

Federal Law "On Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government", No. 8-FZ, February 9, 2009  
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## **RUSSIAN FEDERATION**

**Federal Law On Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government**  
**Adopted by the State Duma on January 21, 2009**

**Approved by the Council of Federation on January 28, 2009**

**Amended:** 1. by the Federal Law #200-FZ from July 11, 2011 "On Introducing Changes to Specific Legislative Acts of the Russian Federation due to Approval of the Federal Law "On Information, Information Technologies, and Information Protection""

2. by the federal law #112-FZ from June 7, 2013 "On Amending the Federal Law "On Information, Information Technologies and Protection of Information" and the Federal Law "On Access to information about the activities of state bodies and local self-government""

## **Chapter 1. General Provisions**

### **Article 1. Basic Definitions Used in the Present Federal Law**

For the present Federal Law, the following basic definitions have been used: 1. Information on the activities of government bodies and bodies of local self-government – information (including documented), created by government bodies, their territorial bodies, bodies of local self-government or organizations subordinate to government bodies, bodies of local self-government (hereinafter referred to as the subordinate organizations), acting within their competence, or received by the above-specified bodies and organizations. Information on the activities of government bodies and bodies of local self-government also includes laws and other normative legal acts concerning information on the activities of bodies of local self-government – municipal legal acts defining structure, competence, formation and operating procedures of the above-specified bodies and organizations, and other information concerning their activity; 2. government bodies – government authorities of the Russian Federation, government authorities of subjects of the Russian Federation and other government bodies, formed according to the legislation of the Russian Federation and the legislation of subjects of the Russian Federation; 3. information user – the citizen (natural person), organization (legal entity), or public association, carrying out a search for information on the activities of government bodies and bodies of local self-government. Information users are also government bodies and bodies of local self-government, which are carrying out a search of the above-specified information in accordance with the present Federal Law; 4. request – application of the information user in oral or written form,

including in the form of an electronic document, to the government body or body of local self-government or to an official of such a body, for granting information on the activity of this body; 5. the official website of a government body or body of local self-government (hereinafter referred to as the official website) – the website in the information-telecommunication network, the “Internet” (hereinafter referred to as the “Internet”), containing information on the activities of the government body or body of local self-government, the electronic address of which includes the domain name, the rights to which belong to the government body or body of local self-government.

## **Article 2.** Scope of the Present Federal Law

1. The scope of the present Federal Law extends to relations arising in connection with providing access for information users to information on the activities of government bodies and bodies of local self-government. 2. If federal constitutional laws, federal laws, and other normative legal acts of the Russian Federation adopted according to the above-specified laws stipulate distinctions in the granting of specific types of information on the activities of government bodies and bodies of local self-government, the provisions of the present Federal Law shall be applied, taking into account the distinctions stipulated by such federal constitutional laws, federal laws and other normative legal acts of the Russian Federation. 3. If laws and other normative legal acts of subjects of the Russian Federation, adopted under the jurisdiction of subjects of the Russian Federation, stipulate distinctions in the granting of specific types of information on the activities of government bodies of subjects of the Russian Federation and bodies of local self-government, the provisions of the present Federal Law shall apply, taking into account the distinctions stipulated in such laws and other normative legal acts of subjects of the Russian Federation. 4. The scope of the present Federal Law extends to relations arising in connection with the granting, by government bodies and bodies of local self-government, of information on their activities, upon the request of an editorial board of a mass media entity, in areas which remain unregulated by the legislation of the Russian Federation on mass media. 5. The scope of the present Federal Law does not extend to:

1. relations arising in connection with providing access to personal data, the processing of which is carried out by government bodies and bodies of local self-government;
2. procedures for consideration by government bodies and bodies of local self-government of applications of citizens;
3. procedures for granting by government bodies and bodies of local self-government to other government bodies and bodies of local self-government of information on their activity arising in connection with the carrying out, by the above-specified bodies, of their competence.

