town-twinning or civil servant exchange programmes, etc.

20.1 Is the city a regularly participating member of human rights-related city networks or platforms (e.g. UCLG, ECCAR)?

- Yes
 No

20.2 If yes in 20.1, please list the networks/platforms and describe the nature of participation.

20.3 Does the city engage in international or cross-national cooperation initiatives that include a human rights dimension (e.g. through twinning partnerships, EU-funded projects, or staff exchange programmes)?

- Yes
 No

If yes in 20.3, please list these cooperation initiatives and briefly describe their nature.

20.4 Does the city take part in the development or piloting of a label, certification, or accreditation process for Human Rights Cities?

- Yes, at national level
 Yes, at EU level
 Yes, at international level
 No

20.5 Is the city involved in any informal peer exchanges or learning partnerships related to human rights policies and practices (e.g. bilateral visits, thematic working groups, informal alliances)?

- Yes
 No

20.6 If yes in 20.5, please describe these informal peer exchanges or learning partnerships related to human rights policies and practices (e.g. bilateral visits, thematic working groups, informal alliances).

20.7 Who within the city administration is responsible for managing or coordinating cooperation on human rights?

- Human rights structure or office

- Specific department
- Designated staff
- Coordination unit
- Other (please specify)
- No specific responsibility

20.8 Is there a procedure that ensures lessons learned from cooperation and exchanges are integrated into local human rights work?

- Yes
- No

20.9 If yes in 20.8, how are lessons learned from cooperation and exchanges integrated into local human rights work? (please select all that apply)

- Through internal workshops
- Through policy updates
- Through action planning
- Other (please specify)

BRINGING HUMAN RIGHTS CLOSER TO HOME



RIGHTSCITIES

SELF-ASSESSMENT TOOL

PART 2



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Foundations – Legal and Policy Commitments on Disability Rights

City's commitments to the human rights of persons with disabilities, especially to [the United Nations Convention on the Rights of Persons with Disabilities \(CRPD\)](#).

1. Commitment to compliance with the CRPD

Has the city formally and publicly committed to the implementation of the UN Convention on the Rights of Persons with Disabilities (CRPD)? (please select all that apply)

- Yes, formal/public commitments made
- Yes, and policies/programmes exist based on this commitment
- Yes, and policies/programmes are implemented based on this commitment
- Yes, and there is a monitoring mechanism to review its impact
- No formal or public commitments made
- Don't know
- Not applicable

Which legal frameworks do city officials or departments explicitly reference when issuing or justifying local decisions, policies, or legal acts relating to persons with disabilities? (please select all that apply)

- UN Convention on the Rights of Persons with Disabilities (CRPD)
- EU Charter of Fundamental Rights (Art. 26 Integration of persons with disabilities)
- European Convention on Human Rights
- European Social Rights Charter (Art. 15 The right of persons with disabilities to independence, social integration and participation in the life of the community)
- National fundamental/human rights standards
- Other national Legislation
- Don't know
- Not applicable

Is the CRPD explicitly and actively used in the design of local services? (please select all that apply)

- Yes, in overarching strategies or action plans
- Yes, in municipal programmes (e.g. housing, care, mobility, work)
- Yes, in service agreements or contracts with providers
- Yes, in funding criteria
- Yes, in monitoring/evaluation frameworks
- Yes, in staff training/orientation materials
- Yes, as reference standard in service models/innovations
- No explicit reference
- Don't know
- Not applicable

2. Contribution to CRPD Independent Monitoring Mechanisms (IMM)

Does the city contribute to national or regional CRPD monitoring mechanisms? (please select all that apply)

- Yes – by providing reports/data
- Yes – through consultations or hearings
- Yes – through cooperation with Organisations of persons with disabilities (OPDs) and/or Organisations for persons with disabilities (OfPDs) in Independent Monitoring Frameworks (IMM) processes
- No contribution so far
- Don't know
- Not applicable

3. Commitment to UN SDGs

Has the city made a formal or public commitment to promoting the inclusion and rights of persons with disabilities as part of its local implementation of the Agenda 2030 and the Sustainable Development Goals (SDGs)? (please select all that apply)

- Yes, formal or public commitment made by the city
- Yes, and disability inclusion is reflected in policies/programmes based on this commitment
- Yes, and these policies/programmes are being implemented
- Yes, and there is a monitoring mechanism to review disability inclusion in the SDGs implementation
- No formal or public commitment made by the city
- Don't know
- Not applicable

Is the city's work on disability inclusion and rights connected to national strategies or initiatives for implementing the SDGs?

- Yes
- No
- Don't know
- Not applicable

Structures – Institutional Responsibilities and Cooperation on Disability

Mechanisms and procedures to help integrate the CRPD and Art. 26 of the EU Charter into daily work.

4. Formal Declaration

Is there a formal declaration/resolution/decision of the city's commitment on the rights of persons with disabilities at the highest political level?

- Yes, explicit resolution/decision on disability rights
- Yes, broader human rights/anti-discrimination resolution including disability
- Other, please specify: _____
- No
- Don't know
- Not applicable

5. Designated Political/Administrative Responsibility

Is there an elected representative or office-holder responsible for disability rights?

- Elected representative with explicit mandate
- Elected representative with implicit/shared mandate
- Other, please specify: _____
- No
- Don't know
- Not applicable

6. Administrative Office/Unit

Is there an office/unit in the city administration with a mandate on disability rights?

- Yes – explicitly for disability rights
- Yes – implicitly (e.g., covered within a broader human rights or non-discrimination office)
- Other, please specify: _____

- No
- Don't know
- Not applicable

7. Consultative Body

Is there a consultative or advisory body on disability rights with participation of persons with disabilities, Organisations of persons with disabilities (OPDs) and/or Organisations for persons with disabilities (OfPDs)? If yes, are participants remunerated for their involvement?

- Yes – permanent/mandatory body, with remuneration
- Yes – permanent/mandatory body, without remuneration
- Yes – permanent/voluntary body, with remuneration
- Yes – permanent/voluntary body, without remuneration
- Yes – ad hoc or informal consultations, with remuneration
- Yes – ad hoc or informal consultations, without remuneration
- Other, please specify: _____
- No
- Don't know
- Not applicable

8. Complaint/Anti-Discrimination Mechanisms

Is there a local anti-discrimination office or ombudsperson for disability rights?

- Yes – dedicated to disability
- Yes – covers disability among other grounds
- Other, please specify:
- No
- Don't know

Not applicable

For which of the following groups does the city provide targeted support, guidance, or remedies in cases of rights violations (e.g. through a dedicated body, counselling, or legal assistance)?

Women and girls with disabilities

Children and young persons with disabilities

Older persons with disabilities

Persons with psychosocial disabilities

Persons with intellectual disabilities

Persons with sensory disabilities (e.g. blind, deaf, hard of hearing)

Persons with physical disabilities

Persons with multiple or complex disabilities

Persons with disabilities with migration or minority background

LGBTIQ+ persons with disabilities

Other (please specify): _____

No targeted measures in place

Don't know

Not applicable

9. Annual Reporting

Does the city publish annual reports on the situation of persons with disabilities and the implementation of disability rights?

Yes – regularly published

Yes – occasionally/irregularly published

No

Don't know

Not applicable

10. Partnerships and Cooperation

Which national stakeholders does the city have strategic partnerships with on disability rights with? (please select all that apply)

- Governmental actors
- Equality bodies
- National human rights institutions (NHRIs)
- Ombuds institutions
- Academic institutions
- Civil society/OPDs/OfPDs
- Other (please specify): _____
- None
- Don't know
- Not applicable

How are these partnerships on human rights of persons with disabilities structured and what activities do they entail? (please select all that apply)

- Formal partnership agreements or memoranda of understanding (MoUs)
- Regular coordination meetings or working groups
- Joint awareness-raising or public events
- Co-development of policies, strategies, or action plans
- Joint data collection, research, or monitoring activities
- Capacity-building or training initiatives
- Project-based cooperation (e.g. funded initiatives, pilots)
- Informal exchange or consultation without formal structure
- Other (please specify): _____
- Don't know
- Not applicable

What issues do these partnerships cover? (please select all that apply)

- Accessibility (built environment, transport, information and communication)
- Inclusive education and lifelong learning
- Employment and economic participation
- Independent living and community-based services
- Political, democratic, and community participation
- Equality and non-discrimination
- Awareness-raising and attitude change
- Access to justice and legal capacity
- Health and social protection
- Data collection, monitoring, and evaluation
- Cross-cutting or intersectional issues (e.g. gender, age, migration, ethnicity)
- Other (please specify): _____
- Don't know
- Not applicable

Who does the city cooperate/share experiences, challenges and lessons learned on the implementation of disability rights with? (please select all that apply)

- Other municipalities (national level)
- Other municipalities (international level)
- Regional or provincial authorities
- National government, ministries or agencies
- National associations of local governments
- Civil society/OPDs/OfPDs
- European-level networks or organisations (e.g. Eurocities, Council of European Municipalities and Regions)
- EU institutions or agencies (e.g. European Commission, Fundamental Rights Agency)
- UN bodies or mechanisms (e.g. CRPD Committee)
- Academic or research institutions
- Other (please specify): _____
- Don't know
- Not applicable

Human Rights Tools – Mainstreaming Disability in City Policies

11. Disability Mainstreaming and Coordination

Are there coordination structures in place across city departments (e.g. social affairs, health, employment, political participation, urban planning, transport, culture) to address disability rights?

- Yes, formal mechanism (e.g. working group, task force)
- Yes, informal exchanges
- No
- Don't know
- Not applicable

If there are coordination structures in place across city departments (e.g. social affairs, health, employment, political participation, urban planning, transport, culture) to address disability rights, please specify on which issues: _____

12. Human Rights-Based Approach (HRBA)

For the definition of HRBA, see the Glossary

Has the city made a commitment to applying a human rights-based approach to disability-related issues?

- Yes – formal/public commitment
- Yes – with implementation of policies/programmes
- Yes – with monitoring mechanism in place
- No
- Don't know
- Not applicable

13. Capacity Building

What capacity-building or awareness-raising activities on the rights of persons with disabilities for staff, service providers, or partners exist in the city? (please select all that apply)

- Regular human rights training including disability rights
- Targeted training for specific departments/roles
- Induction training on disability rights for new employees
- Workshops/seminars with disability rights experts
- Leadership training for senior officials/managers
- Peer-learning/mentoring on disability rights
- Access to guidance materials/toolkits/e-learning
- Study visits/exchange programmes
- Participation in national/international training programmes
- Human rights/disability audits or assessments
- None
- Other (please specify): _____
- Don't know
- Not applicable

Which of the following topics do the city's capacity-building or awareness-raising activities for staff, service providers, or partners cover? (please select all that apply)

- Rights and inclusion of women and girls with disabilities
- Intersectionality and multiple forms of discrimination (e.g. disability and gender, age, ethnicity, migration background, sexual orientation)
- Anti-ableism and combating disability-based prejudice and stereotypes
- Inclusive communication and respectful representation of persons with disabilities
- Accessibility and reasonable accommodation in service delivery

- Preventing and responding to violence and abuse against persons with disabilities
- Participation and leadership of persons with disabilities in decision-making
- Other (please specify): _____
- No capacity-building activities on these topics
- Don't know
- Not applicable

Is the Convention on the Rights of Persons with Disabilities (CRPD) explicitly included in general human rights capacity-building or awareness-raising activities for staff, service providers, or partners?

- Yes – internally (for municipal staff, administration, and decision-makers)
- Yes – externally (for citizens, service providers, and community stakeholders)
- Yes – both internally and externally
- Partially – mentioned indirectly or as part of broader equality or inclusion efforts
- No – not included in awareness-raising activities
- Don't know
- Not applicable

14. Budgeting and Procurement

To what extent are the rights of persons with disabilities integrated into the city's budgetary and procurement processes (including planning, allocation, implementation, and evaluation)?

