

**THEMATIC COMPILATION OF RELEVANT INFORMATION SUBMITTED BY  
GERMANY**

**ARTICLE 13 UNCAC**

**ACCESS TO INFORMATION  
GERMANY (SEVENTH MEETING)**

**In relation to ensuring that the public has effective access to information (article 13 (1) (b)):**

- Legislation, regulations, policies and procedures regarding public access to information through ICT, such as online platforms, including details regarding:
  - Means by which requests may be submitted (in writing, via Internet, by telephone);
  - The types of bodies required to publish information;
  - The scope of the information published;
  - Any information that must be submitted by the requester as part of the request for information;
  - Costs charged to submit a request
  - Applicable time limits within which the Government must respond to the request;
  - Grounds on which a request by a member of the public for information may be denied;
  - Description of staff or entity responsible for administering access to information requests;
  - Description of steps taken to ensure that existing laws, regulations, policies and procedures regarding access to information are widely known and accessible to the public;
- Description of the means by which the public is informed of how to access information.

The public can obtain information on request under the Freedom of Information Act ([http://www.gesetze-im-internet.de/englisch\\_ifg/](http://www.gesetze-im-internet.de/englisch_ifg/)). The Freedom of Information Act grants all natural persons and legal entities under private law the unconditional right to access official information held by federal authorities. Costs are laid down in the relevant regulation. <http://www.gesetze-im-internet.de/ifggebv/index.html>). Requests can be submitted by email. An information request can only be rejected if one of the exceptions provided for in the Freedom of Information Act is fulfilled. Members of the public who requested information under the Freedom of Information Act may apply for review, if their request has been rejected, and may appeal to an administrative court (see sec. 9 para. 4 of the Freedom of Information Act, [http://www.gesetze-im-internet.de/ifg/\\_\\_9.html](http://www.gesetze-im-internet.de/ifg/__9.html)).