

# LEGISLATION TRACKER CODEBOOK

## Assessing Policymaking in Lebanon: What's the Issue at Hand?

Policy makers, researchers, civil society activists and media representatives rely on an accurate understanding of policy-making processes to formulate policy recommendations. In Lebanon, access to such information is limited—detailed voting records in parliament and the cabinet, agenda items, meeting minutes, parliamentary questions, and sometimes even executive decisions remain sparse or unavailable all together. Despite greater access to information provided by the Access to Information Law passed in 2017, systematic analysis of what, how, and why policymakers pay attention to remains difficult to perform.

To address this gap, the Lebanese Center for Policy Studies (LCPS) introduces the *Legislation Tracker*, an analytical tool that uses archival legislation data to assess what Lebanon's policymakers pay attention to. The tool uses Lebanon's *Official Gazette*, which is the government's official journal where decisions and legislative texts are published in order to be put into effect and become legally binding. LCPS downloaded, categorized, and analyzed every legislative text and decision for a number of recent governments and coded the legislation according to three methodologies: the *Comparative Agendas Project (CAP)* and two new methodologies developed by LCPS.

## Why is Political Agenda Setting Important?

Policymakers' attention is finite. They are confronted with a constant stream of information about a wide variety of topics, from security and immigration to education and the economy.<sup>1</sup> This abundance of information requires prioritization in order to enable policymakers to concentrate and respond to the most pressing and important issues. The attention policymakers can pay to policy issues is scarce and thereby limits the number of issues that can be addressed at the same time.<sup>2</sup>

The priorities a government identifies determine its political agenda, according to which it issues legislation.<sup>3</sup> A political agenda, then, is the set of issues that receives serious attention from policymakers at any given time.<sup>4</sup> The main concept in this definition is the 'attention' policy-

makers pay, which puts an issue on the agenda when policymakers prioritize it and elevate its importance relative to others. Defining and constructing a measure of attention is, therefore, the key methodological challenge to assessing political processes.

The Legislation Tracker takes legislation and government decisions as a measure of political attention and uses agenda-setting theory to identify issues that dominate the Lebanese governments' political agenda.<sup>5</sup> By being able to categorize and showcase government decisions across several dimensions, such as policy area or the legal instruments used, the Tracker enables systematic insights into what governments prioritize.

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1 Bryan D. Jones and Frank R. Baumgartner, *The Politics of Attention: How Government Prioritizes Problems* (Chicago: University of Chicago Press, 2005), <https://doi.org/10.1057/ap.2008.26>.

2 Bryan D. Jones, *Politics and the Architecture of Choice - Bounded Rationality and Governance* (Chicago: University of Chicago Press, 2001).

3 Maxwell McCombs and Jian-hua Zhu, 'Capacity, Diversity, and Volatility of the Public Agenda: Trends from 1954-1994,' *Public Opinion Quarterly* 59, no. 4 (1995): 495-525, <https://doi.org/10.1086/269491>; John W. Kingdon, *Agendas, Alternatives and Public Policies*, 2<sup>nd</sup> edition (New York: HarperCollins, 2003); Jochen Peter and Cleas de Vreese, 'Agenda-Rich, Agenda-Poor: A Cross-National Comparative Investigation of Nominal and Thematic Public Agenda Diversity,' *International Journal of Public Opinion Research* 15, no. 1 (2003): 44-64.

4 Kingdon, *Agendas, Alternatives and Public Policies*, 3.

5 Will Jennings et al., 'Effects of the Core Functions of Government on the Diversity of Executive Agendas,' *Comparative Political Studies* 44, no. 8 (2011): 1001-30, <https://doi.org/10.1177/0010414011405165>; Peter John, Shaun Bevan, and Will Jennings, 'The Policy-Opinion Link and Institutional Change: The Legislative Agenda of the UK and Scottish Parliaments,' *Journal of European Public Policy* 18, no. 7 (2011): 1052-68, <https://doi.org/10.1080/13501763.2011.599982>.

## The Coding Schemes

We distinguish three dimensions of policymaking: the policy area, nature, and administrative function of a legislative text. The full list of codes is provided below.

### Policy area

A policy area is a thematic field to which a legislative process pertains, such as education and the environment. To differentiate policy areas, we leverage the methodology of the Comparative Agendas Project (CAP), which offers a publicly available and widely used codebook that allows a comparison of political agendas across a wide set of countries. The codebook differentiates 21 major topics and 220 subtopics. Each legislative text is attributed to one major topic and one subtopic.

