

Ministry of Interior
“Fire Safety and Rescue” Directorate General

Registration № PO-IA-89
17.04.2009

I establish:
Director of “Fire Safety and Rescue”
Directorate General:...../signature/.....
/Chief Commissar N. Nikolov/

Introduced via order with registration №115/17.04.2009

Information on the order for requesting and supplying access to public information in “Fire Safety and Rescue” Directorate General

1. The access to public information is supplied according to the order envisioned in the Law for access to public information /LAPI/ and according to the Internal rules of the “Fire Safety and Rescue” Directorate General – Ministry of Interior, after submitting and registration of declaration with the mandatory requisites on the desk of the Unit for administrative servicing in the building of “Fire Safety and Rescue” Directorate General – Ministry of Interior.

The declaration can be submitted:

- on the spot at desk Administrative servicing.
- via e-way forwarded on e-mail: nspab@mvr.bg
- via mail at the address of: “Fire Safety and Rescue” Directorate General – Ministry of Interior; city of Sofia; P.O.B. 1309; Pirotska Str. №171A

The business hours of the Unit for administrative servicing are from 08.30 until 17.30 o’clock.

2. Sample of the declaration for access to public information is available for you at the desk or you can download it from the webpage of the “Fire Safety and Rescue” Directorate General – Ministry of Interior - <http://www.nspbzn.mvr.bg/>

3. The declaration for granting access to public information contains:

• Full name, correspondingly the appellation and the headquarters of the Declarer;

- Contact address, telephone, fax or e-mail;
- Description of the requested information;
- Preferred form of supplying access to the requested information;

4. Forms for supplying access to public information:

- Review of the information – original or copy;
- Oral inquiry;
- Copies on paper;
- Copies on technical carrier.

5. After resolution of the director of the “Fire Safety and Rescue” Directorate General – Ministry of Interior the appointed person speaks out concerning the request as he/she prepares draft-decision for supplying or refusal of supplying access to the information with standing accompanied with arguments, according to the order stipulated via the internal departmental regulations.

6. In 14-days term after submitting the request a Copy of the decision is forwarded to the declarer via mail with return receipt or is submitted in person.

7. In the resolution are mentioned:

- The degree of the ensured access to the requested public information;
- The term in which was ensured access to the requested public information, as it can be not shorter than 30 days counted from the reception of the resolution;
- The place where will be supplied access to the requested public information;
- The form in which will be supplied access to the requested public information;
- The expenditures for supplying access to the requested public information.

8. The service is paid for according to decree №10 of the Ministry of Finance dated 10.01.2001 for defining the normative concerning the expenditures when it comes to supplying public information according to the Law for access to the public information according to the type of carrier /Attachment №1/

9. The access is supplied after payment, performed via bank, on the account of “Fire Safety and Rescue” Directorate General – Ministry of Interior: Bank Bulgarian National Bank, “Alexander Battenberg” Str.№1, IBAN BG50BNBG96613100156101; BIC: BNBGSD; BULSTAT:000698480

10.For supplying access to public information is prepared record of proceeding, which is signed by the declarer and the particular officer.

11.The execution of the right to access to the information cannot be directed against the rights and the good reputation of other people, as well as against the national security, the public order, people’s health and moral.

12. There are not allowed limitations to the right of access to public information, unless it is classified information which is a state secret or other protected secret in the cases envisioned by law.

13.In the cases of non-appearing of the declarer in the deadline stipulated in the decision or of non-payment the defined expenditures, there is refusal by the declarer of the supplied for him access to the requested public information.

14.Grounds for refusal of supplying access to public information are:

- The requested information is classified information or other protected secret in the cases stipulated by law, as well as in the cases upon article 13 paragraph 2 of the Law for access to the public information;

- The access concerns the interests of third party and he/she has not supplied explicit consent in writing for supplying the requested public information;

- The requested public information is supplied to the declarer in the preceding 6 months.

15. The premises for reviewing the information, via reviewing originals and copies are the outlined premise in the foyer of the building of “Fire Safety and Rescue” Directorate General – Ministry of Interior and the premise on the 3rd floor of the building of “Fire Safety and Rescue” Directorate General in front of the Unit for administrative servicing.

Attachment №1

To the Order for requesting and supplying access to public information in the “Fire Safety and Rescue” Directorate General

Order № 10 of the Ministry of Finance dated 10.01.2001 for defining normative of the expenditures upon supplying public information upon the Law for access to the public information according to the type of carrier

Issued by the minister of finance, made public in State Gazette, edition 7 dated 23.01.2001.

On the grounds of article 115 of the Constitution of the Republic of Bulgaria and article 20, paragraph 2 of the Law for access to the public information I define the following normative for the expenditures concerning the supply of public information on the grounds of the Law for access to public information according to the type of the carrier:

1. floppy – one item - 1,20 BGN;
2. CD – one item - 5,00 BGN;
3. e-mail - 1 MB - 0,30 BGN; payment is for every started megabyte and is used for information existing in e-form;
4. print-out – one page (A4) - 0,12 BGN;
5. Xerox copy – one page (A4) - 0,09 BGN;
6. Fax – one page (A4) - 0,60 BGN;
7. video tape – one item plus the value of the recording, calculated in minute of record - 4,90 BGN + 0,25 BGN per minute;
8. audio tape - one item plus the value of the recording, calculated in minute of record - 1,60 BGN + 0,25 BGN per minute;
9. oral inquiry – for 15 minutes - 1,50 BGN;
10. inquiry in writing – one page (A4) - 1,59 BGN.

The pointed values are exclusive of VAT.