- Fully integrated at all stages (planning, allocation, implementation, evaluation)
- Partially integrated – some stages include considerations about rights of persons with disability
- Considered on a case-by-case basis
- Not integrated
- Don't know
- Not applicable

How is compliance with disability rights ensured in procurement processes? (please select all that apply)

- By inclusion of disability rights and non-discrimination clauses in all procurement policies or guidelines
- By applying specific accessibility and universal design standards required in tenders and contracts
- Evaluation criteria include social or equality considerations (e.g. inclusive employment, accessible services)
- Pre-qualification or supplier selection includes assessment of compliance with disability rights
- Staff involved in procurement are trained on equality and accessibility obligations
- Monitoring and audit mechanisms in place to verify compliance during implementation
- Corrective actions or penalties applied in cases of non-compliance
- Consultation with persons with disabilities or OPDs on relevant procurement processes
- Applied only in specific sectors (e.g. construction, ICT, transport)
- Disability rights are not systematically considered in procurement
- Don't know
- Not applicable

15. Local Action Plan

Is there a local action plan regarding the rights of persons with disabilities in place?

- Yes – specific to the rights of persons with disabilities
- Yes – on human rights or specific target groups (including disability)
- No
- Don't know
- Not applicable

In which other areas of municipal strategies or action plans are the rights of persons with disabilities, accessibility, and inclusion explicitly considered? (please select all that apply)

- Urban planning and development (e.g., accessible public spaces, transport, housing)
- Procurement policies and procedures (e.g., inclusive contracting, accessibility requirements for suppliers)
- Local economic development and business support programmes
- Education and vocational training strategies
- Health and social services plans
- Emergency preparedness and crisis response plans
- Cultural, sports, and recreational programmes
- Environmental or climate action plans
- Technology, digitalisation, or smart city initiatives
- Other, please specify: _____
- None
- Don't know
- Not applicable

16. Policy Compatibility Screening

Are there procedures to scrutinise local policies/regulations for their compatibility with disability rights?

- Yes – systematically
- Yes – occasionally
- No
- Don't know
- Not applicable

For which specific groups are these reviews conducted? (please select all that apply)

- Persons with disabilities in general
- Women and girls with disabilities
- Older persons with disabilities
- Children and youth with disabilities
- Migrants and refugees with disabilities
- LGBTQI+ persons with disabilities
- Persons with intellectual or psychosocial disabilities
- Other (please specify): _____
- No such reviews conducted
- Don't know
- Not applicable

17. Monitoring and Evaluation of the human rights of persons with disabilities

Are there mechanisms to monitor and evaluate the status of implementation of the rights of persons with disabilities (beyond specific services)?

- Yes – a formal, city-wide monitoring and evaluation framework exists
- Yes – periodic reviews or progress reports are conducted
- Yes – external or independent evaluations are carried out
- Partially – monitoring takes place within specific departments or projects only
- No – no structured monitoring or evaluation mechanism exists
- Don't know
- Not applicable

How are the following stakeholders involved in the monitoring and evaluation of the status of implementation of the rights of persons with disabilities (beyond specific services)? (please select all that apply)

	Persons with disabilities	Organisations for Persons with Disabilities	Organisations of Persons with Disabilities	Equality Bodies	Experts
Formally represented in monitoring committees or advisory bodies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted during data collection, evaluation, or reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Provide independent assessments or shadow reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participate through partnerships or co-monitoring projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Involved occasionally or on an ad hoc basis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not involved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

18. Communication and Awareness

Does the city proactively communicate about disability rights?

- Yes – via campaigns and awareness-raising activities
- Yes – via accessible (online) publications and materials
- Yes – via organising public events, lectures, community dialogues, school activities (e.g. International Day of Persons with Disabilities)
- Yes – by sharing and discussing good practices publicly
- No

Don't know

Not applicable

How is information by the municipality made accessible for persons with disabilities? (please select all that apply)

Easy-to-read materials (simplified language versions)

Sign language interpretation (e.g., in videos, public announcements, or events)

Subtitles or captions for video materials

Braille materials

Audio versions (e.g., recorded guides, podcasts, or voice messages)

Digitally accessible formats (e.g., screen-reader compatible websites, accessible PDFs, alternative text for images)

Information through accessible printed materials (e.g., large print)

Personal assistance or guidance services (e.g., helplines, support at polling stations)

Outreach through OPDs/OfPDs or disability networks

Other, please specify: _____

Don't know

Not applicable

Is there an accessible feedback/complaints channel to report communication or accessibility barriers within the city?

Yes – clear process and response timelines

Partially – informal/limited

No

Don't know

Not applicable

Does the city take into account the specific situations and needs of different groups within the population of persons with disabilities in its communication activities? (please select all that apply)

Persons with disabilities in general

Women and girls with disabilities

- Older persons with disabilities
- Children and youth with disabilities
- Migrants and refugees with disabilities
- LGBTQI+ persons with disabilities
- Persons with intellectual or psychosocial disabilities
- Other (please specify): _____
- No – communication activities are not tailored to specific groups
- Don't know
- Not applicable

19. Transnational Cooperation

Does the city participate in transnational cooperation on disability rights? (please select all that apply)

- Yes – EU projects/networks
- Yes – international exchanges
- Yes – bilateral cooperation
- No
- Don't know
- Not applicable

20. National-Level Enabling Factors and Barriers to Local Implementation

Does national law, policy or action/inaction in any way hinder your efforts to implement the human rights of persons with disabilities?

- Yes – significantly, through restrictive laws, regulations, or lack of national guidance/support
- Yes – to some extent, due to unclear responsibilities or insufficient national coordination

- Partially – occasional barriers exist but can usually be managed locally
- No – national frameworks support or enable local implementation
- Don't know
- Not applicable

How can you report these barriers to the government, either formally or informally?

- Through established formal channels (e.g., consultations, reporting mechanisms, associations of municipalities)
- Mainly through informal dialogue or ad hoc communication
- No effective channels for communicating such barriers
- Don't know
- Not applicable

Have these formal or informal channels been used in practice to communicate barriers to the national or regional government?

- Yes – regularly and systematically
- Yes – occasionally, depending on the issue
- Partially – communication has taken place but without consistent follow-up
- No – the channels exist but have not been used
- No – such channels are not available
- Don't know
- Not applicable

Human Rights Tools – Realisation of the Rights of Persons with Disabilities

Assessing the tools (methods, resources) available for the realisation of the rights of persons with disabilities (in particular CRPD and Art 26 EU Charter) in three key life areas.

Key Life Area 1: Housing

This section assesses whether persons with disabilities are allowed and able to choose where and with whom they live, on an equal basis with others. It focuses on access to adequate, accessible, and affordable housing within the community, and on the transition from institutional to independent living arrangements.

A key human rights distinction of living arrangements for persons with disabilities is between institutional and non-institutional settings. The text in the box below from the Committee on the Rights of Persons with Disabilities will assist you in characterising the different living arrangements available to persons with disabilities as institutional or non-institutional settings for the purpose of answering the questions below.

Although institutionalized settings can differ in size, name and set-up, there are certain defining elements, such as obligatory sharing of assistants with others and no or limited influence over whom one has to accept assistance from; isolation and segregation from independent life within the community; lack of control over day-to-day decisions; lack of choice over whom to live with; rigidity of routine irrespective of personal will and preferences; identical activities in the same place for a group of persons under a certain authority; a paternalistic approach in service provision; supervision of living arrangements; and usually also a disproportion in the number of persons with disabilities living in the same environment. Institutional settings may offer persons with disabilities a certain degree of choice and control; however, these choices are limited to specific areas of life and do not change the segregating character of institutions.

(Committee on the Rights of Persons with Disabilities, General Comment 5 on Article 19, 16 (c).)

The following questions explore how local policies, services, and partnerships contribute to the realization of the right to independent living and adequate housing for persons with disabilities.

A. Existing structures

This section asks about characteristics of housing services available to persons with disabilities.

Which housing-related services, initiatives and programmes for persons with disabilities currently exist and are funded, supported, managed, or directly delivered by the municipality or its agencies? (please select all that apply)

- Long-term institutional settings (often called Residential care facilities or Group homes)
- Short-term/respite housing
- Supported living in an institutional setting (mobile/flexible support; including 24/7 staff, especially for persons with high support needs)
- Inclusive/mixed-tenancy housing in an institutional setting (with non-disabled tenants)
- Assisted living for older persons with disabilities in an institutional setting
- Transitional / training apartments (time-limited, before moving from home/long term institution to a non-institutional setting)
- Supported living in a non-institutional setting / mobile support
- Public and subsidized housing programmes
- Independent living (own tenancy/ownership)
- Personal assistance covering housing-related support
- Other (please specify):
- Don't know
- Not applicable

Are service providers (public or private) required to construct new housing units that are accessible for persons with disabilities, for example by ensuring barrier-free access and/or applying universal design standards?

- Always – all new housing must be accessible/universal design
- Sometimes – only certain types of housing or under specific regulations/programmes
- Rarely – only in exceptional cases

Don't know

Not applicable

Are service providers (public or private) required to make reasonable accommodation for persons with disabilities – according to their specific requirements (e.g. installing ramps or stairlifts, allowing guide dogs, providing information in accessible formats, adjusting house rules)?

Yes, always – housing providers must provide reasonable accommodation

Sometimes – only under certain conditions or regulations

Rarely – only in exceptional cases

Don't know

Not applicable

Are service providers required to ensure Personal Assistance as a form of reasonable accommodation for living independently?

Yes

No

Don't know

Not applicable

Has the city adopted national/local accessibility standards for housing?

Yes

No

Don't know

Not applicable

Are placements in institutional settings (often called care homes or group homes) always made with free and informed consent of the rights holders?

Always

In most cases

In few cases

- Don't know
- Not applicable

Are persons with disabilities who are offered a place in an institution also offered affordable alternatives to institutional care (taking into account the widespread poverty faced by people with disabilities)?

- Always
- In most cases
- In few cases
- Some forms and level of support are only available in institutional settings
- Don't know
- Not applicable

How flexible are persons with disabilities in institutional settings in making real choices about their daily routine/schedule (e.g. when to get up, when and what to eat, when and with whom to spend, leisure activities, when to go to bed)?

- Yes, completely flexible (individual choice without restrictions)
- Flexible, but within fixed time frames (e.g. meals within certain hours)
- Flexible in some areas, but not in others (e.g. choice of meals but not sleeping times)
- No, daily routines are fixed by the institution
- Don't know
- Not applicable

B. Participation & Co-Design

This section asks about involvement in the design, implementation, and evaluation of housing services.

Are there formal procedures for involving OPDs and/or OfPDs in the city's work in the field of housing?

- Yes, through defined consultation or partnership mechanisms
- Yes, but only on an informal or ad hoc basis
- Yes, for selected areas/issues, please specify: _____
- No
- Don't know
- Not applicable

How are rights holders, OPDs and/or OfPDs involved in the design of housing services?

- Through user councils or advisory bodies
- Through consultations or co-design workshops
- Through feedback mechanisms managed by service providers
- No structured involvement
- Don't know
- Not applicable

How are rights holders, OPDs and/or OfPDs involved in the evaluation/monitoring of housing services?

- Through user councils or advisory bodies
- Through consultations, surveys, or review workshops
- Through feedback mechanisms managed by service providers
- No structured involvement
- Don't know
- Not applicable

Are rights holders', OPDs' and/or OfPDs' input taken into account when adapting housing models or funding schemes?

- Yes – regularly
- Yes – occasionally
- Yes – and users/organisations receive feedback on how and why their suggestions lead to measures or not
- No
- Don't know
- Not applicable

Are participation processes related to housing services accessible and inclusive? (please select all that apply)

- Physical accessibility of venues is ensured
- Accessible communication formats are provided (e.g. easy-to-read, sign language, captioning)
- Participants receive support to take part (e.g. personal assistance, interpretation, accessible materials)
- Meeting times and formats are adapted to participants' needs
- Participants are compensated or reimbursed for their time and expenses
- No accessibility or inclusion measures in place
- Don't know
- Not applicable

C. Planning & Strategy

In addition to the city's overall planning and strategy on disability rights, this section focuses on specific housing-related policies and strategies.