### The 'nature' of legislation

The 'nature' of a legislation reflects what a text is being used for, that is, whether it regulates or administers something related to a specific issue, or whether it specifies an agreement with another state or external entity. Each text can be of one of three categories in nature:

- **Regulatory** legislations introduce or change a generally applicable, impersonal rule that applies a law or regulation to a set of concerned individuals or organizations. Examples of a regulatory

text include the introduction or change of educational curricula, changes in tax codes, or electoral law reforms.

- **Administrative** legislations are those that apply an already existing rule or regulation to a specific individual or organization. Examples of an administrative text are naturalizations of persons, the issuance of trade licenses, or the granting of a tax break to a specific organization.
- **International agreements** are all legislative texts that specify an agreement with an entity of another country, such as Memoranda of Understanding or trade agreements.

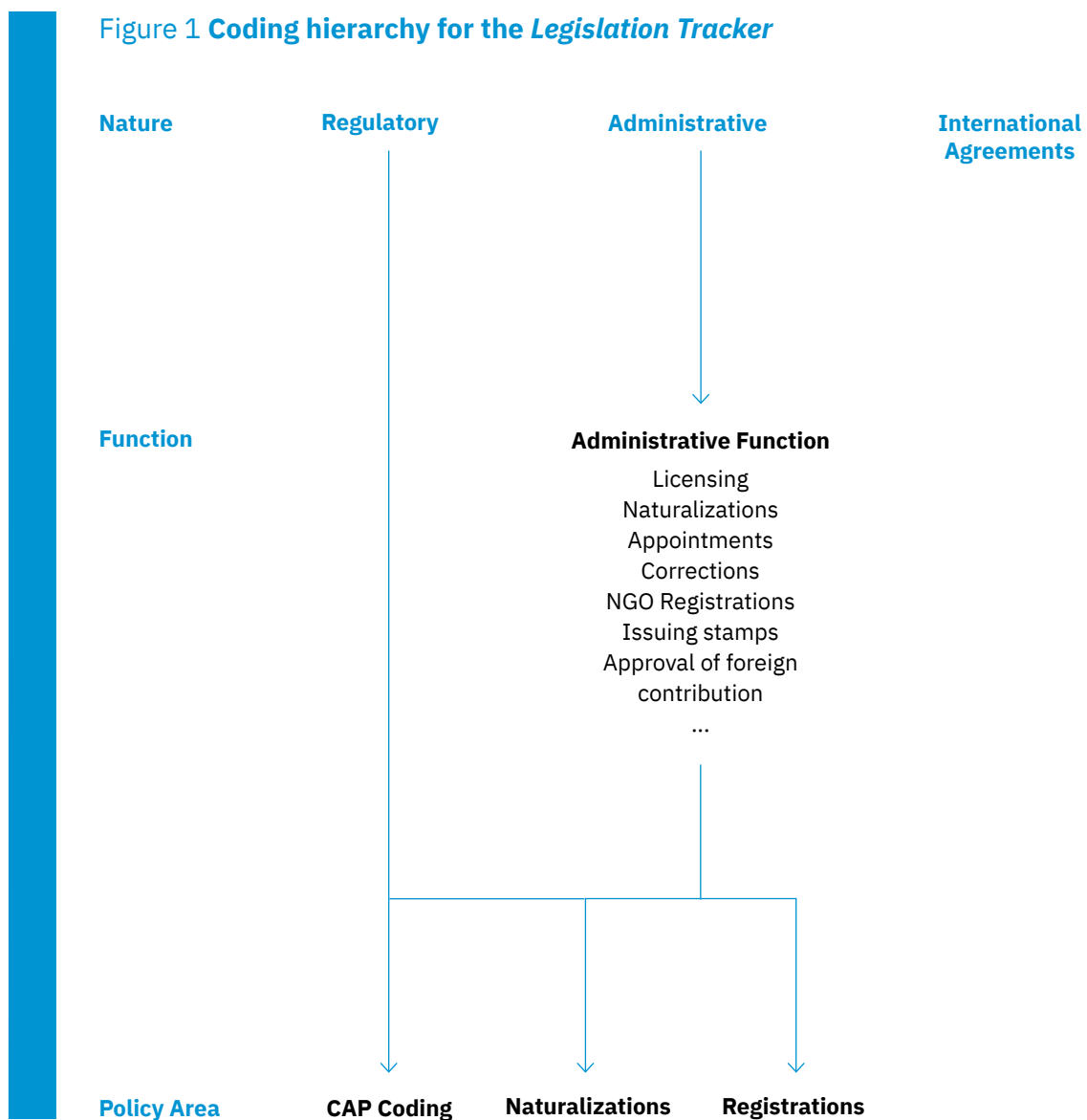
### Administrative function

For each administrative legislation, we further differentiate its administrative function. A function is a specific task a legislative text performs, such as providing licenses, applying corrections to previously issued legislative texts, or appointing bureaucrats to governmental positions. Based on extensive reviews, we distinguish 38 different functions. Note that the functions of legislative texts change over time so that other functions might become available as additional time periods are added.

## The Coding Hierarchy

The figure below sketches out the coding hierarchy applied for each text. We first assign each text a nature. If a text is coded as regulatory in nature, it is directly assigned a policy area under the CAP coding methodology. If a text is administrative in nature, we first assign

an administrative function to each text. All texts are then assigned policy areas, except naturalizations and registrations, which we report as separate policy areas. International agreements are neither assigned to an administrative function nor to a policy area.



## The Codes

### Policy Areas

The CAP categories for policy areas contain the following codes. For further reference, please see the CAP master codebook and other sources on [comparativeagendas.net](https://www.comparativeagendas.net).<sup>6</sup>

Policy Area & Code	Sub Policy Area	Definition
<b>Macroeconomics</b>		
100	General	Includes issues related to general domestic macroeconomic policy.
101	Interest Rates	Includes issues related to inflation, cost of living, prices, and interest rates
103	Unemployment Rate	Includes issues related to the unemployment rate, impact of unemployment
104	Monetary Policy	Includes issues related to the monetary policy, central bank, and the treasury
105	National Budget	Issues related to public debt, budgeting, and efforts to reduce deficits
107	Tax Code	Includes issues related to tax policy, the impact of taxes, and tax enforcement
108	Industrial Policy	Includes issues related to manufacturing policy, industrial revitalization and growth
110	Price Control	Includes issues related to wage or price control and emergency price controls
199	Other	Includes issues related to other macroeconomics subtopics