**Article 3.** Legal Regulation of Relations Arising in Connection with Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Legal regulation of relations arising in connection with providing access to information on the activities of government bodies and bodies of local self-government is carried out according to the Constitution of the Russian Federation, federal constitutional laws, the present Federal Law, Federal Law dated December 22, 2008, N 262-FZ, "On providing access to information on the activity of courts in the Russian Federation" (hereinafter referred to as the Federal Law "On providing access to information on the activity of courts in the Russian Federation"), other federal laws, and other normative legal acts of the Russian Federation. Legal regulation of relations arising in connection with providing access to information on the activities of government bodies of subjects of the Russian Federation and bodies of local self-government is also carried out according to laws and other normative legal acts of subjects of the Russian Federation, and, with respect to bodies of local self-government, by municipal legal acts. 2. If an international treaty of the Russian Federation defines other rules than those stipulated in the present Federal Law, the rules of such international treaty shall apply.

**Article 4.** Basic Principles of Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government

The basic principles of providing access to information on the activities of government bodies and bodies of local self-government are: 1. openness and accessibility of information on the activities of government bodies and bodies of local self-government, except for the cases stipulated by federal law; 2. reliability of information on the activities of government bodies and bodies of local self-government and timeliness of its granting; 3. freedom of search, receipt, transmission and dissemination of information on the activities of government bodies and bodies of local self-government by any legal means; 4. observance of rights of citizens to the inviolability of private life, to personal and family secrets, to protection of their honor and business reputation, and the right of organizations to the protection of their business reputation, in the granting of information on the activities of government bodies and bodies of local self-government.

**Article 5.** Information on the Activities of Government Bodies and Bodies of Local Self-Government, Access to Which is Restricted

1. Access to information on the activities of government bodies and bodies of local self-government is restricted in cases in which the above-specified information refers to data which, according to procedures defined by federal law, constitutes government or other secrets protected by law. 2. The list of the data referring to information to which access is restricted, as well as the procedure of referring the above-specified data to the status of information of restricted access, are defined by

federal law.

**Article 6. Methods of Providing Access to Information on the Activities of Government Bodies and Bodies Of Local Self-Government**

Access to information on the activities of government bodies and bodies of local self-government can be provided through the following methods: 1. promulgation (publication) in mass media by government bodies and bodies of local self-government of the information on their activities; 2. placement on the "Internet" by government bodies and bodies of local self-government of information on their activities; 3. placement in the premises occupied by the above-specified bodies, and in other places designated for these purposes by government bodies and bodies of local self-government of information on their activities; 4. familiarization of information users with information on activities of government bodies and bodies of local self-government in the premises occupied by the above-specified bodies, as well as through library and archival collections; 5. presence of citizens (natural persons), including representatives of organizations (legal entities), public associations, government bodies and bodies of local self-government, at meetings of collegium government bodies and collegium bodies of local self-government, as well as at meetings of collegium entities within government bodies and collegium entities within bodies of local self-government; 6. granting to information users, at their request, information on the activities of , government bodies and bodies of local self-government; 7. other methods, stipulated by laws and (or) other normative legal acts relating to access to information on activities of bodies of local self-government, as well as municipal legal acts.

**Article 7. Form for Granting Information on the Activities of Government Bodies and Bodies of Local Self-Government**

1. Information on the activities of government bodies and bodies of local self-government can be granted in oral form and in the form of documented information, including in the form of the electronic document. 2. The form for granting information on the activities of government bodies and bodies of local self-government is defined by the present Federal Law, Federal Law "On providing access to information on the activity of courts in the Russian Federation", other federal laws and other normative legal acts of the Russian Federation. The form for granting information on the activities of government bodies of subjects of the Russian Federation and bodies of local self-government can also be defined by laws and other normative legal acts of subjects of the Russian Federation, and, with respect to information on the activities of bodies of local self-government, by municipal legal acts. If the form for granting information on the activities of government bodies and bodies of local self-government is not defined, the form can be determined according to the request of the information user. If it is impossible to grant the above-specified information in the requested form, the information is granted in the form in which it exists within the government body or the body of

local self-government. 2.1 Public information about the activities of government bodies and bodies of local self-government is provided by the government bodies and bodies of local self-government to the general public through its placement in the "Internet" in the form of open data. 3. Information on the activities of government bodies and bodies of local self-government in oral form is granted to information users during their visit. The above-specified information is also granted through the telephone support services of the government body or body of local self-government, or by telephone by officials authorized by the government body or body of local self-government for the granting thereof. 4. Information about activities of government bodies and bodies of local self-government can be transmitted over networks of the public communications. The Government of Russia determines the cases in which the access by means of the "Internet" to the information contained in state and municipal information systems provided only for users having passed the authorization in the unified system of identification and authentication.