Does the municipality have a strategy or action plan in place to promote inclusive and accessible housing? (please select all that apply)

- Inclusive housing or accessibility strategy/action plan at municipal or regional level

- Programmes or partnerships with housing providers to promote accessibility and independent living
- Financial or tax incentives for accessible or inclusive housing
- Public procurement or construction criteria promoting universal design and accessibility
- Measures supporting transition from institutional to community-based living
- No specific strategies or measures
- Don't know
- Not applicable

Is this plan or strategy aligned with national disability strategies, CRPD principles, and SDGs?

- Yes – fully aligned
- Partially aligned
- No
- Don't know
- Not applicable

Are human rights standards (CRPD and Art. 26 of the EU Charter) related to the rights of persons with disabilities used to guide planning and strategy decisions in the area of housing?

- Yes, comprehensively
- Yes, partially
- No
- Don't know
- Not applicable

Which specific housing policy measures for persons with disabilities are in place? (please select all that apply)

- Accessible & affordable social housing (quota/new builds/renovation)

- Housing subsidies / rent allowances / personal budgets
- Eviction prevention / tenancy counselling
- Cooperative/community housing with inclusive tenancy policies
- Personal assistance linked to housing
- Other (please specify):
- Don't know
- Not applicable

Is there a local strategy or action plan for community-based housing in a non-institutional setting for persons with disabilities?

- Yes - overall housing strategy or programme (including for persons with disabilities)
- Yes - specifically for persons with disabilities
- No local strategy in place
- Don't know
- Not applicable

Are there measures in place to support transitions from institutional settings to community-based housing?

- Yes – comprehensive programmes available
- Yes – limited/fragmented measures
- Yes – available for all persons with disabilities, irrespective of impairment
- Measures include dedicated budget
- Measures include time frames
- Planned to be developed
- Don't know
- Not applicable

D. Governance & Budget

This section examines how the city manages governance, budgeting, and funding related to housing services for persons with disabilities.

Are housing related services organised and coordinated centrally at the city level?

- Yes – fully centralised (single city authority leads and allocates resources)
- Partly – central strategic coordination, decentralised delivery (districts/providers)
- Partly – central standards/guidelines, no operational coordination
- No – responsibilities are decentralised
- Don't know
- Not applicable

Please describe the main coordination mechanisms for housing-related services: _____

Which actors are responsible for the following tasks in relation to housing services for persons with disabilities? (Please select all that apply)

	Municipal departments	Other public institutions	Private institutions	Other (please specify)
Strategic planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Service development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contracting/funding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Quality monitoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
User involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Complaint handling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Is there a dedicated municipal budget for inclusive and accessible housing initiatives for persons with disabilities (e.g., accessibility adaptations, personal assistance, transition to community-based living)?

- Yes – a specific, clearly defined budget line exists for these measures
- Yes – funding is available but integrated within broader housing or social inclusion budgets
- Partially – funding is project-based or dependent on external or temporary grants
- No – there is no dedicated or identifiable budget for these purposes
- Don't know
- Not applicable

Is there a dedicated budget for non-institutional living arrangements for persons with disabilities?

- Yes
- Yes, except with acute renovations of institutional settings
- Mostly non-institutional setting
- Mostly institutional settings
- An even mix between institutional and non-institutional settings.
- Don't know
- Not applicable

Are financial resources allocated for the construction of affordable and accessible housing units usable also for persons with disabilities?

- Yes
- No
- Don't know
- Not applicable

Are individual or personal budgets for personal assistance (including housing-related support) part of the city's funding arrangements?

- Yes – systematically available
- Yes – but only for specific groups or pilot projects
- Not provided
- Don't know
- Not applicable

Do funding contracts with housing-related service providers include standards related to the rights of persons with disabilities (e.g. non-discrimination, accessibility, participation, privacy, or protection from abuse)?

- Yes – disability rights are explicitly included
- Partially – disability rights are addressed indirectly (e.g. under general equality, inclusion, or non-discrimination provisions)
- No – disability rights or related human rights standards are not included
- Don't know
- Not applicable

How are service agreements or funding contracts with service providers typically structured?

(please select all that apply)

- Based on a standardised framework
- Tailored to specific service models
- Include quality indicators (e.g. dignity, autonomy, independence, participation, violence-prevention)
- Include monitoring and reporting obligations
- Include complaint-handling and accountability mechanisms
- Annually renegotiated
- Medium-term (e.g. 3–5 years)
- Long-term (more than 5 years)

- Performance-based or outcome-based funding elements
- Lump-sum / block funding (no link to outcomes)
- Includes co-funding or cost-sharing requirements
- Don't know
- Not applicable

E. Monitoring & Evaluation

This section examines monitoring, review, and complaints handling specifically in the context of housing.

What is the scope of the municipality's monitoring and evaluation plan for inclusive and accessible housing within its own housing stock or services?

- Comprehensive – covers accessibility, affordability, tenancy rights, participation, and support services
- Partial – focuses on selected areas (e.g. accessibility or affordability only)
- Limited – ad hoc data collection or internal reporting without a structured plan
- None – no monitoring or evaluation plan in place
- Don't know
- Not applicable

Are there other mechanisms to monitor and evaluate compliance of the municipality's work in relation to housing and the rights of persons with disabilities?

- Yes, please specify: _____
- No
- Don't know
- Not applicable

Are there mechanisms to monitor how deinstitutionalization (i.e. a process aimed at shifting from institutional care and other isolated and segregated settings to independent living) and transition to support services needed for the community have progressed?

- Yes
- No
- Don't know
- Not applicable

To what extent are persons with disabilities, OPDs and/or OfPDs involved in evaluating services, initiatives, programmes or policies of the municipality?

	Persons with disabilities	CSOs/OPDs/OfPDs
Systematically involved throughout evaluation processes (design, implementation, review, and feedback)	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted or represented in evaluation bodies or processes	<input type="checkbox"/>	<input type="checkbox"/>
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>
In specific programmes only	<input type="checkbox"/>	<input type="checkbox"/>
Not involved in evaluation processes	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>

Are there accessible mechanisms for complaints, feedback, or reporting on any issues related to housing, including policies, programmes, and service provision, for persons with disabilities?

- Yes – comprehensive and accessible mechanisms exist across all areas
- Partial – mechanisms exist but cover only selected areas or types of issues
- Limited – mechanisms exist but are ad hoc or not fully accessible
- No – no accessible mechanisms exist
- Don't know
- Not applicable

Are there regular reviews of service quality, including independent external reviews or inspections, regarding the realisation of human rights including respect for dignity, participation, autonomy and right to violence free living? (please select all that apply)

- Yes – based on formal quality criteria (e.g. inspections, audits, certification)
- Yes – user-based feedback mechanisms (e.g. surveys, resident councils, interviews)
- Yes – carried out by cities/public authorities/inspector
- Yes – carried out by external monitoring mechanism, e.g. Ombudsperson
- No systematic monitoring
- Don't know
- Not applicable

If yes, how and how often do these reviews happen?

Are the results of reviews of housing-related policies, programmes, or services systematically incorporated into planning and provision, and how are they used?

- Yes – systematically, with results used by funders/authorities (e.g., city/regional government) to adjust standards, guidelines, or funding criteria
- Yes – systematically, incorporated into broader policy and service planning cycles, including staff training, budgeting, and monitoring
- Yes – systematically, reviewed also by independent external bodies (e.g., Ombudsperson, city inspectorates) and used to trigger systemic change
- Yes – occasionally, results are discussed internally and may lead to adjustments at provider level, but without formal obligation
- Partial – results are reported to funders/authorities, but follow-up depends on each provider
- No – results are only reviewed internally within each service provider, without formal consequences for planning
- Don't know
- Not applicable

Are complaints or information about problematic incidents (e.g. dissatisfaction, neglect, violence) tracked and responded to?

- Yes – but responsibility lies with each provider (internal complaints systems only)
- Yes – centrally documented and followed up by an external authority/inspector
- Yes – centrally documented and followed up by the monitoring body
- No standard procedures
- Don't know
- Not applicable

Is consistent quantitative and qualitative data on the rights enjoyment of persons with disabilities collected, including concerning those still living in institutional settings?

- Yes
- No
- Don't know
- Not applicable

F. Capacity Building

This section focuses on training and awareness measures for city staff and care professionals on housing-related issues.

On which of the following topics do city staff receive training? (tick all that apply)

- Human rights for persons with disabilities
- Supporting autonomy and individual decision-making (person-centred approaches)
- Participation and co-design in service planning and delivery (collective involvement of persons with disabilities)
- Accessible communication and information (e. g. supported communication, easy-to-read, sign language, assistive technologies)
- Inclusive communication and information (e .g. gender-sensitive, non-ableist language, culturally respectful terminology)

- Intersectionality and multiple discrimination
- Violence prevention and safeguarding/de-escalation strategies
- Trauma-informed approaches
- Emergency preparedness and inclusive disaster response
- Other, please specify _____
- Don't know
- Not applicable

On which of the following topics do service/care professionals receive training? (tick all that apply):

- Human rights for persons with disabilities
- Supporting autonomy and individual decision-making (person-centred approaches)
- Participation and co-design in service planning and delivery (collective involvement of persons with disabilities)
- Accessible communication and information (e.g. supported communication, easy-to-read, sign language, assistive technologies)
- Inclusive communication and information (e.g. gender-sensitive, non-ableist language, culturally respectful terminology)
- Intersectionality and multiple discrimination
- Violence prevention and safeguarding/de-escalation strategies
- Trauma-informed approaches
- Emergency preparedness and inclusive disaster response
- That individualized support services must be considered a right rather than a form of medical, social or charity care.
- Other, please specify _____
- Don't know
- Not applicable

Does the city provide training or capacity-building opportunities for rights holders, and if so, on which of the following topics in the context of housing?

- Human rights (e.g., UN CRPD, right to independent living)
- Participation and self-advocacy
- Complaint and redress mechanisms
- Independent living skills (e.g., tenancy, financial literacy, support options)
- Health and wellbeing (e.g., access to healthcare, preventive health)
- Violence prevention and protection from abuse
- Sexuality and relationships education
- Other, please specify: _____
- No training or capacity-building opportunities are provided
- Don't know
- Not applicable

If yes, who provides these trainings/capacity building activities?

- Service providers directly
- External organisations funded by the city (e.g. NGOs, advocacy organisations)
- Public institutions (e.g. municipal human rights office, ombudsperson)
- Other, please specify: _____
- Don't know
- Not applicable

G. Information & Communication

This section focuses on how information about rights and available services is communicated to housing rights holders, and how accessibility and inclusion are ensured in information and communication practices.

How is information on housing made accessible for persons with disabilities? (please select all that apply)

- Easy-to-read materials (simplified language versions)
- Sign language interpretation (e.g., in videos, public announcements, or events)
- Subtitles or captions for video materials
- Braille materials
- Audio versions (e.g., recorded guides, podcasts, or voice messages)
- Digitally accessible formats (e.g., screen-reader compatible websites, accessible PDFs, alternative text for images)
- Information through accessible printed materials (e.g., large print)
- Personal assistance or guidance services (e.g., helplines, support at polling stations)
- Outreach through OPDs/OfPDs or disability networks
- Other, please specify: _____
- Don't know
- Not applicable

Does the city proactively provide information about housing rights and services to persons with disabilities, beyond general public communication?

- Yes – systematically targeted to persons with disabilities
- Partially – only in some cases or through certain channels
- No – only general public information provided
- Don't know
- Not applicable

Are digital housing platforms hosted or funded by the city (websites, portals, online applications) accessible according to recognized accessibility standards (e.g., WCAG)?

- Yes – fully accessible

- Partially accessible – some features meet standards
- No – not accessible
- Don't know
- Not applicable

Are persons with disabilities and/or OPDs/OfPDs involved in designing, reviewing, or improving communication and information materials?

- Yes – systematically involved
- Partially – consulted occasionally or on specific materials
- No – not involved
- Don't know
- Not applicable

H. Equality & Intersectionality

This section examines how housing-related services, initiatives and programmes ensure equal access for all persons with disabilities, with specific attention to intersectional characteristics (gender, age, socio-economic status, migration background, etc.).

