



**LAW OF THE REPUBLIC OF LITHUANIA
AMENDING LAW NO VIII-1524 ON THE RIGHT TO OBTAIN
INFORMATION FROM STATE AND MUNICIPAL INSTITUTIONS AND BODIES**

11 October 2016 No XII-2666
Vilnius

**Article 1. Recast version of Law No VIII-1524 of the Republic of Lithuania on
the Right to Obtain Information from State and Municipal Institutions
and Bodies**

To amend Law No VIII-1524 of the Republic of Lithuania on the Right to Obtain Information from State and Municipal Institutions and Bodies to read as follows:

**'LAW OF THE REPUBLIC OF LITHUANIA
ON THE RIGHT TO OBTAIN INFORMATION
FROM STATE AND MUNICIPAL INSTITUTIONS AND BODIES**

**CHAPTER I
GENERAL PROVISIONS**

Article 1. Objective and purpose of the Law

1. The objective of this Law is to establish measures and the procedure for implementing the right of individuals to obtain the information referred to in Article 5 of this Law from the State and municipal institutions and bodies, and undertakings and public establishments referred to in Article 2(1) of this Law as well as documents they hold and/or process in exercising the functions established by laws and other regulations ('public function').

2. This Law:

1) establishes an obligation for the State and municipal institutions and bodies, and undertakings and public establishments referred to in Article 2(1) of this Law to provide documents, and the cases when granting exclusive rights to re-use documents is prohibited;

2) sets out conditions for the re-use of documents;

3) establishes the procedure for submitting and examining requests for access to documents, and other actions by the State and municipal institutions and bodies, and

undertakings and public establishments referred to in Article 2(1) of this Law in providing documents to applicants;

4) establishes principles governing charging for the supply of documents;

5) establishes the procedure for publishing information on the activities of the State and municipal institutions and bodies, and undertakings and public establishments referred to in Article 2(1) of this Law;

6) establishes the procedure for the production of the sets of documents referred to in Article 19(1) of this Law and for the provision of services relating to the sets of documents.

3. This Law implements the legal acts of the European Union referred to in the Annex to this Law.

Article 2. Application of the Law

1. This Law shall apply to the State and municipal institutions and bodies, and undertakings and public establishments which are financed from the State or municipal budget and State monetary funds and which, in accordance with the procedure laid down by the Law of the Republic of Lithuania on Public Administration, are authorised to engage in public administration or which provide public and administrative services to individuals or exercise other public functions, including libraries, museums and state archives ('institutions'). Article 5(2)(6) of this Law shall also apply to the undertakings and public establishments the owner or at least one of the stakeholders of which is the State or municipality and to the public limited liability companies and private limited liability companies in which the State or municipality holds more than 50 % of votes at a general meeting of shareholders, where information about salaries of their employees is provided in accordance with the procedure established by this Law.

2. This Law shall not apply to:

1) documents the processing of which is not a public function delegated to an institution by laws or other regulations except for information about the salary of employees;

2) documents for which third parties hold industrial property rights, copyright, related rights or the rights of the makers of databases (*sui generis*) ('intellectual property rights');

3) documents the supply of which is prohibited by laws or other regulations adopted on the basis thereof, including documents which are excluded from access on the grounds of national or public security, national defence interests, statistical confidentiality and commercial confidentiality or which constitute a State, official, bank, commercial or professional secret;

4) documents the supply of which is restricted by laws or other regulations adopted on the basis thereof, and in cases in which applicants have to prove the purpose of use of the requested documents;

5) documents containing only logos, crests and/or insignia;

6) part of the documents the supply of which is not prohibited which contains personal data the re-use of which is incompatible with regulations with regard to the processing of personal data;

7) documents held by the Lithuanian National Radio and Television and other radio and television programme broadcasters financed from the State or municipal budget;

8) documents held by State and municipal educational establishments, State higher education schools ('higher education school'), except for the libraries of higher education schools, and State research institutes;

9) documents held by theatres, concert establishments and other establishments which act in line with the laws governing the activities of cultural establishments, except for libraries and museums.

3. If the processing, supply and publication of documents is regulated by other laws, this Law shall apply insofar as other laws do not provide otherwise.

4. Personal data shall be processed in accordance with the Law of the Republic of Lithuania on Legal Protection of Personal Data.