<b>Civil Rights</b>		
200	General	Includes issues related generally to civil rights and minority rights
201	Minority Discrimination	Includes issues related to minority, ethnic, and racial group discrimination
202	Gender Discrimination	Includes issues related to sex, gender, and sexual orientation discrimination
204	Age Discrimination	Includes issues related to age discrimination, including mandatory retirement age policies
205	Handicap Discrimination	Includes issues related to handicap and disease discrimination
206	Voting Rights	Includes issues related to voting rights, expanding or contracting the franchise, participation, and related issues
207	Freedom of Speech	Issues related to freedom of speech, religious freedoms, and other types of freedom of expression

<sup>6</sup> [https://www.comparativeagendas.net/datasets\\_codebooks](https://www.comparativeagendas.net/datasets_codebooks)

208	Right to Privacy	Includes issues related to privacy rights, including privacy of records, access to government information, and abortion rights
209	Anti-Government	Includes issues related to anti-government activity groups, such as the communist party and local insurgency groups
299	Other	Includes issues related to other civil rights subtopics
<b>Health</b>		
300	General	Includes issues related generally to health care, including appropriations for general health care government agencies
301	Health Care Reform	Includes issues related to broad, comprehensive changes in the health care system
302	Insurance	Includes issues related to health insurance reform, regulation, availability, and cost
321	Drug Industry	Includes issues related to the regulation and promotion of pharmaceuticals, medical devices, and clinical labs
322	Medical Facilities	Issues related to facilities construction, regulation and payments, including waitlists and ambulance services
323	Insurance Providers	Includes issues related to provider and insurer payments and regulation, including other types of benefits or multiple benefits
324	Medical Liability	Includes issues related to medical liability, malpractice issues, medical fraud and abuse, and unfair practices
325	Manpower	Issues related to the supply and quantity of labor in the health care industry, training and licensing
331	Disease Prevention	Issues related to disease prevention, treatment, and health promotion, including specific diseases not covered in other subtopics
332	Infants and Children	Includes issues related to infants and children, including coverage and quality of care, health promotion, and school health programs
333	Mental	Includes issues related to mental health care and mental health disease
334	Long-term Care	Includes issues related to long-term care, home health care, the terminally ill, and rehabilitation services
335	Drug Coverage and Cost	Includes issues related to prescription drug coverage, programs to pay for prescription drugs, and policy to reduce the cost of prescription drugs
341	Tobacco Abuse	Includes issues related to tobacco abuse, treatment, education, and health effects
342	Drug and Alcohol Abuse	Includes issues related to alcohol and illegal drug abuse, treatment, education, and health effects
398	Research and Development	Includes issues related to health care research and development
399	Other	Includes issues related to other health care topics