Do the eligibility rules for access to housing services ensure non-discrimination against persons with disabilities, considering their multiple life realities (e.g. disability-related, demographic, identity, socio-economic, and migration factors)? (please select all that apply)

	Yes	Partially	No	Don't know	Not applicable
Disability-related factors (e.g. type and degree of disability, health status)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family situation (e.g. pregnancy/maternity, family or carer situation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Identity and personal characteristics (gender identity, sexual orientation, language, religion, political or other opinion)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Origin and migration status (e.g. national, ethnic/migrant, refugee status)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Socio-economic status (e.g. education, economic, property status)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are there policies to provide adequate housing for older persons with disabilities?

- Yes – community-based or mobile support enables persons to continue living in non-institutional setting as they age
- Yes – persons can remain in their institutional setting as they age, with internal support and care adapted to increasing needs
- Yes – support is provided mainly through cooperation with external multi-professional teams, not embedded in institutional context.
- Yes – but persons living in institutional setting have to move to another institution.
- No – no such policies in place
- Don't know
- Not applicable

Are there policies to provide adequate support for the transition to adulthood for youth with disabilities, including leaving the family home and moving into non-institutionalized, age-appropriate housing?

- Yes – with person-centred support in age-appropriate, non-institutional housing options
- Yes – but only in institutional settings (e.g. group homes)
- Yes – but support is limited to certain aspects (e.g. vocational training, mobility) and not housing-related
- No – there are no specific policies in place
- Don't know
- Not applicable

Are there outreach measures to actively support access to housing services for groups particularly at risk of further exclusion (e.g. persons with intellectual/psychosocial disabilities, women with disabilities, migrants, older persons)?

- Comprehensive and systematic outreach in place
- Some targeted measures, but fragmented
- No specific outreach measures
- Don't know
- Not applicable

If there are outreach measures to actively support access to housing services for groups particularly at risk of further exclusion, please specify for which groups _____

Are OPDs and/OfPDs representing different groups of persons with diverse forms of disability (e.g. physical, sensory, intellectual, psychosocial) consulted and involved in the design, monitoring, and adaptation of housing services?

- Yes – regularly



Yes – occasionally

No

Don't know

Not applicable

Key Life Area 2: Work and Employment

This section assesses whether persons with disabilities have equal opportunities to access, retain, and progress in employment, and under what conditions they are able to work. It examines municipal measures to promote inclusive and accessible workplaces, reasonable accommodation, and non-discrimination.

A key human rights distinction in employment for persons with disabilities is between **open labour market employment** and **segregated work settings**, often referred to as “sheltered workshops.” Employment should not be limited to sheltered or segregated settings. Inclusive employment policies aim to ensure that persons with disabilities have the same opportunities as others to participate in mainstream employment, supported by necessary accommodations, accessible workplaces, and targeted measures to remove structural barriers.

The text below from the Committee on the Rights of Persons with Disabilities will assist you in characterising the different work and employment arrangements available to persons with disabilities for the purpose of answering the questions in this section.

[T]he right of all persons to the opportunity to gain their living by work that they freely choose or accept is not realized where the only real opportunity open to persons with disabilities is to work in segregated facilities, and [...] persons with disabilities should not be segregated in sheltered workshops.

The Committee observes that segregated employment, such as sheltered workshops, includes a variety of practices and experiences, characterized by at least some of the following elements:

- (a) The persons with disabilities are segregated, away from open, inclusive and accessible employment;
- (b) The employment is organized around certain specific activities that persons with disabilities are deemed to be able to carry out;
- (c) The medical and rehabilitation approaches to disability are focused on and emphasized;
- (d) Transition to the open labour market is not effectively promoted;
- (e) The persons with disabilities do not receive equal remuneration for work of equal value;
- (f) The persons with disabilities are not remunerated for their work on an equal basis with others;

(g) The persons with disabilities do not usually have regular employment contracts and are therefore not covered by social security schemes.

Segregated employment for persons with disabilities, such as sheltered workshops, is not to be considered as a measure of progressive realization of the right to work, which is evidenced only in employment that is freely chosen or accepted and performed in an open and inclusive labour market.

Committee on the Rights of Persons with Disabilities

The following questions explore how local policies, services, and partnerships contribute to the realization of the right to work and employment for persons with disabilities.

A. Existing Structures

This section asks about characteristics of employment services and opportunities available to persons with disabilities.

Which employment-related services, initiatives and programmes for persons with disabilities currently exist and are funded, supported, managed, or directly delivered by the municipality or its agencies? (please select all that apply)

- Open labour market inclusion (supported/inclusive employment)
- Job coaching & workplace adaptation (reasonable accommodation)
- Vocational training / requalification / internships
- Employment counselling & case management
- Entrepreneurship / self-employment support
- Social or inclusive enterprises (intermediate labour market) (e.g., socio-economic enterprises, social firms, transitional or subsidized jobs, community benefit jobs)
- Sheltered employment / workshops
- Other: _____
- Don't know
- Not applicable

Do employment services, job centres or vocational rehabilitation programmes operated or funded by the municipality actively include and reach persons with disabilities?

- Yes – systematically, with clear inclusion targets or measures
- Partially – inclusion efforts exist but are not consistent
- Rarely – outreach or participation happens on an ad hoc basis
- No – persons with disabilities are not specifically addressed
- Don't know
- Not applicable

How many persons with disabilities are employed by the municipality or its agencies?

Please indicate the approximate number: _____

Don't know

Not applicable

In which positions or levels are they employed in the municipalities or its agencies? (please select all that apply)

Entry-level or operational staff

Specialist or professional positions

Management positions

Executive or leadership level

Self-advocates or advisory roles (e.g. disability advisors, representatives, or members of consultative bodies)

Don't know

Not applicable

Are the workplaces within the municipality or its agencies accessible to employees with disabilities? (please select all that apply)

Physical accessibility (buildings, infrastructure, workplaces)

Digital accessibility (software, online tools, internal systems)

Communication and information accessibility (e.g. sign language interpretation, easy-to-read)

Social inclusion and workplace culture (non-discrimination, diversity policies)

Accessibility not systematically assessed

Don't know

Not applicable

B. Participation & Co-Design

This section asks about involvement in the design, implementation, and evaluation of employment-related services and initiatives.

How are the following stakeholders involved in the design and implementation of employment initiatives and programmes?

	Persons with disabilities	Civil Society Organizations	Local businesses	Employment agencies
Formal partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joint programmes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Informal or ad-hoc consultation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Networking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statutory consultation procedure on policies/by-laws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
None currently exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are the views and feedback of persons with disabilities and other stakeholders systematically reflected in the development and implementation of employment initiatives and policies?

- Yes – feedback is systematically collected, considered, and integrated into policies, plans, and reports
- Partially – feedback is collected but only partly or inconsistently reflected in subsequent documents or actions
- No – feedback is not taken into account or documented
- Don't know
- Not applicable

How are persons with disabilities, OPDs and/or OfPDs and other stakeholders involved in the evaluation/monitoring of employment initiatives and policies?

- Through user councils or advisory bodies
- Through consultations, surveys, or review workshops
- Through feedback mechanisms
- No involvement
- Don't know
- Not applicable

Are persons with disabilities represented in employment-related municipal advisory boards, councils or decision-making bodies?

- Yes – persons with disabilities or their representative organizations are permanent members
- Partially – participation occurs occasionally or on invitation
- No
- Don't know
- Not applicable

Are participation processes related to employment and work accessible and inclusive? (please select all that apply)

- Physical accessibility of venues is ensured
- Accessible communication formats are provided (e.g. easy-to-read, sign language, captioning)
- Participants receive support to take part (e.g. personal assistance, interpretation, accessible materials)
- Meeting times and formats are adapted to participants' needs
- Participants are compensated or reimbursed for their time and expenses
- No accessibility or inclusion measures in place
- Don't know
- Not applicable

Are co-creation methods used (e.g. participatory workshops, lived experience panels, focus groups) in participation processes related to employment and work?

- Yes – used regularly in planning and implementation
- Partially – used occasionally or in specific projects
- No
- Don't know
- Not applicable

Is user input taken into account when adapting employment related initiatives and programmes?

- Yes – regularly
- Yes – occasionally
- No
- Don't know
- Not applicable

C. Planning & Strategy

In addition to the city's overall planning and strategy on disability rights, this section focuses on specific employment-related policies and strategies.

Municipality as an employer

Does the municipality, as an employer, have a strategy or action plan in place to promote inclusive employment for persons with disabilities? (please select all that apply)

- Formal municipal strategy or action plan for inclusive employment
- Hiring targets or diversity objectives for persons with disabilities
- Clear procedures for reasonable accommodation and workplace accessibility
- Training or awareness programmes for managers and HR staff
- Mentoring, career development, or retention support for employees with disabilities
- No specific municipal measures in place
- Don't know

Not applicable

Is this plan or strategy aligned with national disability strategies, CRPD principles, and SDGs?

Yes – fully aligned

Partially aligned

No

Don't know

Not applicable

Does the municipality apply affirmative action measures to promote the right to work and employment for persons with disabilities (e.g. targeted recruitment, hiring quotas, reserved positions, or preferential procurement)?

Yes – affirmative action measures are in place

No – no affirmative action measures are applied

Don't know

Not applicable

Are employment targets for persons with disabilities explicitly stated and monitored?

Yes – specific targets exist and are monitored

Partially – targets exist but are not systematically monitored

No

Don't know

Not applicable

Broader Local Labour Market (City as Facilitator / Policy Actor)

Does the municipality have a broader strategy or action plan in place to promote inclusive employment across the local labour market (public and private sectors, self-employment)? (please select all that apply)

Inclusive employment strategy or action plan at municipal or regional level

- Programmes or partnerships with local employers to promote inclusive hiring
- Financial or tax incentives for inclusive employers
- Public procurement criteria promoting inclusive employment
- Measures supporting transition from sheltered to open labour market
- No specific strategies or measures
- Don't know
- Not applicable

Is this plan or strategy aligned with national disability strategies, CRPD principles, and SDGs?

- Yes – fully aligned
- Partially aligned
- No
- Don't know
- Not applicable

Does the municipality assess how digitalization, AI, or new technologies affect inclusion or create new barriers related to employment?

- Yes – systematic assessment is conducted
- Partially – considered in specific projects or departments
- No – no assessment in place
- Don't know
- Not applicable

Does the planning process include measures for transition from education/training to employment?

- Yes
- No
- Don't know
- Not applicable

If yes, which types of measures are included? (please select all that apply)

- Internships or apprenticeship programmes
- Supported transition or bridge-to-work programmes
- Career guidance and counselling for young persons with disabilities
- Partnerships with schools, training centres, or employers
- Other (please specify): _____
- Don't know
- Not applicable

Does the municipality support persons with disabilities in transitioning from informal to formal employment?

- Yes
- No
- Don't know
- Not applicable

If yes, which types of support are provided? (please select all that apply)

- Awareness or information campaigns
- Counselling, coaching, or job placement services
- Access to training or skill development programmes
- Financial or administrative support for formalization (e.g. registration, social insurance)
- Partnerships with employers or NGOs
- Other (please specify): _____
- Don't know
- Not applicable

D. Governance & Budget

This section examines how the city manages governance, budgeting, and funding related to work and employment for persons with disabilities.

Are employment-related services and initiatives for persons with disabilities coordinated across departments (e.g. labour, education, housing, social services)?

- Yes – through a formal coordination structure (e.g. interdepartmental committee, coordination office, MoU)
- Yes – through regular informal exchange or ad hoc collaboration
- Partially – coordination exists for specific programmes or projects only
- No – departments work separately without systematic coordination
- Don't know
- Not applicable

Is there a municipal focal point or coordinator for disability inclusion in employment?

- Yes – a central coordinator or focal point within the municipality
- Yes – coordination distributed across several departments
- Partially – responsibilities exist but are not clearly assigned
- No – no designated coordinator
- Don't know
- Not applicable

Are decision-making and accountability lines in the context of employment-related services and initiatives for persons with disabilities transparent (who does what, when, and with what budget)?