Article 3. Main definitions for the purposes of this Law

1. **Document** means information recorded in the activities of an institution, or any part thereof, whatever the manner, form and medium of its provision, including register data, register information and data supplied to the register and/or copies thereof as well as State information system data.

2. **Re-use** of a document ('re-use') means the use of documents by applicants and/or their representatives, for commercial or non-commercial purposes other than the initial purpose within the public function for which the documents were produced. Exchange of documents between institutions in the provision of public or administrative services or in pursuit of other public functions does not constitute the re-use of documents.

3. **Publication of a document** means the communication to the public of a document, including the making available to the public of it, in such a way that the applicant or his representative may access it from a place and at a time of his choosing.

4. **Supply of a document** means the disclosure of a document by way of transfer or making it otherwise available to the applicant or his representative, at their request.

5. **Information** means knowledge used by an institution in exercising public functions.

6. **Applicant** means a natural or legal person and an entity without legal personality of the Republic of Lithuania, other EU Member States and the countries of the European Economic Area and/or its branch and representative office.

7. **Applicant's representative** means a person entitled to represent the applicant.

8. **Set of digital documents** ('set of documents') means the entirety of documents, produced by information technology means and methodically systematised, including data describing them ('metadata').

9. Other definitions used in this Law shall be interpreted within the meaning of the Law on Legal Protection of Personal Data, the Law on Public Administration and the Law of the Republic of Lithuania on Management of State Information Resources.

Article 4. Obligation of an institution to supply documents to applicants

1. Institutions must supply documents to applicants or their representatives ('applicant'), with the exception of the cases established by this Law and other laws.

2. The natural and legal persons and entities without legal personality of the States other than European Union Member States and the countries of the European Economic Area, as well as their branches and representative offices, shall be supplied with documents in accordance with the same procedure as applicants, if this is not in contradiction with the laws of the Republic of Lithuania, international treaties, EU legislation and other regulations.

Article 5. Information about the activities of an institution

1. Information about the activities of an institution shall be public and be published on the institution's website in accordance with the procedure established by the Government of the Republic of Lithuania ('the Government').

2. In compliance with the protection requirements of laws on the protection of personal data, on State, official, commercial and professional secrets and other secrets protected by laws, the following shall be published on the institution's website:

1) depersonalised certificates of the ombudsmen of the Seimas of the Republic of Lithuania concerning the completed investigation of a complaint and information about the results of a review by the institution of proposals (recommendations) from Seimas ombudsmen;

2)) depersonalised information about decisions by the Auditor General of the Republic of Lithuania and his deputies in respect of the institution based on public audit reports,

also about remedying the infringements of legal acts indicated in the decisions and the implementation of instructions, proposals and recommendations;

3) depersonalised binding court decisions stating that infringements have been committed at the institution, also information about the measures taken in connection with the remedying of these infringements of legal acts;

4) depersonalised information about the misconduct in office ascertained at an institution and the professional sanctions being applied for this misconduct. If the decision to impose a professional sanction was appealed against in accordance with the statutory procedure, information about it shall be published only after the decision of the court or another institution that examined the service dispute has taken effect;

5) depersonalised information about the incentives and awards received by the institution's civil servants;

6) the average fixed (allocated) salary of the institution's civil servants, State politicians, judges, State officials and employees working under employment contracts ('employees') in accordance with the office held (the average fixed (allocated) salary of an employee who is the only person at the body holding a given office shall be made public only upon receipt of his consent);

7) other information established by the Government.

3. All information about the activities of an institution shall be provided to applicants free of charge.

Article 6. Principles governing the supply of documents

An institution shall observe the following principles when providing documents:

1) completeness of documents: an applicant shall be provided with all documents consistent with the substance of their request to the extent provided for under legal acts;

2) accuracy of documents: documents provided to an applicant shall correspond to the documents held by the institution;

3) legitimacy: actions taken by an institution in relation to the provision of documents shall be based on this Law and other laws or other regulations;

4) objectivity: the employees of an institution shall maintain impartiality and objectivity when providing information;

5) assistance: assistance shall be provided to applicants exercising their right to receive documents;

6) availability of documents: favourable conditions shall be created for applicants to use documents, irrespective of the objectives and legal form of their activity, and, where necessary,

only the minimum legal, technical and/or financial conditions governing the provision of documents to applicants shall be laid down;

7) bilateral use: where necessary, documents provided to the applicant shall be further used by the institution itself.

