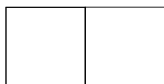# Seamless publishing for secondary legislation

Syncopate.

DocRef.Org

Summary

→ Secondary legislation is subject to publication requirements, with compliance surveyed annually.

Requirements have been summarised in the Secondary Legislation Access Standards from PCO.

Syncopate Lab is a digital legal infrastructure company that builds products for working with regulatory documents in digital systems.

Our systems enable seamless compliance with publishing requirements, easy maintenance, and significant innovation opportunities.

This guide demonstrates how DocRef.Org can let you:

→ Build stakeholder confidence with digital outputs which make you proud.

→ Operate systematically and efficiently using digital legal infrastructure.

→ Unlock innovation opportunities while complying with publication requirements.

Standard 1

Summary

Comply with legal requirements for publication, presentation and notification, including PPD tables.

CPTPP notification

Some legislation has additional notification requirements under the CPTPP

Presentation to Parliament

Hard copies as well as digital files are required for presentation to Parliament

Website publishing

Secondary legislation must be available on a public website, with additional requirements

Gazette notification

Minimum metadata must be submitted for publication in the Gazette

DocRef.Org

→ Automated Gazette notice generation

→ Automated CPTPP notice generation

→ Hard copy export for presentation to Parliament

→ Publish to website with pinpoint links to document elements, including bullet points, paragraphs and cells in tables

→ Publish to multiple locations at once using DocRef APIs

Standard 2

Summary

Publish all secondary legislation in full on your website and keep it there.

Website publishing

Secondary legislation you administer needs to be on your website.

Publish in full

Users need to be able to view the full secondary legislation, not just a link to it.

Maintain old versions indefinitely

Users need to be able to compare new versions with old versions.

Gazette links are insufficient

Web publication is important even if legislation only requires Gazette notification

DocRef.Org

→ Publish to website with pinpoint links to document elements, including bullet points, paragraphs and cells in tables

→ Publish to multiple locations at once using DocRef APIs

→ Publish multiple document versions with textual comparisons, status indicators and change logs

Standard 3

Summary

Changes to the law over time must be clear to users.

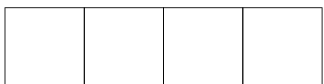### Unofficial consolidations

If consolidations of multiple amendments are published, it needs to be clear whether these are official.

Transparent amendments

Where the law has changed, it should be clear what those changes are, and when they took effect.

DocRef.Org

→ Publish multiple document versions with textual comparisons, status indicators and change logs

→ Publish interlinked documents with hyperlinking and granular pinpoint references

→ Publish to multiple locations at once using DocRef APIs

Standard 4

Summary

Basic minimum information is necessary to understand who made the document under what authority

Title

What does the legislation cover, and in what context?
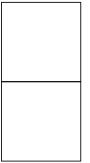
Empowering provision

Which Act and provision empowered you to create it?

Administering agency

Which agency administers the legislation if any scrutiny or oversight is required?

DocRef.Org

→ Turns your secondary legislation into a dataset that can be re-used repeatedly

→ Captures and exports relevant metadata

→ Enhanced cross-linking between documents

Standard 5

Summary

Published in HTML and compliant with web accessibility standards.

Accessible

Compliant with WCAG and NZ Government web accessibility standards, with HTML versions available.

Digital and re-usable

The standards recognise the benefits of publishing secondary legislation in re-usable formats to enable innovation.

DocRef.Org

→ Accessible and WCAG compliant

→ Publish in HTML

→ Export to multiple digital formats

→ Access via API

→ Programmatic change logs

→ Enhanced hyperlinking and pinpoint referencing

Standard 6

Summary

Legislation should be easy to find, navigate and use, including across multiple instruments.

Legislation web specifications

If consolidations of multiple amendments are published, it needs to be clear whether these are official.

Navigation between documents

Where the law has changed, it should be clear what those changes are, and when they took effect.

DocRef.Org

→ Store your secondary legislation as flexible datasets, enabling updates to publishing and presentation in response to developing requirements

→ Publish interlinked documents with hyperlinking and granular pinpoint references to paragraphs, bullet points, or even cells in tables.

→ Integrate guidance materials and secondary legislation, facilitating comprehension and access

About

→ DocRef is a product from digital legal infrastructure company, Syncopate Lab.

DocRef turns regulatory and other documents into digital infrastructure.

The platform assigns granular unique identifiers to blocks of text such as paragraphs, words and phrases, or cells in tables.

This format enables pinpoint links that can be included in documents, datasets, or even software code for traceable implementation across the regulatory stack

From this infrastructure, countless possibilities flow.

Scoping

We can handle anything you throw at us, but it's worth discussing:

→ Regulatory scope

→ Intellectual property and authorship

→ Timeframe for completion

→ Project leadership, decision-making and accountability

→ Available budget

→ Specific end users and digital applications

→ Long-term maintenance and hosting

Next Steps

Initial expression of interest ←

Exploratory discussion

Q&A among parties

Project scoping and refinement

Secure funding

Formal collaboration and agreements

Delivery and review

Syncopate.