- Yes – roles, responsibilities, and budgets are clearly defined and publicly available
- Yes – internal clarity exists, but information is not always publicly accessible
- Partially – some roles and responsibilities are defined, but coordination or budget responsibilities are unclear
- Partially – transparency depends on the specific programme or department
- No – decision-making and accountability lines are not clearly defined or communicated
- Don't know
- Not applicable

Is there a dedicated municipal budget for inclusive employment initiatives for persons with disabilities (e.g., employment-related accessibility measures, reasonable accommodation)?

- Yes – a specific, clearly defined budget line exists for these measures

- Yes – funding is available but integrated within broader employment or social inclusion budgets
- Partially – funding is project-based or dependent on external grants
- No – there is no dedicated or identifiable budget for these purposes
- Don't know
- Not applicable

Are accessibility and inclusion requirements integrated into municipal contracts with employment service providers or external partners?

- Yes – fully integrated as binding contractual criteria
- Partially – included as guidance, recommendation, or pilot practice
- No – not included in contracts or procurement criteria
- Not applicable
- Don't know

In relation to employment, are reasonable accommodation costs recognized as part of normal operating budgets rather than exceptional expenses?

- Yes – fully integrated into regular operating budgets across departments
- Yes – partially integrated (applies to some departments or specific programmes)
- Partially – recognized in principle, but handled as exceptional or ad hoc expenses in practice
- No – treated as exceptional or external costs only
- Don't know
- Not applicable

Are funds available for innovation or pilot projects that promote inclusive employment?

- Yes – a dedicated municipal fund or program exists for such initiatives
- Yes – funding is available through broader innovation, employment, or social inclusion programmes
- Partially – funds are available on a project or ad hoc basis
- No – no specific or accessible funding for inclusive employment innovation
- Don't know
- Not applicable

How are service agreements or funding contracts with service providers in the field of inclusive employment typically structured?

- Based on a standardised framework
- Tailored to specific service models
- Includes quality indicators
- Annually renegotiated
- Medium-term (e.g. 3–5 years)
- Long-term (more than 5 years)
- Don't know
- Not applicable

E. Monitoring & Evaluation

This section examines monitoring, review, and complaints handling specifically in the context of work and employment.

What is the scope of the municipality's monitoring and evaluation plan for inclusive employment within its own workforce?

- Comprehensive – covers recruitment, retention, reasonable accommodation, and career progression
- Partial – focuses on selected areas (e.g. recruitment or accessibility only)
- Limited – ad hoc data collection or internal reporting without a structured plan
- None – no monitoring or evaluation plan in place
- Don't know
- Not applicable

What is the scope of the municipality's monitoring and evaluation plan for inclusive employment across the local labour market (public and private sectors)?

- Comprehensive – includes data on inclusive employment across sectors and informs local strategies
- Partial – covers selected programmes, partnerships, or target groups
- Limited – some information collected, but without systematic evaluation
- None – no monitoring or evaluation plan in place
- Don't know
- Not applicable

Are there other mechanisms to monitor and evaluate compliance the municipality's work in relation to employment and the rights of persons with disabilities?

- Yes, please specify: _____
- No
- Don't know
- Not applicable

Are data and needs assessments on the employment situation and barriers faced by persons with disabilities regularly collected and used for planning (e.g. data on recruitment, retention, workplace accessibility, reasonable accommodation, or discrimination)?

- Yes – data are regularly collected across multiple areas and actively used for planning and evaluation
- Partially – some data are collected (e.g. on specific programmes or barriers), but not systematically used
- Limited – data collection occurs occasionally or informally, without structured analysis or follow-up
- No – no specific data or needs assessments collected
- Don't know
- Not applicable

By which categories is data on the employment situation and barriers faced by persons with disabilities disaggregated? (please select all that apply)

- Type of disability
- Gender
- Age
- Type of employment (open labour market, social enterprise, sheltered employment, etc.)
- Full-time / part-time status
- Level of education or qualification
- Duration of employment

- Type of support or reasonable accommodation provided
- Migration or minority background
- Geographic area (e.g. district, neighbourhood)
- Other (please specify): _____
- Data on employment of persons with disabilities is not disaggregated
- Don't know
- Not applicable

To what extent are persons with disabilities, OPDs and/or OfPDs involved in evaluating services, initiatives, programmes or policies of the municipality?

	Persons with disabilities	CSOs/OPDs/OfPDs
Systematically involved throughout evaluation processes (design, implementation, review, and feedback)	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted or represented in evaluation bodies or processes	<input type="checkbox"/>	<input type="checkbox"/>
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>
In specific programmes only	<input type="checkbox"/>	<input type="checkbox"/>
Not involved in evaluation processes	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>

Are evaluation findings publicly shared and used to revise or improve existing services, initiatives, strategies, plans and programmes?

- Yes – findings are systematically published and used to update strategies and programmes
- Yes – findings are shared internally and inform revisions, but are not publicly available
- Partially – findings are occasionally published or used for improvements
- No – findings are neither published nor systematically used for revision
- Don't know
- Not applicable

Are there regular reviews of the quality of existing services on work and employment for persons with disabilities?

- Yes – based on formal quality criteria
- Yes – user-based feedback mechanisms
- No systematic monitoring
- Don't know
- Not applicable

If there are regular reviews of the quality of existing services on work and employment for persons with disabilities, what are they and how often are they conducted?

Are complaints or critical incidents in the context of employment and persons with disabilities (e.g. neglect, violence) tracked and responded to?

- Yes – centrally documented and followed up
- Yes – but responsibility lies with each provider
- No standard procedures
- Don't know
- Not applicable

Are there accessible mechanisms for complaints, feedback, or reporting on any issues related to work and employment, including policies, programmes, and service provision, for persons with disabilities?

- Yes – comprehensive and accessible mechanisms exist across all areas
- Partial – mechanisms exist but cover only selected areas or types of issues
- Limited – mechanisms exist but are ad hoc or not fully accessible
- No – no accessible mechanisms exist
- Don't know
- Not applicable

Are lessons learned and good practices transferred across departments and shared with other municipalities?

- Yes – systematic exchange mechanisms exist within the municipality and with other cities (e.g. networks, working groups, reports)
- Yes – internal exchange within the municipality takes place regularly, but with limited external

sharing

- Partially – sharing occurs occasionally or depends on specific projects or individuals
- No – there is no structured exchange of lessons learned or good practices
- Don't know
- Not applicable

F. Capacity Building

This section focuses on training and awareness measures for city staff, employers, and employment service providers on disability rights in work and employment.

Municipality as an Employer

Are municipal staff working on employment-related issues concerning persons with disabilities (e.g. in service provision, strategic planning, budgeting, or as municipal employers) trained in disability rights, accessibility, and inclusive employment practices?

- Yes – regular and mandatory training is provided for all relevant staff
- Yes – training is available and attended by some relevant staff
- Partially – training is offered occasionally or as part of specific projects
- No – no specific training is provided on these topics
- Don't know
- Not applicable

Are municipal staff sensitized or trained on the higher risk of workplace harassment, violence, and discrimination faced by persons with disabilities, especially women with disabilities?

- Yes – regular mandatory training
- Yes – occasional or targeted training
- Partially – informal guidance only
- No
- Don't know

Are training materials co-developed with persons with disabilities, OPDs and/or OfPDs?

- Yes – persons with disabilities/their representative organizations are fully and systematically involved in co-developing training materials (from design to delivery)
- Substantially – persons with disabilities/their representative organizations contribute to content development or review on a regular basis

- Partially – persons with disabilities/their representative organizations are occasionally consulted or provide feedback
- Limited – materials are developed internally, with only informal input from persons with disabilities/their representative organizations
- No – materials are developed without involvement of persons with disabilities/their representative organizations
- Don't know
- Not applicable

Are external trainings or consultancy services on inclusive employment procured?

- Yes – systematically procured whenever internal capacity is insufficient
- Yes – occasionally procured for specific needs or projects
- Partially – only some departments or programmes access external services
- No – external training or consultancy is not used
- Don't know
- Not applicable

Are there mentorship or peer-support programmes within the municipality for employees with disabilities?

- Yes – structured and formal mentorship or peer-support programmes exist for all relevant employees
- Yes – informal or ad hoc mentorship/peer-support initiatives exist
- Partially – available only in certain departments or for specific groups
- No – no mentorship or peer-support programmes exist
- Don't know
- Not applicable

Broader Local Labour Market (City as Facilitator / Policy Actor)

Are municipal staff or departments responsible for employment and economic development trained on disability inclusion and accessibility (e.g. to design inclusive employment policies, grants, or partnerships)?

- Yes – regular and mandatory training across relevant departments
- Yes – training is available but participation varies

- Partially – occasional or project-based training
- No – no specific training provided
- Don't know
- Not applicable

Are training materials and awareness programmes for local employers co-developed with persons with disabilities, OPDs and/or OfPDs?

- Yes – persons with disabilities, OPDs and/or OfPDs are systematically involved from design to delivery
- Substantially – persons with disabilities, OPDs and/or OfPDs contribute to content or review
- Partially – occasional consultation
- Limited – informal feedback only
- No
- Don't know
- Not applicable

Are there municipal programmes to build the capacity of private sector actors and local employers on disability inclusion (e.g. inclusive recruitment, workplace adaptation, or anti-discrimination measures)?

- Yes – formal, ongoing programmes cover a wide range of employers
- Yes – limited to certain sectors, projects, or networks
- Partially – ad hoc or one-off activities
- No – no such programmes exist
- Don't know
- Not applicable

Does the municipality support mentorship or peer-learning networks between inclusive employers (e.g. knowledge exchange, awards, or partnerships)?

- Yes – structured and ongoing initiatives exist
- Yes – occasional or project-based initiatives
- Partially – informal exchange mechanisms only

- No
- Don't know
- Not applicable

G. Information & Communication

This section focuses on how information about rights and employment opportunities is communicated to persons with disabilities, and how accessibility and inclusion are ensured in information and communication practices.

Municipality as an Employer

To what extent are the following municipal tools for employment fully accessible to persons with disabilities? (please select all that apply)

	Municipal Job Announcements	Websites concerning employment	Social Media Channels	Internal HR systems	Physical application forms or brochures	Workshops or open days for job seekers with disabilities	employment-related events (e.g. job fairs, information events)
Fully accessible – meets digital accessibility standards, plain language, screen-reader compatibility, and other relevant accessibility measures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partially accessible – some	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

accessibility features in place, but not fully compliant or consistent							
Limited accessibility – very few accessibility features implemented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not accessible – no accessibility measures in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is information about employees' rights, available support and reasonable accommodation options communicated clearly to all municipal employees and applicants?

- Yes – systematically communicated to all employees and applicants in accessible formats
- Partially – communicated to some employees or applicants, or in limited formats
- Occasionally – communicated informally or on an ad hoc basis
- No – not communicated
- Don't know
- Not applicable

Are internal municipal communication channels (meetings, training sessions, intranet) accessible to employees with disabilities?

- Yes – fully accessible across all channels, with reasonable accommodations systematically provided
- Partially – some channels or formats are accessible, others not
- Limited – accessibility is minimal and provided only on request or in specific cases

- No – communication channels are not accessible to persons with disabilities
- Don't know
- Not applicable

Are there transparent and confidential mechanisms for municipal employees to request accommodation or raise accessibility-related concerns?

- Yes – clear, accessible, and confidential procedures exist and are communicated
- Partially – mechanisms exist but are not fully clear, accessible, or confidential
- Limited – informal or ad hoc channels available only
- No – no mechanisms in place
- Don't know
- Not applicable

Are awareness campaigns conducted to reduce stigma and promote a positive image of employees with disabilities?

- Yes – regular, systematic campaigns targeting all staff and relevant stakeholders
- Yes – occasional or project-based campaigns
- Partially – campaigns exist but are limited in reach or scope
- No – no awareness campaigns conducted
- Don't know
- Not applicable

Broader Local Labour Market (City as Facilitator / Policy Actor)

Does the municipality ensure that information about employment programmes, incentives, and support services for persons with disabilities is available in accessible formats and channels?