#### **Article 8. Rights of the Information User**

The information user has the right: 1. to receive reliable information on the activities of government bodies and bodies of local self-government; 2. to refuse receipt of information on the activities of government bodies and bodies of local self-government; 3. not to substantiate the necessity of receiving the requested information on the activities of government bodies and bodies of local self-government, provided access to this information is not restricted; 4. to appeal, in accordance with the defined procedure, acts and (or) actions (omissions) of government bodies and bodies of local self-government, or by their officials, that violate the right to access information on the activities of government bodies and bodies of local self-government and the defined procedure of realization of this right; 5. to demand, in accordance with the procedure defined by law, compensation for damage caused by violation of the right to access information on the activities of government bodies and bodies of local self-government.

### **Chapter 2. Organizing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government. Basic Requirements for Providing Access to This Information**

#### **Article 9. Organizing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government**

1. Access to information on the activities of government bodies and bodies of local self-government is provided according to the limits of the competence of government bodies and bodies of local self-government. 2. Government bodies and bodies of local self-government, for the purpose of organization of access to information on their activities, determine corresponding structural divisions or authorized officials. The rights and duties of the above-specified divisions and

officials are defined by regulations of government bodies and (or) other normative legal acts, and by regulations of bodies of local self-government and (or) other municipal legal acts, governing the activities of corresponding government bodies and bodies of local self-government. 3. The organization of access to information on the activities of government bodies and bodies of local self-government is carried out, taking into account the requirements of the present Federal Law, in the procedure defined by government bodies and bodies of local self-government, according to the limits of their competence, and with respect to access to information on activity of courts in the Russian Federation – also taking into account the requirements of the Federal Law “On providing access to information on the activity of courts in the Russian Federation”.

**Article 10.** Organization of Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government, Placed on the “Internet”

1. Government bodies and bodies of local self-government place information on their activities on the “Internet”, where they create official websites, stating e-mail addresses to which information users can forward requests and the requested information can be received. If a body of local self-government is not able to place information on its activity on the “Internet”, the above-specified information can be placed on the official website of the subject of the Russian Federation within which the corresponding municipal entity is located. Information on the activities of bodies of local self-government of settlements in such a municipal district can be placed on the official website of that municipal district. 2. In order to ensure the right of an unlimited circle of persons to access the information specified in part 1 of the present Article, “Internet” connection points are created at places accessible to information users (at the premises of government bodies and bodies of local self-government, government and municipal libraries, other places accessible to visitors). 3. In order to ensure the right of information users to access to information specified in part 1 of the present Article, government bodies and bodies of local self-government take measures to protect such information according to the legislation of the Russian Federation. 4. Requirements for technological, programmatic, and linguistic means of ensuring the use of official websites of federal executive government bodies are defined by the federal executive government bodies, authorized by the Government of the Russian Federation. Requirements for technological, programmatic, and linguistic means of ensuring use of official websites of other government bodies, as well as websites of bodies of local self-government, are defined by the above-specified bodies according to the limits of their competence. 5. Requirements to technological, software, and linguistic tools needed to organize information placement by government bodies and bodies of local self-government in the “Internet” in the form of open data, and to enable of its usage are defined by the federal executive government body authorized by the Government of the Russian Federation.

