

**THE CENTRAL BANK
OF BOSNIA AND HERZEGOVINA**

Ref: 101-544/10

Sarajevo, 13 April 2010

On the basis of Article 53. of the By-law of the Central Bank of Bosnia and Herzegovina GB ref: 120/05 dated 29 June 2005, Governor of the Central Bank of Bosnia and Herzegovina passes

DECISION

**on Freedom of Access to the Information under the Control of the Central Bank
of Bosnia and Herzegovina**

1. Acting in accordance with the regulations of Bosnia and Herzegovina which regulate freedom of access to information in Bosnia and Herzegovina, and on the basis of the authorization from the Law on the Central Bank of Bosnia and Herzegovina (“Official Gazette BH” Ref: 1/97, 29/02, 8/03,13/03,14/03,9/05,76/06 and 32/07), this Decision regulates the way of accessing the information under the control of the Central Bank of Bosnia and Herzegovina (hereinafter: the Central Bank).

2. For purpose of enabling the access to the information under the control of the Central Bank, the present Decision and the enactments which are the integral parts of this Decision will be announced on the web site of the Central Bank:

- INDEX – REGISTRY of the information under the control of the Central Bank,
- GUIDE on the procedure of realization of rights to access the information under the control of the Central Bank,
- The Request Form for access to the information under the control of the Central Bank.

3. The employee of the Central Bank who is in charge of the coordination of tasks related to the freedom of access to the information under the control of the Central Bank and for providing information related to the realization of this Decision is Coordinator of the Public Relations Section in the Head Office of the Central Bank.

4. The employee of the Central Bank mentioned in Item 3. of this Decision is obliged to reply to the written request for access to the information under the control of the Central Bank in the adequate deadline, which cannot be longer than 15 days, counting from the day of receipt of the written request. Depending on the contents of the request, the employee from Item 3. of this Decision may:

-instruct the person who submitted the request how to access the required information or
-send the information to the address of the person who submitted the request or
-explain to the person who submitted the request the reasons why the request cannot be met.

5. Upon receipt of the request for access to the information under the control of the Central Bank, the employee from Item 3. of this Decision, if he/she cannot meet the request by themselves, addresses in writing the appropriate manager of the Central Bank who is in charge, according to the work scope, of the specific request related to the required information.

6. The employee of the Central Bank, addressed by the employee from item 3. of this Decision with a written request related to the specific information, is obliged to send an adequate reply to the employee from item 3. of this Decision in the shortest time period possible, which cannot be longer than 5 (five) working days from the day of the receipt of the request.

7. The employee from item 3. of this Decision keeps records on the received requests and records on replies on requests and prepares the monthly report. On quarterly basis, the employee from item 3. of this Decision submits a report on statistical data, which apply, but are not limited to the number of the received requests for access to the information under the control of the Central Bank, to the Institution of Human Rights Ombudsmen of Bosnia and Herzegovina.

8. The integral parts of this Decision are: INDEX-REGISTRY of the information under the control of the Central Bank, GUIDE on the procedure of realization of rights to access the information under the control of the Central Bank, and the Request Form for access to the information under the control of the Central Bank, which will be presented on the web site of the Central Bank.

9. This Decision shall take effect on the date of its signing and shall be applied from that date.

G O V E R N O R
Kemal Kozarić, Ph.D.