Article 7. Competence of State institutions in the area of re-use

1. The Government shall establish areas for re-use development, targets and the ways of their achievement.

2. The Ministry of Transport and Communications of the Republic of Lithuania ('the Ministry of Transport and Communications') shall formulate the State policy in the area of re-use and within its remit shall:

1) submit proposals to the Government concerning areas for re-use development, targets and the ways of their achievement;

2) coordinate and regulate actions by institutions when they implement within their remit the State policy in the field of re-use;

3) submit conclusions regarding draft laws and other legal acts in connection with re-use;

4) following the entry into force of the directive referred to in the Annex to this Law, draw up every three years a report on the availability of documents for re-use and the conditions under which these documents are made available and the means of redress for applicants and deliver it to the European Commission; on the basis of that report, which shall be made public, the monitoring of the implementation of the provisions of Article 10 of this Law shall be carried out;

5) execute other functions delegated in relation to re-use.

3. An institution authorised by the Minister for Transport and Communications of the Republic of Lithuania ('the Minister for Transport and Communications') shall carry out the monitoring of re-use and shall:

1) provide methodological assistance to institutions as regards the compiling of sets of documents and metadata;

2) supply the metadata of the sets of documents to the European Open Data Portal and ensure their integrity and dissemination across the European Union;

3) carry out monitoring in relation to the compiling of the sets of documents and provide aggregated information to the Ministry of Transport and Communications;

4) provide advice to institutions and applicants on the issues of conditions for producing, obtaining and re-using the sets of documents;

5) execute other functions delegated to him.

4. Institutions shall implement within their remit the State policy in the field of re-use.

CHAPTER II

CONDITIONS GOVERNING THE SUPPLY OF DOCUMENTS

Article 8. Permit to re-use documents

1. Without a separate permit from an institution and without having a contract, an applicant may use the documents obtained as follows:

1) make publicly known in any manner, also make them publicly available on the internet;

2) reproduce in any form or manner;

3) translate into other languages;

4) adapt, process or remake otherwise;

5) distribute or supply (transfer) otherwise to third persons.

2. Documents obtained from an institution must not be distorted and/or used to directly advertise products or services or for the purpose of giving an impression that the product or service is supported or promoted otherwise by the institution, and must not be used for illegal, fraudulent and unfair purposes or in support of such purposes and used so that third persons are misled.

3. When re-using documents obtained from an institution an applicant must indicate the source and the date of receipt of the documents, and ensure that the rights and legitimate interests of third persons will not be affected. Responsibility for the correctness of the documents adapted, processed or remade otherwise shall lie with the applicant. Responsibility for the legal consequences caused by such documents shall lie with the applicant.

4. Conditions for re-use other than those indicated in paragraphs 1, 2 and 3 of this article may be established only in the laws of the Republic of Lithuania or European Union legislation.

5. An applicant shall be allowed to re-use documents without an institution's authorisation in observance of the conditions stipulated in paragraphs 1, 2 and 3 of this article, other laws of the Republic of Lithuania and European Union legislation. Documents which the applicant is allowed to re-use without the institution's authorisation and a respective reference to this Law, other laws of the Republic of Lithuania and European Union legislation laying down conditions for re-use shall be published on the institution's website.

6. If, on the basis of the laws of the Republic of Lithuania or European Union legislation, an institution is instructed to establish conditions for re-use other than those indicated in paragraph 5 of this article, these conditions must not unreasonably restrict re-use possibilities

and competition, also must not discriminate against the applicants using documents for the same purpose.

7. In the case referred to in paragraph 6 of this article, an institution shall establish special conditions for re-use and incorporate them into the contract which must be concluded by the institution supplying documents with any applicant when the latter applies, with the exceptions established by laws or other regulations adopted on the basis thereof. When concluding that contract the institution shall not be entitled to give privileges to the applicant on the grounds of his/her race, nationality, gender, social status and other particularities, with the exception of the cases established by this Law. By the contract the applicant shall be granted a special permit to re-use documents. Special conditions for re-use shall be published on the institution's website.

