

Factsheet

ECHA-15-FS-03-EN

Access to documents at ECHA - 2014 Key figures

The European Chemicals Agency (ECHA) is dedicated to enhancing good administrative practices when handling requests for access to documents. This factsheet presents the main data on access to documents in the Agency during 2014.

GOOD ADMINISTRATIVE PRACTICES CONCERNING CITIZENS

ECHA embodied elements of good administrative practices in handling the requests and fulfilled its regulatory obligations putting values of transparency into effect.

On top of access to documents regulation, even when we are not in possession of the requested documents, ECHA ATD Team strives to give relevant information. When the question is complex, ECHA ATD Team transfers it to a competent service of the Agency. ECHA ATD Team also informs about the time of publication of documents which have not yet been finalised by ECHA. Furthermore, when requests for information concerning other European Union institutions or bodies are made, we direct the person making the request to that institution or body.

If an application is unclear, we provide assistance by clarifying the scope of request. In addition, when a request relates to a very long document or a very large number of documents we discuss with the applicant in order to find a friendly solution within a suitable timeline.

Our services reply to every request within strict legal deadlines. That would not be obtained without the good will of applicants that accepted ECHA's fair solutions in respect of voluminous applications.

APPLICATIONS RECEIVED IN 2014

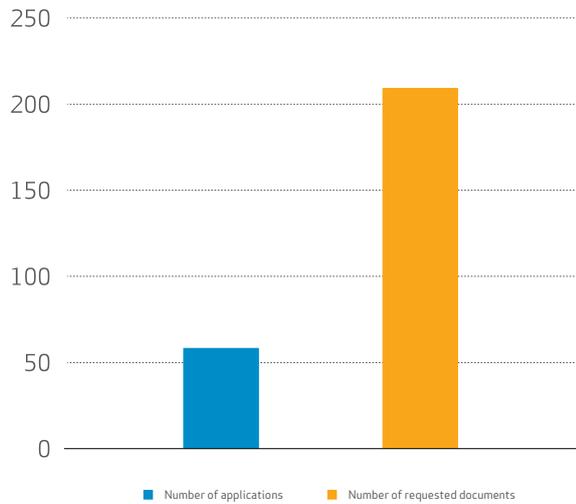
Throughout the year, we received 57 initial application requests, amounting to 208 documents. On top of this, we also received two confirmatory applications. Thanks to ECHA's proactive dissemination of information, the number of requests remained stable compared with 2013.

No. of received applications and requested documents in 2014

No. of requested applications	57
No. of requested documents	208*

* The number after clarification of the scope

No of received applications and requested documents in 2014

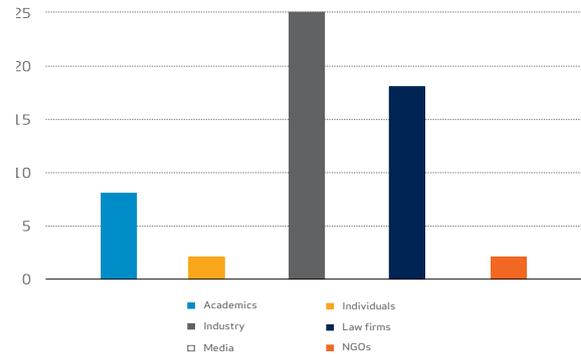


The requests mainly concerned REACH processes. This year, our services dealing with risk management were the busiest. We also keep receiving requests relating to the Biocidal Products Regulation (5 in 2014). As yet, we have not received any applications related to the PIC Regulation.

The profile of applicants demonstrates that access to documents attracts stakeholders with an interest in the work of ECHA. Academics seem to be using requests for access to documents as a last resort due to the comprehensive data disseminated on ECHA's website.

