

# WAGENINGEN UNIVERSITY GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT IMPLEMENTING REGULATIONS

## **INTRODUCTION**

In accordance with the Government Information (Public Access) Act (*Wet openbaarheid van bestuur*, WOB) anyone may address a request for information contained in a document concerning administrative matters to an administrative body. Wageningen University falls within the scope of application of the WOB.

Pursuant to Section 14(2) of the WOB, an administrative body may adopt additional regulations governing the implementation of that legislation. The Wageningen University Executive Board has decided to adopt the regulations set out below.

These regulations stipulate the fee payable for the preparation or supply of electronic (e.g. scanned and/or edited PDF files) or paper copies of documents or an extract from or summary of the contents of a document. In addition, these regulations set out several procedural rules governing the way in which a WOB request may be submitted, thereby implementing Section 2:15(1) of the General Administrative Law Act (*Algemene wet bestuursrecht*).

## **WAGENINGEN UNIVERSITY GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT IMPLEMENTING REGULATIONS**

1. A request for information referred to in Section 3(1) of the Government Information (Public Access) Act shall be addressed to the Wageningen University Executive Board. A written request shall only be considered, provided that it is submitted by post or e-mail to the address listed below.

By post:  
Wageningen University  
Attn. The Executive Board PO  
Box 9101  
6700 HB Wageningen

By e-mail:  
[wob@wur.nl](mailto:wob@wur.nl)

2. The Executive Board may refuse to consider a message or request for information sent by e-mail if the reliability or confidentiality of the message is inadequately guaranteed in view of the nature and contents of that message and the purpose for which it is used. The sender shall be notified of such refusal as soon as possible.
3. A fee shall be charged for providing a copy in response to a request pursuant to the Government Information (Public Access) Act. A 'copy' in this sense is deemed to refer to a single copy of a document or part thereof, as defined in Section 7(1)(a) of the Government Information (Public Access) Act, in paper or electronic form.

4. The fee referred to in Article 3 shall amount to:
  - a. nil for fewer than six (6) copies;
  - b. €4.50 for six (6) to thirteen (13) copies;
  - c. €0.13 per copy for fourteen (14) or more copies.
5. A fee of €2.25 per page shall be charged for the supply of an extract from a document or a summary of its contents, as defined in the Government Information (Public Access) Act.
6. The applicant shall be charged the fee payable pursuant to these implementing regulations by means of a written notice. This fee must be paid before the relevant information is supplied pursuant to the request. The deadline for supplying the aforementioned documents referred to in Section 6 of the Government Information (Public Access) Act shall be suspended until the applicant pays the amount payable in full in return for written proof of payment.

These regulations may be cited as the Wageningen University Government Information (Public Access) Act Implementing Regulations and they shall enter into force on 1 December 2017. These regulations shall apply to all requests received on or after this date.