**Article 11.** Basic Requirements for Providing Access to Information on the

## Activities of Government Bodies and Bodies of Local Self-Government

The basic requirements for providing access to information on the activities of government bodies and bodies of local self-government are: 1. reliability of the granted information on the activities of government bodies and bodies of local self-government; 2. observance of time periods and procedures for granting information on the activities of government bodies and bodies of local self-government; 3. redaction from the granted information on the activities of government bodies and bodies of local self-government of the data pertaining to information of restricted access; 4. creation by government bodies and bodies of local self-government, according to the limits of their competence, of organizational, technical and other conditions necessary for the realization of the right to access information on the activities of government bodies and bodies of local self-government, as well as creation of governmental and municipal information systems for assisting information users; 5. accounting of expenditures related to providing access to information on the activities of government bodies and bodies of local self-government in the budgetary financing planning of the above-specified bodies.

### **Chapter 3. Granting of Information on the Activities of Government Bodies and Bodies of Local Self-Government**

#### **Article 12.** Promulgation (Publication) of Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Promulgation (publication) of information on the activities of government bodies and bodies of local self-government in mass media is carried out according to the legislation of the Russian Federation on mass media, except for the cases provided by parts 2 and 3 of the present Article. 2. If legislation of the Russian Federation for specific types of information on the activities of government bodies and bodies of local self-government, and, if legislation the subjects of the Russian Federation and municipal legal acts for specific types of information on the activities of government bodies of subjects of the Russian Federation and bodies of local self-government, stipulate requirements for publication of such information, then its publication is carried out taking into account such requirements. 3. Official publication of laws and other normative legal acts and municipal legal acts is carried out according to the procedure for official publication defined by the legislation of the Russian Federation, the legislation of subjects of the Russian Federation, and municipal legal acts.

#### **Article 13.** Information on the Activities of Government Bodies and Bodies of Local Self-Government, Placed on the "Internet".

1. Information on the activities of government bodies and bodies of local self-government, placed by the above-specified bodies on the "Internet", depending on

the field of activity of the government body or body of local self-government, contains: 1. general information on the government body or body of local self-government, including: 2. name and structure of the government body or body of local self-government, mailing address, e-mail address (if any), telephone numbers of support services of the government body or body of local self-government; 3. data on competence of the government body or body of local self-government, tasks and functions of the structural divisions of the above-specified bodies, as well as the list of laws and other normative legal acts defining such competence, tasks and functions; 4. list of territorial bodies and representatives of government bodies abroad (if any), data on their tasks and functions, as well as mailing addresses, e-mail addresses (if any), and telephone numbers of support services of the specified bodies and representatives; 5. list of subordinate organizations (if any), data on their tasks and functions, as well as mailing addresses, e-mail addresses (if any), and telephone numbers of support services of subordinate organizations; 6. data on heads of the government body, its structural divisions, territorial bodies and representatives abroad (if any); data on heads of the body of local self-government, and its structural divisions; and data on heads of subordinate organizations (surname, name, patronymic, as well as at other data thereon subject to consent of such persons); 7. lists of information systems, databanks, and registers maintained by the government body, body of local self-government, or subordinate organizations; 8. data on mass media institutions established by the government body or body of local self-government (if any); 9. information on the norm-creating activity of the government body or body of local self-government, including:

1. normative legal acts issued by the government body, municipal legal acts issued by the body of local self-government, including data on entering of amendments therein, their nullification, invalidation by the court, as well as data on government registration of normative legal acts and municipal legal acts if such registration is required by the legislation of the Russian Federation; 2. texts of drafts of legislative and other normative legal acts proposed to the State Duma of the Federal Assembly of the Russian Federation or to legislative (representative) bodies of government power within subjects of the Russian Federation, and texts of drafts of municipal legal acts proposed to representative bodies of municipal entities; 3. information on placing orders for deliveries of goods, performance of work, and rendering of services for government and municipal needs according to the legislation of the Russian Federation on placing orders for deliveries of goods, performance of work, and rendering of services for government and municipal needs; 4. administrative regulations, standards of government and municipal services; 5. defined forms of applications, statements and other documents to be received by government bodies, their territorial bodies, and bodies of local self-government for consideration according to laws and other normative legal acts and municipal legal acts; 6. procedure for appeal of normative legal acts and other decisions adopted by the



government body and its territorial bodies, and municipal legal acts;