- Yes – systematically provided in multiple accessible formats
- Partially – some information is accessible, others not
- Limited – accessible formats only upon request
- No
- Don't know
- Not applicable

Are local awareness campaigns or communication initiatives carried out to promote inclusive employment and challenge stereotypes about disability and work?

- Yes – regular city-wide campaigns in collaboration with OPDs
- Yes – occasional campaigns or events
- Partially – limited to specific sectors or audiences
- No
- Don't know
- Not applicable

Is employment-related data and progress on inclusion publicly communicated in an accessible and transparent way (e.g. reports, dashboards, municipal websites)?

- Yes – regularly published and accessible to all citizens
- Partially – published but not consistently accessible or up to date
- No – not publicly communicated
- Don't know
- Not applicable

Are communication and outreach strategies inclusive of persons with multiple or intersectional identities (e.g. women with disabilities, migrants with disabilities, youth with disabilities)?

- Yes – intersectionality explicitly addressed in communication
- Partially – some groups represented
- No – not considered in current materials
- Don't know
- Not applicable

H. Equality and Intersectionality

This section examines how employment-related services, initiatives and programmes ensure equal access for all persons with disabilities, with specific attention to intersectional characteristics (gender, age, socio-economic status, migration background, etc.).

Municipality as an Employer

Is there a clear legal or procedural framework for ensuring equal access to employment support services for persons with disabilities?

- Yes – a formal, clearly defined framework exists and is implemented consistently
- Partially – framework exists but is incomplete, unclear, or inconsistently applied
- Limited – only informal or ad hoc procedures exist
- No – no legal or procedural framework exists
- Don't know
- Not applicable

Is there an independent complaint or redress mechanism for employment discrimination or failure to accommodate?

- Yes – an independent municipal mechanism exists
- Yes – an independent mechanism exists at regional or national level and is accessible locally
- Partially – complaints can be filed, but no independent mechanism is in place
- No – there is no clear or accessible mechanism for such complaints
- Don't know
- Not applicable

Are employment policies explicitly addressing multiple and intersectional discrimination (e.g. disability combined with gender, age, ethnicity, migrant background)?

- Yes – intersectional discrimination is systematically considered in policies and practices
- Partially – some policies address intersectional discrimination in specific areas or programmes
- Limited – only general anti-discrimination measures exist without explicit intersectional focus
- No – policies do not address intersectional discrimination
- Don't know
- Not applicable

Which disability categories are addressed in municipal work on employment? (please select all that apply)

- Cross-disability (no category prioritized)
- Physical/mobility
- Sensory (visual, hearing, deafblind)
- Intellectual/learning difficulties
- Psychosocial (mental health)

- Neurodivergent
- Chronic illness
- Multiple disabilities
- Don't know
- Not applicable

Are measures in place to support women with disabilities in accessing and retaining employment?

- Yes – systematic programmes or policies exist and are implemented consistently
- Yes – measures exist but are limited in scope or reach
- Partially – occasional or project-based support is provided
- No – no specific measures for women with disabilities
- Don't know
- Not applicable

Are youth with disabilities included in transition-to-work programmes or apprenticeships after education or sheltered employment?

- Yes – inclusion is systematic across all relevant programmes
- Yes – inclusion occurs in some programmes or projects only
- Partially – only occasional or ad hoc inclusion
- No – youth with disabilities are not specifically included
- Don't know
- Not applicable

Are older persons with disabilities supported to continue working after reaching retirement age, if they wish to do so?

- Yes – support or flexible options are available
- Partially – possible in some cases or departments
- No – not foreseen in current regulations or practices
- Don't know
- Not applicable

Are municipal workplace emergency procedures and occupational safety measures inclusive for employees with disabilities?

- Yes – fully inclusive, with procedures and measures adapted to the needs of employees with disabilities
- Partially – some adaptations or considerations are in place, but not comprehensive
- Limited – only minimal or ad hoc measures exist for employees with disabilities
- No – workplace emergency and safety procedures do not consider employees with disabilities
- Don't know
- Not applicable

Does the municipality review and take action to remove ableist attitudes or practices in its employment policies and services (e.g. discriminatory job requirements, lack of reasonable accommodation, or stereotypical portrayals of persons with disabilities)?

- Yes – continuously and systematically
- Partially – only when issues are identified or raised
- No – no specific review or action in place
- Don't know
- Not applicable

If the municipality reviews and takes action to remove ableist attitudes or practices in its employment policies and services, please specify what actions.

Are municipal employees with disabilities supported in joining and participating in trade unions or workers' councils?

- Yes – full support is provided, including accessibility measures and reasonable accommodations
- Yes – support is available but limited or partial (e.g., only in some departments or for certain activities)
- Partially – informal or ad hoc support is provided on request
- No – no specific support is provided
- Don't know
- Not applicable

Do municipal workplace policies and safeguards explicitly address the prevention of harassment, exploitation, or abuse of employees with disabilities?

- Yes – disability-specific provisions and procedures in place
- Partially – general policies apply, but no disability-specific provisions
- No – no specific safeguards
- Don't know
- Not applicable

Are there municipal policies or safeguards in place to protect persons with disabilities from slavery, servitude or forced or compulsory labour?

- Yes – comprehensive policies and safeguards exist
- Yes – partial policies or safeguards exist
- Limited – only informal measures exist
- No – no policies or safeguards exist
- Don't know
- Not applicable

Broader Local Labour Market (City as Facilitator / Policy Actor)

Are equality and non-discrimination obligations (including disability, gender, age, and ethnic background) integrated into municipal employment-related contracts, tenders, or funding schemes for external providers?

- Yes – equality and inclusion clauses are mandatory and systematically applied
- Partially – applied in some tenders or projects
- No – not included in procurement or funding agreements
- Don't know
- Not applicable

Does the municipality promote equality and inclusion in the local labour market through awareness, incentives, or partnership initiatives?

- Yes – comprehensive initiatives (e.g. awards, public campaigns, inclusive employer networks)
- Partially – limited to specific projects or target groups

- No – no initiatives currently in place
- Don't know
- Not applicable

Does the municipality collect or review data on equality and inclusion in the local labour market (e.g. employment rates, wage gaps, discrimination cases)?

- Yes – regular monitoring and public reporting
- Partially – occasional data collection or internal analysis only
- No – no monitoring conducted
- Don't know
- Not applicable

Key Life Area 3: Political, Democratic & Community Participation

This section assesses whether persons with disabilities can participate fully and equally in political, democratic, and community life. It considers opportunities for voting and representation, involvement in public decision-making, and engagement in local community initiatives.

Where appropriate, this section distinguishes between three dimensions of participation in the municipal context:

1. **Political Participation** means engaging in activities that influence government decisions, policies, or leadership. It includes actions like voting, joining a party, working in political committees or contacting elected representatives.
2. **Democratic participation** goes beyond formal politics and focuses on people taking part in decision-making processes based on democratic values such as inclusion and accountability. It can involve public consultations, participatory budgeting, or citizens' assemblies.
3. **Community participation** refers to involvement in local initiatives and collective efforts to improve neighbourhood life. It often takes place through volunteering, local associations, or community-led projects.

In line with Article 29 of the CRPD and Article 26 of the EU Charter of Fundamental Rights, persons with disabilities have the right to participate in public and community affairs on an equal basis with others. Municipalities play a key role in ensuring that participation processes, information, and venues are accessible and inclusive.

Because this section focuses on participation and involvement, it is important to consider which organisations are engaged. Where relevant, a distinction is made between:

- **Organisations of persons with disabilities** (OPDs): established, led, and controlled by people with disabilities, adhering to the principle "Nothing about us without us".
- **Organisations for persons with disabilities** (OfPDs): often non-disabled-led groups that provide services or advocate for people with disabilities, though some may include them in their structure.

The following questions explore how local policies, structures, and practices support the active participation of persons with disabilities in political, democratic, and community life.

A. Existing Structures

This section asks about existing participation opportunities available to persons with disabilities in political, democratic, and community life.

Political Participation

What initiatives, activities, or structures exist in the municipality that enable persons with disabilities (or OPDs/OfPDs) to participate in political processes and decision-making related to disability issues? (please select all that apply)

	Persons with disabilities	OPDs	OfPDs
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regular meetings with municipal decision-makers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Statutory consultation procedure on policies/by-laws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reserved seats / voting rights in committees/municipal bodies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advisory council or committee on disability and inclusion with formal political relevance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inclusion office / unit coordinating participation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collaboration with political parties on disability policy development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

None currently exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If other initiatives, activities, or structures exist in the municipality that enable persons with disabilities (or OPDs/OfPDs) to participate in political processes and decision-making related to disability issues, please specify.

What measures are in place to ensure the inclusion of persons with disabilities (or their OPDs/OfPDs) in general political participation processes, where disability aspects may not be the main focus? (please select all that apply)

- General political participation processes are open to all, but without targeted inclusion measures
- Accessibility of voting procedures (e.g. polling stations, ballots, information materials)
- Provision of reasonable accommodation (e.g. assistance, accessible communication, transportation support)
- Training or awareness-raising for political actors on inclusive participation
- Representation of persons with disabilities in general political bodies or committees
- Consultation or dialogue with OPDs/OfPDs on improving accessibility in political participation
- Accessible communication channels for political information and engagement (e.g. easy-to-read, sign language, online accessibility)
- Targeted outreach or initiatives encouraging political engagement of persons with disabilities
- No specific measures currently in place
- Don't know
- Not applicable

If other measures to ensure the inclusion of persons with disabilities (or their OPDs/OfPDs) in general political participation processes, where disability aspects may not be the main focus, are in place, please specify _____

How does the municipality ensure that persons with disabilities can participate in voting and elections equally? (please select all that apply)

- Accessible polling stations and voting booths (step-free access, wide doors, seating)
- Accessible information (Easy Read/plain language, large print, audio, Braille)
- Sign language interpretation / real-time captioning where relevant
- Tactile voting devices / ballot guides
- Assistance in casting votes (support person admitted; clear procedures)
- Postal / early / mobile or home/hospital voting options
- Training for poll workers on disability inclusion and reasonable accommodation
- Transport support or reimbursement to polling sites
- Accessible complaints/feedback mechanism on voting barriers
- Don't know
- Not applicable
- Other: _____

How does the municipality ensure that persons with disabilities can stand for election equally? (please select all that apply)

- Accessible nomination and registration procedures (forms, deadlines, venues, online access)
- Reasonable accommodation for candidate interactions with authorities (e.g., interpreters, Easy Read)
- Accessibility of campaign venues and municipal debate spaces
- Accessible official communications and media opportunities (captioning, Easy Read, plain language)

- Allowances or funding to cover disability-related accessibility costs in campaigning
- Personal assistance / sign language interpretation available for official candidate events
- Training/capacity building for prospective candidates with disabilities (mentoring, leadership, legal basics)
- Accessibility and reasonable accommodation within elected bodies (e.g., council chambers, hybrid/remote participation)
- Don't know
- Not applicable
- Other, please specify: _____

Are there partnerships or cooperation agreements between the municipality and OPDs and/or OfPDs focused on political participation?

	OPDs	OfPDs
Yes – formal partnerships	<input type="checkbox"/>	<input type="checkbox"/>
Informal cooperation or consultation	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>
Other		

What is done to ensure that persons with disabilities in the municipality can be part of the regional, national and international work of the municipality?

Democratic participation

What specific initiatives, activities, or structures exist in the municipality that enable persons with disabilities (or OPDs or OfPDs) to participate in democratic processes and decision-making related to disability issues?