Agriculture		
400	General	Includes issues related to general agriculture policy, including appropriations for general agriculture government agencies
401	Trade	Includes issues related to the regulation and impact of agricultural foreign trade
402	Subsidies to Farmers	Includes issues related to government subsidies to farmers and ranchers, including agricultural disaster insurance
403	Food Inspection & Safety	Includes issues related to food inspection and safety, including seafood, and labeling requirements
404	Marketing & Promotion	Includes issues related to efforts to provide information on agricultural products to consumers and the regulation of agricultural marketing
405	Animal and Crop Disease	Includes issues related to animal and crop disease, pest control and pesticide regulation, and welfare for domesticated animals
408	Fisheries & Fishing	Includes issues related to fishing, commercial fishery regulation and conservation
498	Research and Development	Includes issues related to agricultural research and development
499	Other	Includes issues related to other agricultural subtopics
Labor		
500	General	Includes issues generally related to labor, employment, and pensions, including appropriations for government agencies regulating labor policy
501	Worker Safety	Includes issues related to worker safety and protection and compensation for work-related injury and disease
502	Employment Training	Includes issues related to job training for adult workers, workforce development, and efforts to retrain displaced workers
503	Employee Benefits	Includes issues related to all employee benefits, pensions, and retirement accounts, including government-provided unemployment insurance
504	Labor Unions	Includes issues related to labor unions, collective bargaining, and employer-employee relations
505	Fair Labor Standards	Includes issues related to fair labor standards, such as the minimum wage and overtime compensation, and labor law
506	Youth Employment	Includes issues related to youth employment, child labor, and job training for youths
529	Migrant and Seasonal	Includes issues related to migrant, guest, and seasonal workers
599	Other	Issues related to other labor policy
Education		
600	General	Includes issues related to general education policy, including appropriations for government agencies regulating education policy
601	Higher	Includes issues related to higher education, student loans and education finance, and the regulation of colleges and universities

602	Elementary & Secondary	Includes issues related to elementary and primary schools, school reform, safety in schools, and efforts to generally improve educational standards and outcomes
603	Underprivileged	Includes issues related to education of underprivileged students, including adult literacy programs, bilingual education needs, and rural education initiatives
604	Vocational	Includes issues related to vocational education for children and adults, and their impact
606	Special	Includes issues related to special education and education for the physically or mentally handicapped
607	Excellence	Includes issues related to education excellence, including efforts to increase the quality of specific areas, such as math, science, or foreign language skills
698	Research and Development	Includes issues related to research and development in education
699	Other	Includes issues related to other subtopics in education policy

### Environment

700	General	Includes issues related to general environmental policy, including appropriations for government agencies regulating environmental policy
701	Drinking Water	Includes issues related to domestic drinking water safety, supply, pollution, fluoridation, and conservation
703	Waste Disposal	Includes issues related to the disposal and treatment of wastewater, solid waste, and runoff.
704	Hazardous Waste	Includes issues related to hazardous waste and toxic chemical regulation, treatment, and disposal
705	Air Pollution	Includes issues related to air pollution, climate change, and noise pollution
707	Recycling	Includes issues related to recycling, reuse, and resource conservation
708	Indoor Hazards	Includes issues related to indoor environmental hazards, indoor air contamination (including on airlines), and indoor hazardous substances such as asbestos
709	Species & Forest	Includes issues related to species and forest protection, endangered species, control of the domestic illicit trade in wildlife products, and regulation of laboratory or performance animals
711	Conservation	Includes issues related to land and water conservation
798	R&D	Includes issues related to research and development in environmental technology, not including alternative energy
799	Other	Includes issues related to other environmental subtopics