10. the information on the participation of the government body or body of local self-government in target and other programs and international collaboration, including official texts of corresponding international treaties of the Russian Federation, as well as on measures conducted by the government body or body of local self-government, including data on official visits and business trips of heads and official delegations of the government body or body of local self-government; 11. the information on the condition of protection of the population and territories from extreme situations and accepted measures of ensuring of their safety, on foreseeable and already-occurred extreme situations, on methods and ways of protection of the population against them, as well as other information which is subject to distribution by the government body or body of local self-government to citizens and organizations according to federal laws and laws of subjects of the Russian Federation; 12. information on the results of inspections conducted by the government body, its territorial bodies, bodies of local self-government, and subordinate organizations, acting within the limits of their competence, as well as information on the results of inspections conducted of the government body, its territorial bodies, body of local self-government, and subordinate organizations; 13. texts of official appearances and statements of heads and deputy heads of the government body, its territorial bodies, and body of local self-government; 14. statistical information on the activities of the government body or body of local self-government, including:

1. statistical data and indicators characterizing the condition and dynamics of development of economic, social and other fields of vital activity, regulation of which is attributed to the competence of the government body or body of local self-government;
2. data on use by the government body, its territorial bodies, bodies of local self-government, and subordinate organizations of allocated budgetary funds;
3. data on privileges, grace periods, installment plans, and debt forgiveness for payments into budgets of the budgetary system of the Russian Federation granted to organizations and entrepreneurs;

15. the information on staffing of the government body or body of local self-government, including:

1. procedure for hiring of citizens into government service or municipal service;
2. data on vacant positions in government service available in the government body and its territorial bodies, and on vacant positions in municipal service available in the body of local self-government;
3. qualifying requirements for candidates for vacant positions of government service and vacant positions of municipal service;
4. conditions and results of competitions related to filling vacant positions of government service and vacant positions of municipal service;
5. telephone numbers by which it is

possible to receive information concerning the filling of vacant positions in the government body, its territorial bodies, and bodies of local self-government; 6. list of educational institutions subordinate to the government body or body of local self-government (if any), stating mailing addresses of such educational institutions, as well as telephone numbers by which it is possible to receive reference information about such educational institutions;

16. information on the activity of the government body or body of local self-government pertaining to applications of citizens (natural persons), organizations (legal entities), public associations, and government bodies and bodies of local self-government, including:

1. procedure and receiving hours for citizens (natural persons), including representatives of organizations (legal entities), public associations, government bodies, and bodies of local self-government, and procedure for consideration of their applications, with reference to legal acts regulating these procedures;
2. surname, name and patronymic of the division head or other official whose competence includes organization of reception for the persons specified in subparagraph "a" of the present part and provision for consideration of their applications, as well as the telephone number by which it is possible to receive reference information;
3. surveys of applications of persons specified in subparagraph "a" of the present part, as well as summarized information on the results of the consideration of such applications, and measures taken.

17. Government bodies and bodies of local self-government, along with the information specified in part 1 of the present Article and related to their activities, can place in the "Internet" other information on their activities taking into account requirements of the present Federal Law. 18. The composition of public information posted by government bodies and bodies of local self-government in the "Internet" including information posted in the form of open data (except for the information specified in Article 7-1 of the 14 of this Federal Law) is determined by the relevant lists of information provided for in Article 14 of this Federal Law. 19. The procedure for information to be defined as public information posted by government bodies and bodies of local self-government in the "Internet" in the form of open data is determined by the Government of the Russian Federation with regard to the Russian Federation legislation on state secrets, the Russian Federation legislation on information, information technologies, and protection of information, and by the Russian Federation legislation on personal data.

