



EUROPEAN COMMISSION

Secretariat-General

Directorate B - Institutional and Administrative Policies
The Director

Brussels,
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By registered mail:

Mr Mathias SCHINDLER
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Subject: Your applications for access to documents pursuant to Regulation (EC) No 1049/2001 regarding public access to European Parliament, Council and Commission documents – ref. GESTDEM 2018/3665

Dear Mr Schindler,

I refer to your e-mail of 9 July 2018, registered on 11 July 2018, by which you submit a request pursuant to Regulation No 1049/2001 regarding public access to European Parliament, Council and Commission documents¹.

In your application, you requested access to ‘all documents related to standard phrases related to requests made in connection with Regulation 1049/2001’. You clarified that your application relates to ‘standard responses:

- that a request has been registered or that a request has not been registered,
- concerning wide-scope requests,
- concerning "fair solutions",
- "holding replies"
- third party consultations.’

You also underlined that your application concerns ‘both initial as well as confirmatory applications’. You concluded that ‘[you] believe that the [European] Commission

¹ Official Journal L145 of 31.05.2001, p.43.

maintains a database, repository, file or folder containing all of these standard responses, in multiple languages' and '[you were] requesting a copy of this'.

The Commission services have identified the following (categories of) documents as falling under the scope of your application:

- Acknowledgment of receipt of an application submitted under Regulation 1049/2001, in different language versions (24 documents, hereafter: 'documents belonging to category 1');
- Acknowledgment of receipt of an application submitted under Regulation 1049/2001 via external on-line platform *AsktheEU.org*, in different language versions (24 documents, hereafter: 'documents belonging to category 2');
- Request for clarification, in different language versions (24 documents, hereafter: 'documents belonging to category 3');
- Wide-scope request - fair solution proposal, in different language versions (24 documents, hereafter: 'documents belonging to category 4');
- Wide-scope request – unilateral restriction of the scope of an application, in different language versions (24 documents, hereafter: 'documents belonging to category 5');
- Wide-scope request – meaningless partial access, in different language versions (24 documents, hereafter: 'documents belonging to category 6');
- Holding reply, in different language versions (24 documents, hereafter: 'documents belonging to category 7');
- Third-party consultation, in different language versions (24 documents, hereafter: 'documents belonging to category 8');
- Third-party (Member State) consultation, in different language versions (24 documents, hereafter: 'documents belonging to category 9');

As a preliminary comment, I would like to clarify that the European Commission does not hold any *database* storing the above-mentioned documents. They are made available to the services of the European Commission via the Commission's internal (intranet) website, which serves the purpose of *repository*. All services and Directorates-General of the European Commission are encouraged to make use of these documents. However, this is not obligatory. Consequently, the replies provided by various services and Directorates-General of the European Commission may not in all cases be structured in the same way.

Following the examination of the content of the templates requested, I am pleased to inform you that full access is granted to the documents.

Please find copies annexed.

The documents, which may be subject to updates if and when the need arises, are disclosed for information only. You may reuse the released documents free of charge for non-commercial and commercial purposes provided that the source is acknowledged,

and that you do not distort the original meaning or message of the documents. Please note that the Commission does not assume liability stemming from their reuse.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'P. Leardini', enclosed within a large, stylized blue oval flourish.

Pascal Leardini