### Energy

800	General	Includes issues generally related to energy policy, including appropriations for government agencies regulating energy policy
801	Nuclear	Includes issues related to nuclear energy, safety and security, and disposal of nuclear waste
802	Electricity	Includes issues related to general electricity, hydropower, and regulation of electrical utilities



803	Natural Gas & Oil	Includes issues related to natural gas and oil, drilling, oil spills and flaring, oil and gas prices, shortages, and gasoline regulation
805	Coal	Includes issues related to coal production, use, trade, and regulation, including coal gasification and clean coal technologies
806	Alternative & Renewable	Includes issues related to alternative and renewable energy, biofuels, hydrogen and geothermal power
807	Conservation	Includes issues related to energy conservation and energy efficiency, including vehicles, homes, commercial use, and government
898	Research and Development	Includes issues related to energy research and development
899	Other	Includes issues related to other energy subtopics
<b>Immigration</b>		
900	Immigration	Includes issues related to immigration, refugees, and citizenship
<b>Transportation</b>		
1000	General	Includes issues related generally to transportation, including appropriations for government agencies regulating transportation policy
1001	Mass	Includes issues related to mass transportation construction, regulation, safety, and availability
1002	Highways	Includes issues related to public highway construction, maintenance, and safety
1003	Air Travel	Includes issues related to air travel, regulation and safety of aviation, airports, air traffic control, pilot training, and aviation technology
1005	Railroad Travel	Includes issues related to railroads, rail travel, rail freight, and the development and deployment of new rail technologies
1007	Maritime	Includes issues related to maritime transportation, including maritime freight and shipping, safety and security, and inland waterways and channels
1010	Infrastructure	Includes issues related to infrastructure and public works, including employment initiatives
1098	Research and Development	Includes issues related to transportation research and development
1099	Other	Includes issues related to other transportation subtopics
<b>Law and Crime</b>		
1200	General	Includes issues related to general law, crime, and family issues
1201	Agencies	Includes issues related to all law enforcement agencies, including border, customs, and other specialized enforcement agencies and their appropriations
1202	White Collar Crime	Includes issues related to white collar crime, organized crime, counterfeiting and fraud, cyber-crime, and money laundering

1203	Illegal Drugs	Issues related to illegal drug crime and enforcement, criminal penalties for drug crimes, including international efforts to combat drug trafficking
1204	Court Administration	Includes issues related to court administration, judiciary appropriations, guidelines for bail, pre-release, fines, and legal representation
1205	Prisons	Includes issues related to prisons and jails, parole systems, and appropriations
1206	Juvenile Crime	Includes issues related to juvenile crime and justice, juvenile prisons and jails, and efforts to reduce juvenile crime and recidivism
1207	Child Abuse	Includes issues related to child abuse, child pornography, sexual exploitation of children, and parental kidnapping
1208	Family Issues	Includes issues related to family issues, domestic violence, child welfare, family law
1209	Police, Fire and Weapons Control	Observations related to state and local police, firefighters, and other first responders, weapons control, and criminal investigation.
1210	Criminal & Civil Code	Includes issues related to domestic criminal and civil codes, including crimes not mentioned in other subtopics
1211	Crime Control	Includes issues related to the control, prevention, and impact of crime
1227	Police	Includes issues related to the police and other general domestic security responses to terrorism, such as special police
1299	Other	Includes issues related to other law, crime, and family subtopics

#### Social Welfare

1300	General	Includes issues generally related to social welfare policy
1302	Low-Income Assistance	Includes issues related to poverty assistance for low-income families, including food assistance programs, programs to assess or alleviate welfare dependency, and tax credits directed at low income families
1303	Elderly Assistance	Includes issues related to elderly issues and elderly assistance, including government pensions
1304	Disabled Assistance	Includes issues related to aid for people with physical or mental disabilities
1305	Volunteer Associations	Includes issues related to domestic volunteer associations, charities, and youth organizations
1308	Child Care	Includes issues related to parental leave and child care
1399	Other	Includes issues related to other social welfare policy subtopics

#### Housing

1400	General	Includes issues related generally to housing and urban affairs
1401	Community Development	Includes issues related to housing and community development, neighborhood development, and national housing policy
1403	Urban Development	Includes issues related to urban development and general urban issues