**Article 14.** Lists of Information on the Activities of Government Bodies and Bodies of Local Self-Government, Placed on the "Internet"

1. The list of information on the activities of federal government bodies and their subordinate federal government bodies, activity of which is managed by the President of the Russian Federation, must be approved by the President of the Russian Federation. 2. The list of information on activities of federal government bodies and their subordinate federal government bodies, activity of which is managed by the Government of the Russian Federation must be approved by the Government of the Russian Federation. 3. The lists of information on the activities of the Council of Federation of the Federal Assembly of the Russian Federation and the State Duma of the Federal Assembly of the Russian Federation are approved accordingly by the Council of Federation of the Federal Assembly of the Russian Federation and the State Duma of the Federal Assembly of the Russian Federation. 4. The list of information on the activities of courts in the Russian Federation and distinctions for placement of judicial acts are defined by the Federal Law "On providing of access to information on activity of courts in the Russian Federation". 5. The lists of information on the activities of the federal government bodies formed according to the legislation of the Russian Federation and not specified in parts 1-3 of the present Article, are approved by these federal government bodies. 6. The lists of information on the activities of government bodies of subjects of the Russian Federation are approved according to the procedures determined by subjects of the Russian Federation. 7. The Government of the Russian Federation shall determine the composition of public information about the activities of government bodies of the Russian Federation and bodies of local self-government as well as the procedure for mandatory placement of such information, created by the said bodies or made available to them within exercise of powers in areas of competence of the Russian Federation and the powers of the Russian Federation in areas of joint jurisdiction of the Russian Federation and the subjects of the Russian Federation transferred for execution to government bodies of subjects of the Russian Federation or to bodies of local self-government, by the said bodies in the "Internet " in the form of open data. 8. Upon approval of the lists of information on the activities of government bodies and bodies of local self-government specified in parts 1-3, 5-7 of the present Article, the following shall be defined: frequency of placement of information on the "Internet", except for information posted in the form of open data; time periods for its updating, providing timeliness of execution and protection by information users of their rights and legal interests, as well as other requirements for placement of the above-specified information. 9. Frequency of posting of publicly available information about the activities of government bodies and bodies of local self-government on the "Internet" in the form of open data, as well as terms for its updating to ensure timely implementation and protection of their rights and lawful interests by the users, as well as other requirements for the placement of this information in the form of open data, are determined in the way prescribed by the Government of the Russian Federation.

**Article 16.** Placing of Information on the Activities of Government Bodies and Bodies of Local Self-Government in the Premises Occupied by the Above-Specified Bodies, and Other Places Designated for These Purposes

1. Government bodies and bodies of local self-government, in the premises occupied by the above-specified bodies, and other places designated for these purposes, place information boards and (or) other technical means of analogous function, for familiarizing information users with current information on the activities of the corresponding government body or body of local self-government. 2. The information specified in part 1 of the present Article, should contain:

1. the procedure of activity of the government body or body of local self-government, including procedure for receiving citizens (natural persons), including representatives of organizations (legal entities), public associations, government bodies and bodies of local self-government;
2. conditions and procedure for receiving information from the government body or body of local self-government.
3. Government bodies and bodies of local self-government have the right to place other data necessary for day-to-day informing of information users in the premises occupied by the above-specified bodies, and other places designated for these purposes.

**Article 17.** Familiarization with Information on the Activities of Government Bodies and Bodies of Local Self-Government in the Premises Occupied by the Above-Specified Bodies, As Well As Library and Archival Collections

1. Upon the decision of the government body or the body of local self-government, by the procedure defined by them, the information user can be granted an opportunity to familiarize himself with information on their activities, in the premises occupied by the government body or body of local self-government. 2. A body of local self-government which is not able to place the information on its activities on the "Internet", provides information users with the opportunity to familiarize themselves with the above-specified information in the premises occupied by this body of local self-government. 3. Familiarization of information users with information on the activities of government bodies and bodies of local self-government which is located in library and archival collections, is carried out in the procedure defined by the legislation of the Russian Federation, the legislation of subjects of the Russian Federation, and municipal legal acts.