8. The institution shall offer the applicant the possibility of concluding the contract referred to in paragraph 7 of this article either in writing or through electronic means. Where a set of documents is provided through electronic means, the recommended contract shall be concluded only electronically. Documents to which special conditions for re-use apply shall be published on the institution's website.

Article 9. Prohibition on granting exclusive rights

1. An institution shall be prohibited from entering into agreements with applicants on granting exclusive rights to re-use documents, save for the exceptions established by this Law.

2. The re-use of the documents obtained from an institution and agreements with the institution on the supply of documents shall not grant the applicant exclusive rights to re-use documents.

3. An exclusive right to re-use documents may be granted to the applicant only if it is necessary for the provision of public services by the applicant, with the exception of the case referred to in paragraph 4 of this article. An agreement on the granting of an exclusive right shall be subject to regular review at least every three years.

4. If an exclusive right to re-use documents is necessary for the digitalisation of Lithuania's cultural heritage, the agreement on the granting of an exclusive right shall be concluded for a period not longer than 10 years.

5. The agreements on the granting of exclusive rights to re-use documents referred to in paragraphs 3 and 4 of this article shall be transparent and published.

6. After having entered into the agreement on the granting of an exclusive right in accordance with the provisions of this article, the applicant must provide the institution with one free copy of Lithuania's digitalised cultural heritage. At the end of that agreement the institution shall make available this copy for re-use to other applicants.

Article 10. Charges for the supply of documents for re-use

1. Documents, save for register data, register information and data supplied to the register and/or copies thereof, shall be provided to applicants for re-use free of charge, unless other laws provide otherwise.

2. Where charges are made for the supply of documents, including register data, register information, data supplied to the register and/or copies thereof as well as State information system data, for re-use they shall not exceed the cost of document duplication (reproduction, issue, copying), provision and publication.

3. In the calculation of charges for the supply of documents for re-use, the requirements indicated in paragraph 2 of this article shall not apply to the institution which uses, in accordance with the procedure established by laws, income from the supply of documents for re-use to finance the major share (over 50 %) of costs incurred in the provision of public or administrative services or exercise of other public functions, or the institution which uses, in accordance with the procedure established by laws, income from the supply of documents for re-use to finance the major share (over 50 %) of costs incurred in collecting, producing, reproducing or publishing them.

4. In the cases referred to in paragraph 3 of this article, the amount of the charge for the supply of documents, including register data, register information, data supplied to the register and/or copies thereof as well as State information system data, for re-use shall be calculated in accordance with the procedure laid down by the Government. The procedure approved by the Government shall also establish the categories of expense classified as costs which may be included in the amount of the calculated charge (register, information system depreciation, maintenance, salary and other expenses determined by the Government). The total income of an institution from the supply of documents for re-use, including register data, register information, data supplied to the register and/or copies thereof as well as State information system data, shall not exceed the cost of the collection, production, reproduction and publication of documents, including register data, register information, data supplied to the register and/or copies thereof as well as State information system data, together with a reasonable return on investment.

5. The requirement indicated in paragraph 2 of this article shall not apply to libraries, including the libraries of higher education schools, museums and State archives. The total income of the institutions referred to in this paragraph received from the supply of documents for re-use shall not exceed the cost of the collection, production, reproduction, publication and storage of documents and payment for intellectual property rights, together with a reasonable return on investment. The amount of charges for the supply of the documents of libraries,

including the libraries of higher education schools, museums and State archives shall be calculated in accordance with the procedure established by the Government.

6. The amount of charges for the supply for re-use of documents, produced according to the applicant's individual needs, shall not exceed the costs incurred in relation to their systematisation, adaptation, processing or other remake, transfer and provision to the applicant.

Article 11. Publication of charges for the supply of documents

1. The established amount of charges for the supply of documents, the legal basis for their calculation and the procedure for paying charges shall be published on the institution's website.

2. All information on the procedure for appealing against the amount of charges established or calculated for the supply of documents shall be published on the institution's website.

CHAPTER III

SUBMISSION AND REVIEW OF REQUESTS

Article 12. Submitting a request

1. An applicant wishing to obtain documents shall submit a request to an institution. The applicant shall specify in his request which documents and how he wishes to obtain, his name and surname and address (if the applicant is a natural person) or business name, legal person's code and head-office address (if the applicant is a legal person) and contact details. If the applicant's representative applies for documents, the request shall specify which documents and in which manner of supply are requested, the representative's name and surname and address (if the representative is a natural person) or business name, legal person's code and head-office address (if the representative is a legal person), the document authorising him to act as a representative, the name of the applicant on whose behalf he is acting and contact details. The request form shall be published on the institution's website.