	Persons with disabilities	OPDs	OfPDs
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regular meetings with municipal decision-makers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Permanent advisory or participatory bodies focusing on disability and inclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participation in local strategy development (e.g. accessibility plans, equality strategies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dedicated participatory budgeting processes addressing disability-related issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Citizens' assemblies or focus groups on disability-related governance topics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessibility measures ensuring equal participation in democratic processes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
None currently exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other			

What measures are in place to ensure the inclusion of persons with disabilities (or their OPDs/OfPDs) in general democratic participation processes, where disability aspects may not be the main focus? (please select all that apply)

- Persons with disabilities can take part in general democratic processes without targeted inclusion measures
- Accessibility of public consultations, citizens’ assemblies, or participatory budgeting processes (e.g. accessible venues, materials, online formats)
- Provision of reasonable accommodation (e.g. personal assistance, interpretation, accessible communication tools)
- Inclusion of persons with disabilities or OPDs/OfPDs in general participatory or advisory bodies
- Training or guidance for municipal staff to facilitate inclusive democratic participation
- Collaboration with OPDs/OfPDs to improve accessibility and participation mechanisms
- Awareness-raising or outreach activities encouraging participation of persons with disabilities in democratic processes
- Use of accessible communication formats for public participation (e.g. easy-to-read, sign language, subtitles, plain language)
- No specific measures currently in place
- Don’t know
- Not applicable
- Other, please specify: _____

Are there partnerships or cooperation agreements between the municipality and OPDs and/or OfPDs focused on democratic participation?

	OPDs	OfPDs
Yes – formal partnerships	<input type="checkbox"/>	<input type="checkbox"/>
Informal cooperation or consultation	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>
Don’t know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>

If yes, please specify: _____

Community participation

What specific initiatives, activities, or structures exist in the municipality that enable persons with disabilities (or OPDs/OfPDs) to participate in community processes and decision-making related to disability issues?

	Persons with disabilities	OPDs	OfPDs
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ongoing collaboration with community organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasional community projects or events focused on disability inclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Established disability-focused community groups, networks, or councils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community volunteering opportunities targeted at or involving persons with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipality-supported funding or grants for disability-related community initiatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessibility measures for participation in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

community-level disability initiatives			
None currently exist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other			

What measures are in place to ensure the inclusion of persons with disabilities (or their OPDs/OfPDs) in general community participation processes, where disability aspects may not be the main focus? (please select all that apply)

- Persons with disabilities can participate in general community initiatives without targeted inclusion measures
- Accessibility of community facilities, events and activities (e.g., accessible venues, transport, information)
- Provision of reasonable accommodations for persons with disabilities in community initiatives (e.g., assistance, accessible communication, inclusive formats)
- Inclusion of persons with disabilities or OPDs/OfPDs in planning or organising general community projects or associations
- Training or guidance for community organisations or volunteer groups on inclusive participation
- Collaboration with OPDs/OfPDs to ensure community initiatives are inclusive and accessible
- Awareness-raising or outreach activities encouraging persons with disabilities to engage in community life
- Use of accessible communication formats for community participation (e.g., plain language, sign language, accessible digital tools)
- Financial or logistical support for participation of persons with disabilities in community projects or volunteering
- No specific measures currently in place
- Other, please specify: _____
- Don't know
- Not applicable

Are there partnerships or cooperation agreements between the municipality and OPDs and/or OfPDs focused on community participation?

	With OPDs	With OfPDs
Yes – formal partnerships	<input type="checkbox"/>	<input type="checkbox"/>
Informal cooperation or consultation	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable		

If yes, please specify: _____

B. Forms of Participation & Co-Design

This section focuses on the degree of participation available to persons with disabilities in political, democratic, and community life.

Political Participation

Overall, how are persons with disabilities and/or their organisations (OPDs and OfPDs) typically involved in municipal political participation? (please select the level that best reflects regular practice and specify examples below)

- Inform – Persons with disabilities and/or OPDs/OfPDs receive information only (no direct influence on decisions)
- Consult – Their views or feedback are sought, but decisions remain with the municipality
- Involve – Their input is actively considered in municipal decision-making processes
- Collaborate – Joint working or co-creation with shared responsibility between the municipality and OPDs/OfPDs
- Co-decision / Empower – Shared decision-making power; persons with disabilities and/or OPDs/OfPDs take part in final decisions
- Don't know
- Not applicable

Examples, please specify where applicable: _____

Which formal mechanisms for persons with disabilities/OPDs/OfPDs to submit political concerns or position papers? (please select all that apply)

	Persons with disabilities	OPDs	OfPDs
Documented submission procedures (e.g. written guidelines or templates)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Published timelines or deadlines for submission and response	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mandatory written feedback on how inputs were considered	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public documentation of submitted inputs and outcomes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracking system (acknowledgement of receipt, processing status)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Designated contact point or coordination office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible submission formats and channels (Easy Read, sign language, digitally accessible)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No mechanisms exist yet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other, please specify: _____

Please specify examples or regulations (if available): _____

Democratic Participation

Overall, how are persons with disabilities and/or their organisations (OPDs and OfPDs) typically involved in municipal democratic participation? (please select the level that best reflects regular practice and specify examples below)

- Inform – Persons with disabilities and/or OPDs/OfPDs receive information only (no direct influence on decisions)
- Consult – Their views or feedback are sought, but decisions remain with the municipality
- Involve – Their input is actively considered in municipal decision-making processes
- Collaborate – Joint working or co-creation with shared responsibility between the municipality and OPDs/OfPDs
- Co-decision / Empower – Shared decision-making power; persons with disabilities and/or OPDs/OfPDs take part in final decisions
- Don't know
- Not applicable

Examples, please specify where applicable: _____

Community Participation

Overall, how are persons with disabilities and/or their organisations (OPDs and OfPDs) typically involved in municipal community participation? (please select the level that best reflects regular practice and specify examples below)

- Inform – Persons with disabilities and/or OPDs/OfPDs receive information only (no direct influence on decisions)
- Consult – Their views or feedback are sought, but decisions remain with the municipality
- Involve – Their input is actively considered in municipal decision-making processes
- Collaborate – Joint working or co-creation with shared responsibility between the municipality and OPDs/OfPDs

Co-decision / Empower – Shared decision-making power; persons with disabilities and/or OPDs/OfPDs take part in final decisions

Don't know

Not applicable

Examples, please specify where applicable: _____

In which roles do persons with disabilities and/or their organisations (OPDs/OfPDs) typically participate in these city-financed or city-supported community-based initiatives (e.g., neighbourhood planning, cultural or sports programmes, volunteering or local development projects)? (please select all that apply)

Participant / member

Volunteer / contributor

Co-designer / facilitator

Advisor / consultant (e.g., on accessibility or inclusion)

Organiser / coordinator

Leadership / board / steering role (with decision-making authority)

Don't know

Not applicable

Other and examples: _____

C. Planning & Strategy

In addition to the city's overall planning and strategy on disability rights, this section focuses on specific policies and strategies related to participation and civic engagement.

Is there a municipal strategy/action plan promoting political/democratic/community participation of persons with disabilities?

Yes, covering political participation – adopted and implemented

Yes, covering democratic participation – adopted and implemented

- Yes, covering community participation – adopted and implemented
- In development
- No
- Don't know
- Not applicable

Is this plan or strategy aligned with national disability strategies, CRPD principles, and SDGs?

- Yes – fully aligned
- Partially aligned
- No
- Don't know
- Not applicable

If there is a general strategy or action plan for political, democratic, or community participation, to what extent are persons with disabilities — and their needs, perspectives, and rights — considered or included?

- Mentioned in general terms, without specific measures
- Disability inclusion addressed as one of several target areas
- Specific measures or actions included to promote participation of persons with disabilities
- Persons with disabilities, OPDs and/or OfPDs were consulted during the development of the strategy/action plan
- Persons with disabilities or their OPDs/OfPDs were actively involved in co-creating or implementing the strategy/action plan
- Not considered yet
- Other, please specify: _____
- Don't know
- Not applicable

Are persons with disabilities/OPDs/OfPDs involved in developing and implementing participation strategies/action plans related to disability issues?

	Persons with disabilities	OPDs	OfPDs
Informed about the development or implementation process, but not directly involved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasionally consulted or invited to provide feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted during development or implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Actively involved as partners in specific activities or working groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-designing or co-implementing strategies/action plans together with the municipality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
led or initiated by OPDs/OfPDs, with municipal support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No involvement to date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other, please specify: _____

Are persons with disabilities/OPDs/OfPDs involved in developing/implementing general participation strategies/action plans, where disability aspects may not be the main focus?

	Persons with disabilities	OPDs	OfPDs
Informed about the development or implementation process, but not directly involved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Occasionally consulted or invited to provide feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted during development or implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Actively involved as partners in specific activities or working groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-designing or co-implementing strategies/action plans together with the municipality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
led or initiated by OPDs/OfPDs, with municipal support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No involvement to date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other, please specify: _____

Does the city have a long-term strategy or plan to strengthen and sustain OPDs/OfPDs, beyond short-term or project-based support?

- Yes – a formal, long-term strategy or plan exists and is actively implemented
- Yes – a long-term plan exists but implementation is partial or limited
- Partially – support is mostly project-based, with some elements of longer-term planning
- No – no long-term strategy or plan exists
- Don't know
- Not applicable

D. Governance & Budget

This section examines how the city manages governance, budgeting, and funding related to participation and inclusion of persons with disabilities.

Are the initiatives to promote inclusive political, democratic, and community participation of persons with disabilities organised and coordinated centrally at the city level?

- Yes
- Partly
- No
- Don't know
- Not applicable

Is there a municipal unit or officer responsible for coordinating, budgeting, and monitoring inclusion of persons with disabilities and their perspectives in political, democratic and community participatory processes?

- Yes – formal unit/officer with defined mandate
- Partially – function distributed across departments
- No
- Don't know
- Not applicable

If yes/partially, please specify: _____

Are funds allocated in the municipal budget to promote inclusive political, democratic, and community participation of persons with disabilities (e.g., voting assistance, accessible information and campaigns, participatory processes, community projects)?

Yes – systematically (multi-annual budget lines)

Yes – occasional / ad hoc

No

Don't know

Not applicable

If yes/occasional, specify budget lines or programmes: _____

Are OPDs and OfPDs eligible to receive municipal funding to support participation and advocacy activities?

Yes – regular grant schemes

Yes – project-based only

No

Don't know

Not applicable

If yes, specify mechanisms (grant type, frequency): _____

Is financial or in-kind support provided for persons with disabilities and/or OPDs/OfPDs who participate in municipal or community decision-making (e.g., advisory boards, consultations, assemblies, neighbourhood forums)?

Yes – remuneration/attendance fee

Yes – remuneration/vouchers

Yes – reimbursement of expenses (e.g., travel, assistance)

- Yes – accessibility services covered (e.g., sign language, captioning, personal assistance)
- Yes – other support (e.g., childcare/care-costs, transport vouchers)
- No
- Don't know
- Not applicable

If yes, specify type and conditions: _____

If persons with disabilities receive social benefits (e.g., disability pension, care allowance), does remuneration from participatory activities (e.g., attendance fees/stipends), or even engaging in participatory activities per se, affect their benefits?

- No – fully exempt (no impact on benefits)
- Partially – exempt up to: _____
- Yes – fully counted as income
- Depends on the specific benefit → specify: _____
- Don't know
- Not applicable

How are persons with disabilities and OPDs/OfPDs involved in planning or reviewing budget allocations related to participation and inclusion?

	Persons with disabilities	OPDs	OfPDs
Fully – systematically involved in all stages of planning, decision-	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

making, and review of budgets			
Substantially – regularly consulted and their input is considered in key budget decisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partially – involvement occurs occasionally or in specific programmes/projects only	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Limited – informal input is gathered but not integrated into actual budget decisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
None – no involvement in budget planning or review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other, please specify: _____

Do municipal funding agreements ensure that OPDs/OfPDs remain independent in their advocacy work (e.g., free to set their own priorities and express criticism)?

- Yes – explicitly guaranteed
- Partially – informal practice
- No – advocacy limited or dependent on city approval

Don't know

Not applicable

Does the city provide the following support for emerging/small OPDs/OfPDs?

	financial support (e.g., simplified funding applications)	guidance or simplified procedures	logistical support (e.g., office space, communication tools)
Yes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Partially	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other, please specify: _____

E. Monitoring & Evaluation

This section examines monitoring, review, and complaints handling specifically in the context of participation and inclusion.