**Article 18.** Request for Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. The information user has the right to apply to government bodies and bodies of local self-government with a request both directly and through his or her representative, whose competence is formed according to the procedure defined by

the legislation of the Russian Federation. 2. The request should specify the mailing address, telephone number and (or) fax number or e-mail address for forwarding the response to the request or clarification of the contents of the request, as well as the surname, name and patronymic of the citizen (natural person) or name of the organization (legal entity), public association, government body, or body of local self-government requesting information on the activities of government bodies and bodies of local self-government. Anonymous requests are not considered. The written request should also include the name of the government body or body of local self-government to which the request is forwarded, or surname and initials or position of the corresponding official. 3. In drafting the request, the official language of the Russian Federation must be used. In drafting a request to the government body or body of local self-government of a republic that is part of the Russian Federation, use of the official language of this republic is determined by the legislation of such republic. Use, in drafting a request to the government body of a subject of the Russian Federation or a body of local self-government, of other languages of peoples of the Russian Federation is determined by the legislation of the subject of the Russian Federation. 4. In case of receipt by the government body or body of local self-government of a request drafted in a foreign language, this request can be considered according to the procedure defined by the corresponding body. 5. A written request is subject to registration within three days from the date of its receipt by the government body or body of local self-government. An oral request is subject to registration on the day of its receipt, stating the date and time of receipt. 6. The request is subject to consideration within thirty (30) days from the date of its registration unless otherwise stipulated in the legislation of the Russian Federation. If granting of the requested information is not possible within the specified term, the information user shall be notified, within seven days from the date of registration of the request, of the delay of response to his request, including the reason for the delay and the time period in which the requested information will be granted, which cannot be more than fifteen (15) days in excess of the period defined by the present Federal Law for a response to a request. 7. If the request does not concern the activity of the government body or body of local self-government to which it is forwarded, within seven days from the date of registration of the request it is forwarded to the government body or body of local self-government which is authorized to grant the requested information. The requesting information user shall be notified of the readdressing of the request within the same time period. If the government body or body of local self-government has no data on the availability of the requested information in another government body or body of local self-government, the information user shall also be notified of this within seven days from the date of registration of the request. 8. Government bodies and bodies of local self-government have the right to clarify the content of the request for the purpose of granting the information user necessary information on activities of the above-specified bodies. 9. The requirements of the present Federal Law for a written request and for a response thereto shall apply to a request received by the government body or body of local self-government via the "Internet", as well as to the response to such request.

**Article 19.** Procedure for Granting Information on the Activities of Government Bodies and Bodies of Local Self-Government by Request

1. Information on the activities of government bodies and bodies of local self-government is granted by request in the form of response to the request, which contains the requested information or to which the requested information is attached, or which according to Article 20 of the present Federal Law contains a justified refusal to grant the above-specified information. The response to the request should specify the name, mailing address of the government body or the body of local self-government, the official position of the signatory to the response, as well as identification information of the response to the request (registration number and date). 2. In responding to a request, the official language of the Russian Federation is used. In responding to a request received by the government body or body of local self-government of a republic that is part of the Russian Federation, the use of the official language of this republic is determined by the legislation of such republic. Use in response to a request received by the government body of the subject of the Russian Federation or a body of local self-government of other languages of peoples of the Russian Federation is determined by the legislation of the subject of the Russian Federation. 3. Upon request for information on the activities of government bodies or bodies of local self-government, which is published in mass media or placed on the "Internet", the government body or body of local self-government may, in response to the request, limit itself to stating the name, outgoing date and number of the issue of mass media in which the requested information is published, and (or) the electronic address of official website on which the required information has been placed. 4. If the requested information pertains to information of restricted access, the response to the request should specify the type, name, number and date of issue of the act, according to which access to this information is restricted. If part of the requested information relates to information of restricted access, and the remaining information is of public domain, the government body or body of local self-government is obliged to provide the required information, except for information of restricted access. 5. Response to the request is subject to obligatory registration by the government body or body of local self-government.