2. Requests may be submitted directly upon arrival by the applicant at the institution, sent by post or transmitted electronically, provided that it is possible to identify the applicant. Requests other than oral requests shall be registered and processed in accordance with the procedure laid down by the Law of the Republic of Lithuania on Documents and Archives.

3. Oral requests may be made by phone or in person on the premises of the institution if the applicant wishes to obtain information orally or have access to a document without

requesting a copy thereof, where the document may be provided immediately without prejudice to the procedure laid down by this Law and the Law on Legal Protection of Personal Data.

4. Having established that the data contained in the applicant's request are incomplete or inaccurate, the institution shall within three working days of receipt of the request ask the applicant to clarify the request and shall indicate the data which are missing in the request and where to obtain them, and where the data provided in the request are inaccurate, shall explain inaccuracies in the data provided and how to correct them.

5. All requests submitted to an institution in writing (including electronic form) shall be signed by the applicant or his representative. A request in electronic form shall be signed by the electronic signature which is granted by the laws of the Republic of Lithuania or European Union legislation legal power equivalent to that of a written signature, or formed by electronic means ensuring the integrity and irreplaceability of the text.

Article 13. Forwarding a request

1. If the document requested is held by another institution, the applicant's request shall be forwarded to that institution not later than within three working days following its receipt at the institution, and the applicant shall be notified accordingly within three working days following the forwarding of the request. The institution which has received a forwarded request shall supply documents to the applicant within the time limits specified in Article 14 of this Law. If the applicant has made an oral request, the institution shall immediately notify the applicant and indicate the contact details of the institution to which the applicant should apply for documents.

2. Where part of the requested documents is available to the institution to which the applicant submitted his request and they may be provided separately from the requested documents as a whole, the institution shall provide documents in accordance with the procedure and time limits established by this Law; as to the other part of the documents, it shall forward the applicant's request to the institution which holds them, in accordance with the procedure laid down in paragraph 1 of this article.

Article 14. Time limits for reviewing a request

1. Unless otherwise provided by other laws, an institution shall review the applicant's request and provide documents to the applicant not later than within 20 working days of receipt of the request at the institution. If the applicant was asked to clarify or amend the request, the time limit for request review and document provision shall commence on the date of receipt of the clarified or amended request at the institution.

2. If the applicant requests large-scale or specially adapted, processed or otherwise remade documents, the time limit indicated in paragraph 1 of this article may be extended by the decision of the head of the institution or an employee authorised by him for a further period of up to 20 working days and the applicant must be notified in writing accordingly not later than on the next working day indicating the reasons for extending the time limit for request review.

3. Regardless of whether documents are provided without the institution's authorisation, or the applicant's consent to special conditions for re-use must be obtained prior to providing documents to him in accordance with the procedure laid down in Article 8(8) of this Law, the institution must provide documents to the applicant, and, where the applicant's consent is required, in observance of the time limits for the provision of documents indicated in paragraphs 1 and 2 of this article.

Article 15. Refusal to provide documents

1. An institution shall refuse to provide documents to the applicant if:

1) the same applicant is repeatedly requesting the same documents which have already been provided to him;

2) the requested documents have been published on the institution's website, in the media and using electronic means; in such case, the source of their publication shall be notified to the applicant within three working days of receipt of the request at the institution;

3) according to the applicant's request, special adaptation, processing or other remaking of documents would be necessary, which would entail disproportionate costs in terms of labour and time;

4) when asked for the clarification and/or supplementation of the request in accordance with the procedure laid down in Article 12(4) of this Law, the applicant has failed to clarify it or the content of the clarified request is unspecific;

5) the institution discontinued the processing of the requested documents as a result of the change of its functions;

6) it is impossible to identify the applicant;

7) the applicant applies for documents the provision of which is not covered by the provisions of this Law in the cases referred to in Article 2(2) of this Law.

