Subject: Your application for access to documents

Ref.: EASE 2024/0022

Dear Mr Riva,

We are referring to your above-mentioned application for access to documents.

We have identified over 150 documents, with an estimated total of more than 1000 pages, as falling under the scope of your request.

According to our first estimates, the handling of your request would take 40 working days, taking into account other applications for access to documents and other tasks that the staff concerned are likely to have to deal with during the same period. These 40 working days are broken down as follows:

− pro memoria: identification of the documents falling under your request: 7 working days;
− assessment of the content of the documents in light of the exceptions of Article 4 of Regulation (EC) No 1049/2001 (1): 8 working days;
− internal consultations with other operational units: 7 working days;
− third-party consultations under Article 4(4) of Regulation (EC) No 1049/2001: 7 working days;
− final assessment of the documents in light of the comments received: 5 working days;

− drafting of the reply: 1 working day;
− redaction of those parts of the documents to which one or several exceptions apply: 1 working day;
− internal review and approval of the draft decision: 3 working days; and
− preparation of the reply and the documents for dispatch (scanning of the redacted versions, administrative processing etc.): 1 working day.

Therefore, the handling of your application cannot be expected to be completed within the normal time limits set out in Article 7 of Regulation (EC) No 1049/2001.

Article 6(3) of Regulation (EC) No 1049/2001 provides for a possibility to confer with the applicant informally with a view to finding a fair solution when the application relates to a very long document or concerns a very large number of documents.

In accordance with the case law of the EU Courts, such a solution can only concern the content or the number of documents requested, not the deadline for replying. This means that the scope of the request must be reduced in a way that would enable its processing within the legal deadlines.

Based on the above-mentioned provision, we would kindly ask you to specify the objective of your application and your specific interest in the documents requested, and whether you could narrow down the scope of your application (i.e., the subject matter(s) and/or timeframe covered), so as to reduce it to a more manageable amount of documents and more manageable number of pages.

In order to help you to narrow down the scope of your application, we propose you to select one of the projects you listed in your initial application:

a. T05-EUTF-NOA-TN-01
b. T05-EUTF-NOA-REG-05
c. T05-EUTF-NOA-REG-09
d. T05-EUTF-NOA-REG-07

Kindly note that we would then assess “all interim, final and evaluation reports” of the project that you select. We would appreciate if you could also specify if you wish to receive annual or also quarterly reports.

In order to enable us to respect the time-limits of Regulation (EC) No 1049/2001, please reply to this proposal for a fair solution within five working days at the latest.


In the absence of a reply within five working days, we will restrict the scope of your application to those parts that can be dealt with within the prescribed deadline.

We remind you that because of the exceptions provided under Article 4 of Regulation (EC) No 1049/2001, we cannot guarantee that we will be able to provide access to all the documents concerned.

Yours sincerely,

(e-signed)

Christos KOMNINOS
Head of Unit