**Article 20.** Conditions Excluding Possibility of Granting of Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Information on activities of government bodies and bodies of local self-government is not granted in the following cases:

1. the content of the request does not allow for determination of the requested information on the activities of government bodies and bodies of local self-government;
2. the request does not specify mailing address, e-mail or fax number for forwarding a response to the request, nor telephone number by which it is possible to contact the information user who had sent

the request; 3. the requested information does not relate to the activities of the government body or the body of local self-government which received the request; 4. the requested information relates to information of restricted access; 5. the requested information was previously granted to the information user; 6. the request poses a question of legal assessment of acts taken by the government body or the body of local self-government, or poses a question of carrying out an analysis of activities of the government body, its territorial bodies, the body of local self-government or subordinate organizations, or poses a question of carrying out other analytical work which is not directly connected with protection of rights of the requesting information user.

2. The grounds excluding possibility of granting of information on the activities of courts in the Russian Federation are defined by the Federal Law "On providing of access to information on the activity of courts in the Russian Federation". 3. A government body or body of local self-government has the right not to grant information on its activities by request if this information was published in mass media or placed on the "Internet".

#### **Article 21.** Information on the Activities of Government Bodies and Bodies of Local Self-Government Given Free of Charge

The information user is granted free of charge the following information on activities of government bodies and bodies of local self-government which are:

1. transferred in oral form; 2. placed by the government body or body of local self-government on the "Internet", as well as in places designated for placement of information on the activities of government bodies and bodies of local self-government; 3. touching upon rights and duties of the concerned information user defined by the legislation of the Russian Federation; 4. other information, defined by law, on the activities of government bodies and bodies of local self-government, as well as other information, defined by municipal legal acts, on the activities of bodies of local self-government.

#### **Article 22.** Payment for Granting of Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Payment for granting information on the activities of government bodies and bodies of local self-government is levied if in granting this information by request, the volume of the requested and received information exceeds the volume of

information given free of charge, as defined by the Government of the Russian Federation. The payment collection procedure is defined by the Government of the Russian Federation. 2. Upon occurrence of the case provided in part 1 of the present Article, the information user pays expenses for manufacturing of copies of the requested documents and (or) materials, as well as the expenses connected with their sending by mail. 3. Funds received as payment for granting information on the activities of government bodies and bodies of local self-government are subject to transfer to corresponding budgets of the budgetary system of the Russian Federation. 4. The government body or body of local self-government which has given information containing incorrect data is obliged to eliminate such discrepancies, free of charge, upon received a justified written statement from the information user.

#### **Chapter 4. Liability for Violation of Procedure for Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government**

**Article 23.** Protection of the Right to Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Decisions and actions (omissions) of government bodies and bodies of local self-government, or by officials of these bodies, that violate the right to access information on the activities of government bodies and bodies of local self-government, can be appealed to a higher body or to higher official or in court. 2. If as a result of wrongful refusal in access to information on activities of government bodies and bodies of local self-government, or its untimely granting, or granting of intentionally misleading information or information not corresponding to the content of the request, the information user was caused damages, such damages are subject to compensation according to the civil legislation of the Russian Federation.

**Article 24.** Control and Supervision over Providing Access to Information on the Activities of Government Bodies and Bodies of Local Self-Government

1. Control over providing access to information on the activities of government bodies and bodies of local self-government is carried out by heads of government bodies and bodies of local self-government. 2. The procedure of carrying out control over providing access to information on the activities of government bodies and bodies of local self-government is defined by normative legal acts of government bodies and by municipal legal acts, respectively. 3. Supervision of execution of the present Federal Law by government bodies and bodies of local self-government, and their officials is carried out by bodies of the Prosecutor's Office of the Russian Federation in the procedure defined by the Federal Law "On the Office



of the Prosecutor of the Russian Federation”.

**Article 25. Liability for Violation of the Right to Access Information on the Activities of Government Bodies and Bodies of Local Self-Government**

Officials of government bodies and bodies of local self-government and government and municipal employees, guilty of violation of the right access to information on the activities of government bodies and bodies of local self-government, bear disciplinary, administrative, civil and criminal liability according to the legislation of the Russian Federation.

**Article 26. Entering the Present Federal Law into Force** The present Federal Law comes into force on January 1, 2010.

President of the Russian Federation D.Medvedev

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