Profile of the applicants in 2014	
Academics	8
Individuals	2
Industry	26
Law firms	18
Media	0
NGOs	2

Profile of the applicants in 2014



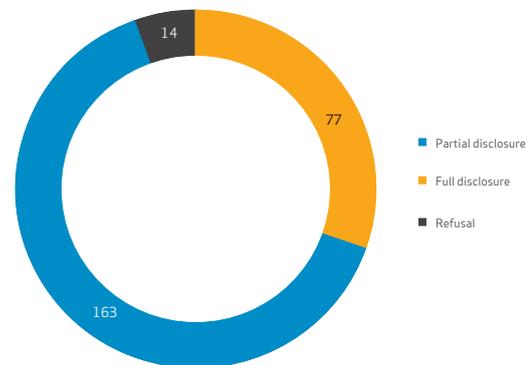
DECISION-MAKING

In 2014, we answered to 61* initial applications, which amounted to 254 documents. These numbers include six initial applications received in 2013 and answered in 2014 and exclude one pending application received in 2014, which will be reviewed in 2015.

Outcome of the applications in number of documents in 2014

Full disclosure	77
Partial disclosure	163
Refusal	14

Outcome of the applications in number of documents in 2014

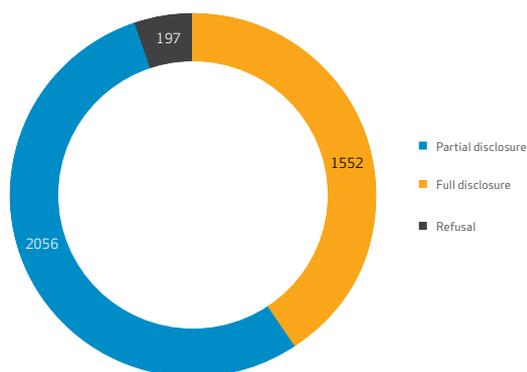


* One case has been treated as an access to their own file

Outcome of the applications in number of pages in 2014

Full disclosure	77
Partial disclosure	163
Refusal	14

Outcome of the applications in number of pages in 2014



In 2014, the most applied reasons, triggering the documents to be partially disclosed have been the protection of privacy and integrity of the individual as well as the protection of commercial interests and intellectual property. In more than half of these cases, we redacted only personal data from documents. Otherwise, the whole content of documents was fully disclosed.

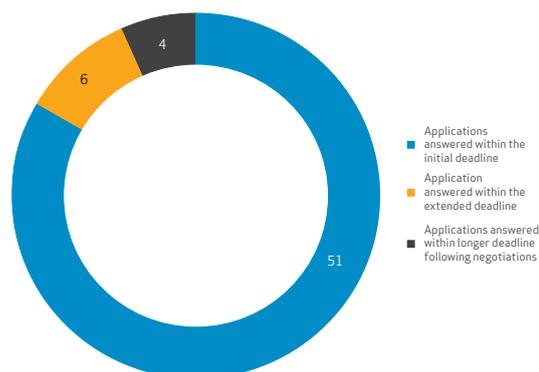
Full refusal had to be employed on the grounds of the protection of the purpose of inspections and the protection of an ongoing decision-making process, but only for a small number of documents (14).

We answered all of the initial applications within the prescribed time-limits. The below figures show that, in most cases, ECHA answered applications within the initial deadline.

Timing of the provided replies

Applications answered within the initial deadline (15 working days)	51 *
Application answered within the extended deadline (additional 15 working days)	6
Applications answered within longer deadline following negotiations	4

Outcome of the applications in number of pages in 2014



IMPORTANT LINKS

Webform on ECHA's website

» <http://echa.europa.eu/access-to-documents-web-form>

Information on chemicals

» <http://echa.europa.eu/information-on-chemicals>

FURTHER READING

Access to documents Regulation

» <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2001:145:0043:0048:EN:PDF>

Decision implementing access to documents Regulation in ECHA

» http://echa.europa.eu/documents/10162/13604/mb_12_2008_final_implementing_rules_access_to_documents_en.pdf

* One case has been treated as an access to their own file