1404	Rural Housing	Includes issues related to rural housing
1405	Rural Development	Includes issues related to non-housing rural economic development
1406	Low-Income Assistance	Includes issues related to housing for low-income individuals and families, including public housing projects and housing affordability programs
1407	Veterans	Includes issues related to housing for military veterans and their families, including subsidies for veterans
1408	Elderly	Includes issues related to housing for the elderly, including housing facilities for the handicapped elderly
1409	Homeless	Includes issues related to housing for the homeless and efforts to reduce homelessness
1498	Research and Development	Includes issues related to housing and community development research and development
1499	Other	Other issues related to housing and community development
<b>Domestic Commerce</b>		
1500	General	Includes issues generally related to domestic commerce, including appropriations for government agencies regulating domestic commerce
1501	Banking	Includes issues related to the regulation of national banking systems and other non-bank financial institutions
1502	Securities & Commodities	Includes issues related to the regulation and facilitation of securities and commodities trading, regulation of investments and related industries, and exchanges
1504	Consumer Finance	Includes issues related to consumer finance, mortgages, credit cards, access to credit records, and consumer credit fraud
1505	Insurance Regulation	Includes issues related to insurance regulation, fraud and abuse in the insurance industry, the financial health of the insurance industry, and insurance availability and cost
1507	Bankruptcy	Includes issues related to personal, commercial, and municipal bankruptcies
1520	Corporate Management	Includes issues related to corporate mergers, antitrust regulation, corporate accounting and governance, and corporate management
1521	Small Businesses	Includes issues related to small businesses, including programs to promote and subsidize small businesses
1522	Copyrights and Patents	Includes issues related to copyrights and patents, patent reform, and intellectual property
1523	Disaster Relief	Includes issues related to domestic natural disaster relief, disaster or flood insurance, and natural disaster preparedness
1524	Tourism	Issues related to tourism regulation, promotion, and impact
1525	Consumer Safety	Includes issues related to consumer fraud and safety in domestic commerce
1526	Sports Regulation	Includes issues related to the regulation and promotion of sports, gambling, and personal fitness
1598	R&D	Includes issues related to domestic commerce research and development

1599	Other	Includes issues related to other domestic commerce policy subtopics
<b>Defense</b>		
1600	General	Includes issues related generally to defense policy and appropriations for agencies that oversee general defense policy
1602	Alliances	Includes issues related to defense alliance and agreement, security assistance, and UN peacekeeping activities
1603	Intelligence	Includes issues related to military intelligence, espionage, and covert operations
1604	Readiness	Includes issues related to military readiness, coordination of armed services air support and sealift capabilities, and national stockpiles of strategic materials.
1605	Nuclear Arms	Includes issues related to nuclear weapons, nuclear proliferation, and modernization of nuclear equipment
1606	Military Aid	Includes issues related to military aid to other countries and the control of arms sales to other countries
1608	Personnel Issues	Includes issues related to military manpower, military personnel and their dependents, military courts, and general veterans issues
1610	Procurement	Includes issues related to military procurement, conversion of old equipment, and weapons systems evaluation
1611	Installations & Land	Includes issues related to military installations, construction, and land transfers
1612	National Guard and Reserve Affairs	Observations related to the national guard and reserves
1614	Hazardous Waste	Includes issues related to military nuclear and hazardous waste disposal and military environmental compliance
1615	Civil	Includes issues related to domestic civil defense, national security responses to terrorism, and other issues related to homeland security
1616	Civilian Personnel	Includes issues related to non-contractor civilian personnel, civilian employment in the defense industry, and military base closings
1617	Contractors	Includes issues related to military contractors and contracting, oversight of military contractors, and fraud by military contractors
1619	Foreign Operations	Includes issues related to direct war-related foreign military operations, prisoners of war, and collateral damage to civilian populations
1620	Claims against Military	Includes issues related to claims against the military, settlements for military dependents, and compensation for civilians injured in military operations
1698	Research and Development	Includes issues related to defense research and development
1699	Other	Includes issues related to other defense policy subtopics

