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Deputations to the Parliamentary Committees  
Codebook  
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Code Responsible  
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General Instructions  
We code all actors who have appeared before parliamentary committees during the period 1 July 2009 to 1 July 2010. The data base is the committees' agendas. Agendas are available on the Parliamentary website (www.ft.dk). On the website front page, select 'committees and delegations’, then select a committee under 'Committees', for example the Labour Market Committee. Here you select 'see past agendas', and here you can select the appropriate dates and see all agendas for the committees and associated documents. When choosing an agenda, select "see agenda in Annex ', so you can see what each of deputations was about.  
  
Data will be encoded on paper - code form in the end of this code book - and then data are entered into data matrices  
  
D1 Committee  
1 Labour Market Committee  
2 Housing Committee  
3 The Energy Policy Committee  
4 The Political and Economic Committee  
5 The Foreign Policy Committee  
6 Trade and Industry Committee  
7 European Committee  
8 Committee on the Faroe Islands  
9 Finance Committee  
10 The Contact Committee of the Folketing  
11 Presidium of the Folketing  
12 Defence Committee  
13 Greenland Committee  
14 Citizenship Committee  
15 Church Committee  
16 Municipal Affairs  
17 Culture Committee  
18 Committee for Environment and Planning  
19 Legal Affairs  
20 Tax Committee  
21 Social Services Committee  
22 Health Committee  
23 Traffic Committee  
24 Education Committee  
25 Foreign Affairs Committee  
26 Committee for Food, Agriculture and Fisheries  
27 Committee for Rules of Procedure  
28 Committee on Immigration and Integration Policy  
29 Committee on Science and Technology  
30 Committee of Elections  
31 Committee of the Council of Ethics  
32 Committee on Intelligence Service  
33 Subcommittee of the Committee on Rules of Procedures  
34 § 71-supervision  
  
D2 Deputation ID  
Deputations is assigned an ID number that combines the committee code and a sequential number. E.g. the first deputation found in Labour Market Committee gets the ID number 011  
  
D3 Date  
The date of the committee noted in the following form: yyyymmdd (eg. 20100411)  
  
D4 The Actor’s Name  
Enter the name of the actor (e.g. Arthritic Association). Up to 100 characters.  
For nationwide interest groups: Check whether the group appears in the main database on interest groups. If it appears, spell the name of the group, as shown in the main database. If the group does not appear, continue coding, but put the group's name on a list and forward the list to the code responsible.  
  
NB! Are there more players in the deputation, each actor should be coded as a unit.  
  
D4a: Number of Actors  
If multiple actors participate in the deputation record the number here  
   
D5: Actor Type  
1 National interest organization (Includes nationwide organizations. Includes all forms of associations of individuals, businesses, public authorities and organizations)  
2 Politician or Party (Includes members of parliament and the European Parliament)  
3 Expert (Includes experts with professional knowledge and institutional independence. Includes university employees, judges and hospital employees, but not if the committee deals with a case in which the representative may have personal or institutional interests)  
4 Governmental stakeholders (Includes governmental entities. Includes employees in departments and agencies when they act on behalf of the unit. Be aware of the coding of employees in state institutions. These will sometimes be civil servants; in others they represent the "public interest in general" for instance a university.   
5 Municipal stakeholders (includes single municipalities and municipal politicians and also representatives from the regions).  
6 Public stakeholder (including public institutions, staff groups and managers thereof, i.e. Individual kindergartens and nursing homes).  
7 Private companies (includes individual companies, not representing a larger organization).  
8 Individuals (includes persons who are not associated with any of the above categories).  
9 Public committees (including public commissions, boards, councils and committees).  
10 Local interest groups (including non-national organizations, e.g. Local citizens groups, sports associations and the like).  
11 International interest group (includes all international organizations) Danish branches of international organizations are coded (01), for example Unicef ​​Denmark).  
13 Various other actors (including foundations and think tanks)  
99 Unable to determine (used rarely)  
  
D6: Group ID  
All nationwide interest organizations are assigned the ID number shown in the main database.  
It is very important that this is done very carefully so the groups can be identified across files.  
All other actors are assigned the ID number '9999 '  
  
D7 Associated Annex  
1 Non-specific deputations - Finish coding  
2 Deputations related to bills - go to V8a-b and finish coding  
3 Deputations related to motions - go to V9a-b and finish coding

NB! If there are multiple types of related documents it is encoded in D7b-c  
  
D7b Associated Annex  
1 Non-specific deputations – Finish coding  
2 Deputations related to bills - go to V8a-b and finish coding  
3 Deputations related to motions - go to V9a-b and finish coding  
  
D8a Number of Bills the Deputation is related to  
  
D8b Bill  
Write down the bill ID number. Bill ID consists of nine digits. The first six digits indicate the parliamentary session, the last three indicate the bill number, as shown by the Parliamentary website  
For example, the code for the State Budget (L1) in session 2009-10 is 200910001  
  
NB! If the deputation is related to several bills, create a new column in the data matrix (V8C-z) and encode the Bill ID.  
  
D9a Number of Motions the Deputation is related to   
  
D9b Motion  
Write down the ID number of the motion. The motion ID consists of nine digits. The six first sets the parliamentary session, the last three indicate the motion number, as shown by the Parliamentary website  
  
NB! If the deputation is related to several motions, create a new column in the data matrix (V8C-z) and encode the motion ID.  
 

Code form for deputations to parliament

|  |  |
| --- | --- |
| D1 Committee |  |
| D2 Deputation ID |  |
| D3 Date |  |
| D4 The Name of the Actor |  |
| D4a Number of Actors |  |
| D5 Actor Type |  |
| D6 Actor ID |  |
| D7 Associated Annex |  |
| D7b Associated Annex |  |
| D8a Bill Number |  |
| D8b-z Bill |  |
| D9a Number of Motions |  |
| D9b-z Motion |  |
| Any comments |  |