2. If the institution determines the grounds for refusing to provide documents to the applicant referred to in paragraph 1 of this article, it shall within three working days of the day of receipt of the request at the institution adopt a decision to refuse to provide documents to the applicant. Having determined that there are grounds for a refusal to provide documents to him, the institution must notify the applicant on the next working day following decision adoption

accordingly, indicate the legal basis and inform him of the procedure for appealing against that decision. If the supply of documents is refused on the grounds referred to in Article 2(2)(2) of this Law, the notice shall specify the person who holds intellectual property rights, if that person is known, or the holder of rights from whom the institution has obtained the documents requested by the applicant. The obligation to indicate such person is not binding on libraries, including the libraries of higher education schools, museums and State archives.

CHAPTER IV

PROVISION OF DOCUMENTS

Article 16. Institution's rights and obligations in providing documents to applicants

1. When providing documents the institution shall ensure that:

1) the applicant is able to re-use documents, including documents the intellectual property rights to which belong to libraries (including the libraries of higher education schools), museums and State archives, under the conditions laid down by this Law;

2) priority is given to such formats of the sets of documents whose technical specifications are publicly available and which can be identified, recognised and scanned by software and which the applicant can obtain and use freely ('open electronic format');

3) the information environment used for document provision is properly adapted to the needs of disabled persons in accordance with the procedure laid down by the Government or an institution authorised by it.

2. An institution must:

1) when providing documents that are adapted, processed or otherwise remade according to the applicant's individual request, justify the calculated amount of charges for the provision of such documents and provide information on the procedure for appealing against that amount which must not exceed the costs for systematising, adapting, processing or remaking otherwise, transferring and providing documents to the applicant;

2) when providing documents, inform the applicant together with the documents provided about the procedure for appealing against actions by the institution;

3) compile sets of documents in accordance with the procedure established by this Law and ensure the relevance and correctness of the sets of documents and metadata.

4) perform other obligations indicated in this Law.

Article 17. Provision of documents

1. Taking into account the applicant's request, an institution shall provide documents to the applicant orally, in writing or electronically through electronic communications networks. Electronic communications networks shall provide:

- 1) authorised access, when the applicant obtains documents according to specific queries;
- 2) packets, when the applicant receives a large-scale set of documents (over 50 documents);
- 3) online option, when the applicant receives a set of documents by using a tool for browsing through the set of documents.

2. If the request does not specify the format of document provision, documents shall be provided in same format in which the request has been received.

3. Documents shall be provided to applicants as sets of documents or parts thereof, giving priority to the provision of documents online or through electronic communications networks.

Article 18. Requirements for the production and provision of documents

1. Documents shall be provided to the applicant with the same content and in the same format which are used at the institution and which do not require additional adaptation, processing or other remaking of documents. If the produced content or format of documents or sets of documents no longer meets the needs of the applicants who regularly apply for the same documents, the institution shall adapt the content and/or format according to the applicants' needs. The advisable formats and standards shall be established by an institution authorised by the Minister for Transport and Communications.

2. An institution must not be required to process documents for the sole reason that the applicant could re-use them.

3. If the applicant requests documents part of which belongs to the documents set out in Article 2(2) of this Law, only that part of the documents which is not set out in Article 2(2) shall be provided.

4. The provision of documents and sets of documents on the internet or by electronic communications networks shall be user-friendly as regards their receipt and use and shall not require the acquisition of special paid software by the applicant. Sets of documents shall be produced in open electronic format and provided to applicants together with their metadata. Closed electronic formats may be used only by mutual agreement between the institution and the applicant.

5. If document processing is discontinued at the institution as a result of the change of the public function (functions), documents shall be provided to the applicant only during the period

of their storage at the institution, and if documents have been transferred to another institution, the applicant's request shall be forwarded to the other institution in accordance with the procedure laid down in Article 13 of this Law.

6. Generally, documents shall be provided to the applicant in the State language. If documents are processed in a language other than the State language, the documents shall be prepared and provided to the applicant in that language in which they are processed at the institution.

CHAPTER V

SETS OF DOCUMENTS AND THEIR PROCESSING

Article 19. Sets of documents and their production

1. Documents for which applicants apply most often or which are relevant in the exercise of public functions or may be relevant for re-use by applicants may be systematised and sets of documents may be produced by the decision of the head or the institution or a person authorised by him,

2. Documents systematised as sets of documents shall be suitable for re-use.

3. The title of a set of documents, the date of its production and update, the contact details of the competent person and other metadata and access to the sets of documents shall be provided by the institution to the portal of the sets of documents ('portal').