## Technology

1700	General	Includes issues related to general space, science, technology, and communications
1701	Space	Includes issues related to the government use of space and space resource exploitation agreements, government space programs and space exploration, and the military use of space
1704	Commercial Use of Space	Includes issues related to the regulation and promotion of commercial use of space, commercial satellite technology, and government efforts to encourage commercial space development
1705	Science Transfer	Includes issues related to science and technology transfer and international science cooperation
1706	Telecommunications	Includes issues related to telephone and telecommunication regulation, infrastructure for high-speed internet, and other forms of telecommunication
1707	Broadcast	Includes issues related to the regulation of the newspaper, publishing, radio, and broadcast television industries
1708	Weather Forecasting	Includes issues related to weather forecasting, oceanography, geological surveys, and weather forecasting research and technology
1709	Computers	Includes issues related generally to the computer industry, regulation of the internet, and computer security
1798	Research and Development	Includes issues related to space, science, technology, and communication research and development not mentioned in other subtopics.
1799	Other	Includes issues related to other space, science, technology, and communication research and development

## Foreign Trade

1800	General	Includes issues generally related to foreign trade and appropriations for government agencies generally regulating foreign trade
1802	Trade Agreements	Includes issues related to trade negotiations, disputes, and agreements, including tax treaties
1803	Exports	Includes issues related to export regulation, subsidies, promotion, and control
1804	Private Investments	Includes issues related to international private business investment and corporate development
1806	Competitiveness	Includes issues related to productivity and competitiveness of domestic businesses and balance of payments issues
1807	Tariff & Imports	Includes issues related to tariffs and other barriers to imports, import regulation and impact of imports on domestic industries
1808	Exchange Rates	Includes issues related to exchange rates and related issues
1899	Other	Includes issues related to other foreign trade policy subtopics

## International Affairs

1900	General	Includes issues related to general international affairs and foreign aid, including appropriations for general government foreign affairs agencies
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1901	Foreign Aid	Includes issues related to foreign aid not directly targeted at increasing international development
1902	Resources Exploitation	Includes issues related to international resources exploitation and resources agreements, law of the sea, and international ocean conservation efforts
1905	Developing Countries	Includes issues related specifically to developing countries (for financial issues see 1906)
1906	International Finance	Includes issues related to international finance and economic development, the World Bank and International Monetary Fund, regional development banks, sovereign debt, and implications for international lending institutions
1910	Western Europe	Includes issues related to Western Europe and the European Union
1921	Specific Country	Includes issues related specifically to a foreign country or region that does not fall under other codes, assessment of political issues in other countries, relations between individual countries
1925	Human Rights	Includes issues related to human rights, human rights violations, human rights treaties and conventions, UN reports on human rights, and crimes associated with genocide or crimes against humanity
1926	Organizations	International organizations, NGOs, the United Nations, International Red Cross, UNESCO, International Olympic Committee, International Criminal Court
1927	Terrorism	Includes issues related to international terrorism, hijacking, and acts of piracy in other countries, efforts to fight international terrorism, and international legal mechanisms to combat terrorism
1929	Diplomats	Includes issues related to diplomats, diplomacy, embassies, citizens abroad, foreign diplomats in the country, and visas and passports
1999	Other	Includes issues related to other international affairs policy subtopics

#### Government Operations

2000	General	Includes issues related to general government operations, including appropriations for multiple government agencies
2001	Intergovernmental Relations	Includes issues related to intergovernmental relations and local government issues
2002	Bureaucracy	Includes issues related to general government efficiencies and bureaucratic oversight
2003	Postal Service	Includes issues related to postal services, regulation of mail, and post-civil service
2004	Employees	Includes issues related to civil employees not mentioned in other subtopics, government pensions, and general civil service issues
2005	Appointments	Includes issues related to nominations and appointments not mentioned elsewhere
2006	Currency	Includes issues related the currency, national mints, medals, and commemorative coins