What is the scope of the municipality's monitoring and evaluation plan for participation initiatives, activities, or structures that exist in the municipality for persons with disabilities (or OPDs/OfPDs)?

Comprehensive – covers political participation, public consultations, advisory bodies, and civic engagement initiatives

Partial – focuses on selected areas (e.g. participation in elections or advisory councils only)

Limited – ad hoc data collection or internal reporting without a structured plan

None – no monitoring or evaluation plan in place

Don't know

Not applicable

Are there other mechanisms to monitor and evaluate compliance the municipality's work in relation to participation and the rights of persons with disabilities?

Yes, please specify: _____

- No
- Don't know
- Not applicable

Are data and needs assessments on the participation of persons with disabilities regularly collected and used for planning (e.g. data on representation, accessibility of participatory processes, or engagement levels)?

- Yes – data are regularly collected across multiple areas and actively used for planning and evaluation
- Partially – some data are collected (e.g. on participation in specific events or councils), but not systematically used
- Limited – data collection occurs occasionally or informally, without structured analysis or follow-up
- No – no specific data or needs assessments collected
- Don't know
- Not applicable

By which categories is data on the participation of persons with disabilities disaggregated? (please select all that apply)

- Type of disability
- Gender
- Age
- Type of participation (political, civic, cultural, consultative, etc.)
- Type of organisation (OPD, OfPD, general CSO, etc.)
- Frequency or depth of engagement
- Migration or minority background

- Geographic area (e.g. district, neighbourhood)
- Other (please specify): _____
- Data on participation of persons with disabilities is not disaggregated
- Don't know
- Not applicable

To what extent are persons with disabilities, OPDs and/or OfPDs involved in evaluating participation initiatives, programmes or policies of the municipality?

	Persons with disabilities	CSOs/OPDs/OfPDs
Systematically involved throughout evaluation processes (design, implementation, review, and feedback)	<input type="checkbox"/>	<input type="checkbox"/>
Regularly consulted or represented in evaluation bodies or processes	<input type="checkbox"/>	<input type="checkbox"/>
Informal or ad-hoc consultations	<input type="checkbox"/>	<input type="checkbox"/>
In specific programmes only	<input type="checkbox"/>	<input type="checkbox"/>
Not involved in evaluation processes	<input type="checkbox"/>	<input type="checkbox"/>
Don't know	<input type="checkbox"/>	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>

Are evaluation findings on participation publicly shared and used to revise or improve existing strategies, plans and programmes?

- Yes – findings are systematically published and used to update strategies and programmes
- Yes – findings are shared internally and inform revisions, but are not publicly available
- Partially – findings are occasionally published or used for improvements
- No – findings are neither published nor systematically used for revision
- Don't know
- Not applicable

Are there regular reviews of the quality and accessibility of participation mechanisms for persons with disabilities (e.g. advisory councils, consultations, elections, community events)?

- Yes – based on formal quality criteria
- Yes – user-based feedback mechanisms
- No systematic monitoring
- Don't know
- Not applicable

If there are regular reviews of the quality of participation mechanisms for persons with disabilities, what are they and how often are they conducted? _____

Are complaints or reported cases of discrimination or exclusion in participation processes tracked and responded to?

- Yes – centrally documented and followed up
- Yes – but responsibility lies with each department or initiative
- No standard procedures
- Don't know
- Not applicable

Are there accessible mechanisms for complaints, feedback, or reporting on any issues related to participation, including policies, programmes, and service provision, for persons with disabilities?

- Yes – comprehensive and accessible mechanisms exist across all areas
- Partial – mechanisms exist but cover only selected areas or types of issues
- Limited – mechanisms exist but are ad hoc or not fully accessible
- No – no accessible mechanisms exist
- Don't know
- Not applicable

Are lessons learned and good practices on participation of persons with disabilities transferred across departments and shared with other municipalities or networks?

- Yes – systematic exchange mechanisms exist within the municipality and with other cities (e.g. networks, working groups, reports)
- Yes – internal exchange within the municipality takes place regularly, but with limited external sharing
- Partially – sharing occurs occasionally or depends on specific projects or individuals
- No – there is no structured exchange of lessons learned or good practices
- Don't know
- Not applicable

F. Capacity Building

This section focuses on training and awareness measures for city staff and relevant partners on promoting participation and inclusion of persons with disabilities.

Are municipal staff trained on inclusive democracy, accessibility, and disability rights in relation to participation?

- Regularly (systematic / induction modules)
- Occasionally (ad hoc / project-based)
- Not at all
- Don't know
- Not applicable

Are municipal staff trained on the participation rights and specific needs of different groups of persons with disabilities (e.g. women and girls, older persons, migrants, LGBTQI+ persons, persons with intellectual or psychosocial disabilities)? (please select all that apply)

- Women and girls with disabilities

- Older persons with disabilities
- Children and young people with disabilities
- Persons with intellectual or psychosocial disabilities
- Persons with sensory disabilities (e.g. deaf, blind, hard of hearing, low vision)
- Persons with disabilities with a migration or minority background
- LGBTQI+ persons with disabilities
- Persons experiencing poverty or homelessness
- Other (please specify): _____
- No specific training on particular groups
- Don't know
- Not applicable

Are election officials (e.g., poll workers, returning officers) trained or sensitized on accessible elections and the political rights of persons with disabilities?

- Regularly (before each election)
- Occasionally (some elections only)
- Not at all
- Don't know
- Not applicable

Are OPDs/OfPDs involved in designing or delivering trainings on political, democratic and community participation, advocacy, or inclusion for municipality staff?

- Yes – as co-designers or trainers/facilitators
- Partially – consulted on content
- No

Don't know

Not applicable

If yes/partially, please specify examples: _____

Are mentoring or peer-support programmes available to support persons with disabilities in taking on political, civic or community leadership roles?

Yes – formal mentoring structures

Limited – one-off or pilot initiatives

No

Don't know

Not applicable

If yes/occasionally, please specify: _____

Do community development or leadership training programmes include content on disability rights, accessibility, and inclusive participation?

Yes – systematically

Occasionally / partially

No

Don't know

Not applicable

If yes/partially, please specify: _____

Do all children and young persons with disabilities receive political/citizenship education at school?

Yes – mandatory across grades/paths

- Mostly – in most schools/grades, with some gaps
- Partially – depends on school/track or individual arrangements
- No
- Don't know
- Not applicable

Does the city support the capacity-building of OPDs/OfPDs through collaboration, training, or mentoring programmes to strengthen leadership, advocacy, and organizational management?

- Yes – the city systematically collaborates with OPDs/OfPDs to identify needs and provides structured training or mentoring programmes
- Yes – some collaboration and capacity-building initiatives exist, but limited in scope or reach
- Partially – occasional or ad hoc support is provided to OPDs/OfPDs
- No – no collaboration or capacity-building support exists
- Don't know
- Not applicable

G. Information & Communication

This section focuses on how information about rights and participation opportunities is communicated to persons with disabilities, and how accessibility and inclusion are ensured in information and communication practices.

Political Participation

How is information on political rights and electoral processes made accessible for persons with disabilities? (please select all that apply)

- Easy-to-read materials (simplified language versions)
- Sign language interpretation (e.g., in videos, public announcements, or events)
- Subtitles or captions for video materials
- Braille materials

- Audio versions (e.g., recorded guides, podcasts, or voice messages)
- Digitally accessible formats (e.g., screen-reader compatible websites, accessible PDFs, alternative text for images)
- Information through accessible printed materials (e.g., large print)
- Personal assistance or guidance services (e.g., helplines, support at polling stations)
- Outreach through OPDs/OfPDs or disability networks
- Other, please specify: _____
- Don't know
- Not applicable

Are municipal election (information) websites and tools compliant with international technical standards (such as WCAG 2.1 AA), incl. accessible PDFs and forms?

- Yes
- Partially
- No
- Don't know
- Not applicable

Democratic Participation

How are information and invitations to consultations or participatory processes made accessible and inclusive for persons with disabilities?

- Easy-to-read versions of invitations and background materials
- Sign language interpretation or subtitled video announcements
- Braille or large-print versions of documents and invitations
- Audio versions of invitations or consultation materials

- Digitally accessible formats (e.g., accessible PDFs, screen-reader compatible websites, alternative text for images)
- Plain-language summaries of complex materials
- Use of multiple communication channels (e.g., email, social media, printed materials, local radio)
- Personal assistance or support available upon request (e.g., for registration, understanding materials)
- Outreach through OPDs/OfPDs or disability networks to disseminate information
- Consultation venues and registration platforms designed to be fully accessible
- Other, please specify: _____
- Don't know
- Not applicable

Are consultation materials, minutes and final feedback reports published in accessible formats and easy-to-read language?

- Systematic
- Partial
- No
- Don't know
- Not applicable

Are municipal participation platforms and online surveys compliant with international technical standards (such as WCAG 2.1 AA), incl. accessible PDFs and forms?

- Yes
- Partially
- No
- Don't know

Not applicable

Community Participation

How is information about and invitations to community activities, events, or initiatives made accessible and inclusive for persons with disabilities? (please select all that apply)

- Easy-to-read versions of announcements and event information
- Sign language interpretation or subtitled video announcements
- Braille or large-print versions of flyers, posters, or materials
- Audio versions (e.g., recorded invitations, community radio announcements)
- Digitally accessible formats (e.g., accessible websites, social media posts, PDFs compatible with screen readers)
- Plain-language summaries of event or project information
- Use of multiple communication channels (e.g., online platforms, local notice boards, community centres, radio)
- Personal assistance or support available upon request (e.g., for registration or participation)
- Outreach through OPDs/OfPDs or local disability networks
- Accessible community venues and inclusive registration processes
- Other, please specify: _____
- Don't know
- Not applicable

Does the city run public campaigns promoting civic engagement and community participation of persons with disabilities?

- Regular
- Occasional

- No
- Don't know
- Not applicable

If regular/occasional: are these campaigns accessible and inclusive? (e.g., easy-to-read/plain language, subtitles/captioning or sign language, WCAG-compliant webpages, audio/large print, alt text)

- Systematic
- Partial
- No
- Don't know
- Not applicable

If regular/occasional: were persons with disabilities and/or OPDs/OfPDs involved in the design and production of these campaigns?

- Yes – co-designed/co-produced
- Partially – consulted
- No
- Don't know
- Not applicable

H. Equality & Intersectionality

This section examines how participation-related services, initiatives and programmes ensure equal access for all persons with disabilities, with specific attention to intersectional characteristics (gender, age, socio-economic status, migration background, etc.).

Are intersectional factors (e.g. gender, age, migration background, socio-economic status, type of impairment) explicitly considered when designing or implementing participation processes/structures/mechanisms?

- Systematically
- Partially
- Not considered
- Don't know
- Not applicable

If systematically/partially, please specify examples: _____

Are there outreach or support measures to ensure participation of under-represented groups (e.g., women with disabilities, young people with learning difficulties, migrants, older persons)?

- Yes – across political, democratic and community participation
- Limited / ad hoc
- No
- Don't know
- Not applicable

If yes/limited, please specify where and how: _____

Are accessibility measures and participation supports adapted to different intersectional needs (e.g., timing and childcare, language access, trauma-informed facilitation, peer support)?

- Systematically
- Partially
- No
- Don't know
- Not applicable

Are there leadership, mentoring, or empowerment opportunities for under-represented groups within political, democratic, or community participation structures?

- Yes – formal programmes
- Limited / pilot initiatives
- No
- Don't know
- Not applicable

If yes/limited, please specify: _____

Do existing participation mechanisms ensure equal treatment and protection against discrimination or tokenism (e.g., fair remuneration, clear anti-harassment or complaint mechanisms)?

- Yes – clearly defined and implemented
- Partially / informal
- No
- Don't know
- Not applicable

Is data on participation disaggregated by gender, age, type of disability, and other factors to monitor equity and inclusion?

- Yes – regularly collected and analysed
- Limited / occasional
- No
- Don't know
- Not applicable