Article 20. Portal

1. The portal shall be the State's information system intended for the systematisation and publication of sets of documents and metadata thereof using uniform metadata description format, and searching for and obtaining sets of documents produced applying the single point of entry principle and metadata thereof and for providing associated services.

2. Access for applicants via the portal to the sets of documents produced by institutions, including the administrators of registers and State information systems, and metadata thereof shall be public. Documents, save for register data, register information and data supplied to the register and/or copies thereof, shall be provided via the access of this portal free of charge.

3. The portal shall be managed by the Ministry of Transport and Communications.

4. The portal shall be an integral part of the European Union Open Data Portal.

5. If institutions have produced sets of documents they must ensure the accessibility of the sets of documents produced via the portal in the manner and by the means set out by its manager.

Article 21. Services of the portal

1. The following free services shall be provided on the portal:

- 1) search service: to search for sets of documents according to the content of the particular metadata and show the content of such metadata;
- 2) review service: to show and browse through sets of documents and provide the corresponding content of metadata;
- 3) download service: to download copies of the sets of documents or parts thereof to the applicant's terminal equipment;
- 4) conversion service: to replace the closed formats of document sets with open formats;
- 5) adaptation service: to depersonalise data making up sets of documents and to remove any other confidential data;
- 6) linking service: to link different sets of documents or parts thereof.

2. The documents obtained when providing the services referred to in subparagraphs 2 to 6 of paragraph 1 of this article shall not be accumulated on the portal.

3. When providing register data, register information and data submitted to the register and/or copies thereof using the services referred to in subparagraphs 2 and 3 of paragraph 1 of this article, charges shall be applied in accordance with the procedure laid down in Article 10 of this Law.

CHAPTER VI**PROCEDURE FOR MAKING AND EXAMINING APPEALS OR NOTIFICATIONS****Article 22. The right of an applicant to appeal against the actions of an institution**

An applicant shall have the right to appeal against an act or omission by an institution relating to the provision of the information established in this Law and the provision of documents for re-use before the Chief Administrative Disputes Commission or an administrative court in accordance with the procedure laid down by the Law of the Republic of Lithuania on Administrative Proceedings.

CHAPTER VII
FINAL PROVISIONS

Article 23. Validity of agreements on the granting of exclusive rights to re-use documents

1. Agreements on the granting of exclusive rights to re-use documents which were valid on 1 July 2005 and which do not qualify for the exception referred to in Article 9(3) of this Law shall no longer be valid.

2. The agreements on the granting of exclusive rights to re-use documents which were valid on 17 July 2013 and which do not qualify for the exceptions referred to in Article 9(3) and (4) of this Law shall be valid until the end of the agreement but not longer than by 18 July 2043.

3. Persons having infringed agreements on the granting of exclusive rights to re-use documents shall be held liable in accordance with the procedure laid down by the laws of the Republic of Lithuania.

Annex to the Law
of the Republic of Lithuania on the
Right to Obtain
Information from State and
Municipal Institutions and
Bodies

EUROPEAN UNION LEGISLATION IMPLEMENTED

1. Directive 2003/98/EC of the European Parliament and of the Council of 17 November 2003 on the re-use of public sector information (OJ 2004 *special edition*, Chapter 13, Volume 32, p. 701), as last amended by Directive 2013/37/EU of the European Parliament and of the Council of 26 June 2013 (OJ L 175, 2013, p. 1).'

Article 2. Entry into force and implementation of the Law

1. This Law, except Articles 20(5) and 21 of the Law of the Republic of Lithuania on the Right to Obtain Information from State and Municipal Institutions and Bodies as laid down in Article 1 of this Law, shall enter into force on 1 April 2017.

2. Articles 20(5) and 21 of the Law of the Republic of Lithuania on the Right to Obtain Information from State and Municipal Institutions and Bodies as laid down in Article 1 of this Law, shall enter into force on 1 January 2018.

3. The Government of the Republic of Lithuania and the institution authorised by the Ministry of Transport and Communications of the Republic of Lithuania shall by 31 March 2017 adopt legal acts implementing this Law.

I promulgate this Law passed by the Seimas of the Republic of Lithuania.

President of the Republic

Dalia Grybauskaitė