2007	Procurement & Contractors	Includes issues related to government procurement, government contractors, contractor and procurement fraud, and procurement processes and systems
2008	Property Management	Includes issues related to government property management, construction, and regulation
2009	Tax Administration	Includes issues related to tax administration, enforcement, and auditing for both individuals and corporations
2010	Scandals	Includes issues related to public scandal and impeachment
2011	Branch Relations	Includes issues related to government branch relations, administrative issues, and constitutional reforms
2012	Political Campaigns	Includes issues related to the regulation of political campaigns, campaign finance, political advertising, and voter registration
2013	Census & Statistics	Includes issues related to census and statistics collection by government
2014	Capital City	Includes issues related to the capital city
2015	Claims Against	Includes issues related to claims against the government, compensation for the victims of terrorist attacks, and compensation policies without other substantive provisions
2030	National Holidays	Includes issues related to national holidays and their observation
2099	Other	Includes issues related to other government operations subtopics
<b>Public Lands</b>		
2100	General	Includes issues related to general public lands, water management, and territorial issues
2101	National Parks	Includes issues related to national parks, memorials, historic sites, and recreation, including the management and staffing of cultural sites
2102	Indigenous Affairs	Includes issues related to indigenous affairs, indigenous lands, and assistance to indigenous people
2103	Public Lands	Includes issues related to natural resources, public lands, and forest management, including forest fires and livestock grazing
2104	Water Resources	Includes issues related to water resources, water resource development and civil works, flood control, and research
2105	Dependencies & Territories	Includes issues related to territorial and dependency issues and devolution
2199	Other	Includes issues related to other public lands policy subtopics
<b>Culture</b>		
2300	General	Includes issues related to general cultural policy issues
<b>Additional codes included by LCPS</b>		
<b>Citizenship</b>		
3000	Naturalizations	Providing Lebanese citizenship to individuals of foreign citizenship
3100	Citizenships	Providing any foreign citizenship to Lebanese citizens

## Administrative functions

Administrative Function	Definitions
Licensing	Granting licenses for operations (such as hospitals, schools, NGOs, sports associations, sale of weapons, and fertilizers)
Naturalization	Granting an individual Lebanese nationality
Appointment	The designation of personnel for already existing positions
Approval of Domestic Contribution	The approval/cancellation of a contribution (in-kind or monetary) from a local party
Financial Transfers	The transfer of funds or the opening of credit lines between institutions
Citizenship	Allowing Lebanese to acquire foreign citizenship
Regulation of Commercial Operations	The regulations targeted at specific, small, non-banking businesses
Approval of Foreign Contribution	The approval/cancellation of a contribution (in-kind or monetary) from a foreign party
Central Bank Circulars	Texts issued by the Central Bank
Establishing a Committee	Creating a new committee that serves a specific role
NGOs Registrations	The establishment and registration of new non-governmental organizations
NGOs Affairs	Affairs that take place within individual NGOs, such as changing the name/location/director of an NGO
Correction	The correction of language or spelling mistakes in legislative texts
Reorganizing Local Governance	Forming or dissolving public institutions in determined administrative regions
Issuing Stamps	The issuance and circulation of stamps
Termination of Employment	The retirement or dismissal of public sector employees
Agreements and MoUs	The signing of a new memorandum of understanding (MOU) between the state of Lebanon and a foreign entity
Cancellation of License	The suspension or denial of a license or licensing request
Delegating or Retracting Authorities	Related to granting authority for personnel/committee to carry out duties
Amending Customs and Tariffs	Issues related to the pricing of imported products and trade tariffs
Cancellation of Citizenship	The suspension or denial of citizenship request
Approving Infrastructure Works	Approving infrastructure projects and setting a deadline for their execution
Disseminating Inter-Ministerial Plans	Outlining work operations to be followed in public administrations
Amending Ongoing Public Works	Related to the dropping of some sections of an ongoing infrastructure project
Procurement of Services	Related to government or state procurement of private contractors to conduct specific duties
Electoral Affairs	Related to electoral activities such as determining polling stations and inviting voters



Selling State-Owned Lands	Related to the selling of state-owned real estate to a person or business
Establishing/Reorganizing Labor Unions	Related to the establishment and operation of labor unions
Contractual Rearrangement	Legislations related to a change in already existing bilateral agreements usually signed between the CDR and a foreign party
Amending Donor Agreements	Adding or amending a clause in an already existing agreement with a foreign party
State Appropriation and Management of Land	Related to the purchasing of public or private land for the sole property of the state and the inclusion of land or building in the inventory of historical properties
Establishing a Consulate	Building or changing the location of consulates or embassies
Cancellation of Contribution	The cancellation/rejection of a contribution donated from a local party
Forming or Dissolving Cabinet	Decrees officially announcing cabinet formation or termination
Lifting or Setting Trade Restriction	Related to trade with boycotted countries, and the inclusion or removal of boats from the blacklist
Repealing Laws	Order from the president to repeal a law through the constitutional council
Calling for Exceptional Parliamentary Sessions	Opening exceptional parliamentary sessions
Independent Municipal Fund Disbursements	Annual disbursements from the Independent Municipal Fund to municipalities, unions, and civil defense