

## **Frequently Asked Questions - Freedom of Information:**

### **1. What does freedom of information mean?**

It is the right to access general, non-protected information processed by SIDF, regardless of its source, form, or nature. Open data falls under general information. The process of providing public data to individuals for a fee is called freedom of information.

### **2. How can I submit a request for information?**

Requests are submitted electronically by filling out the "[Information Request Form](#)" available on SIDF's data requests page.

### **3. What are the rights of individuals regarding access to or obtaining general information?**

- The right to access and obtain any non-protected information held by SIDF.
- The right to know the reason for the refusal to access or obtain the requested information.
- The right to appeal the decision to refuse the request to access or obtain the requested information.

### **4. How long does it take to respond to a request for information?**

The applicant is notified immediately upon the approval of the request by the Data Management Office.

### **5. Will the applicant be notified if their request is rejected?**

Yes, if the request to access or obtain the information is rejected, the applicant will be notified electronically, including the following information:

- Whether the request was rejected fully or partially.
- Reasons for the rejection, if possible.
- The right to appeal the rejection and how to submit it.

### **6. Can I appeal the decision to reject the request?**

If the individual wishes to appeal the rejection of the request, they can submit a written or electronic notice of appeal within a period not exceeding 10 working days from the receipt of the rejection. The appeal committee will review the request, make the appropriate decision, and notify the individual of the committee's decision on the appeal request.