



**Internal process and actors
for the handling of applications for access to documents held by the EMCDDA**

The Director of the EMCDDA,

Having regard to REGULATION (EC) 1920/2006 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 12 December 2006 on the European Monitoring Centre for Drugs and Drug Addiction (recast), as last amended by REGULATION (EU) 2017/2101 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 15 November 2017, and in particular Article 7 and 11 thereof,

Having regard to the decision DEC/MB/06/05 adopted by the EMCDDA Management Board on 24 April 2006 to establish detailed rules for the implementation of Regulation (EC) No 1049/2001 of the European Parliament and the Council of 30 May 2001 with regard to public access to documents held by the EMCDDA (doc. EMCDDA/13/06 rev2),

Whereas it is necessary and opportune to clearly define the internal process and actors for the handling of applications for access to documents held by the EMCDDA, to effectively and efficiently ensure the public access to these documents in accordance with the relevant rules,

Has decided as follows:

Article 1

Mr Ignacio Vázquez Molini is hereby designated as the coordinator of the public access to the EMCDDA documents.

In this capacity Mr Ignacio Vázquez Molini shall be in charge of ensuring the handling of applications presented by third parties for access to documents held by the EMCDDA, in accordance with the applicable rules and, in particular, with the Decision DEC/MB/06/05 of the EMCDDA Management Board of 24 April 2006 (doc. EMCDDA/13/06 rev2).


For the purpose of the aforementioned handling Mr Ignacio Vázquez Molini shall act under the authority and supervision of the EMCDDA Director, and in close coordination and cooperation with the Head of the Executive office of the EMCDDA.

In this context, and for the purpose of the implementation of this decision, Mr Ignacio Vázquez Molini shall draw up and submit to the EMCDDA Director for formal approval, the detailed standard operating procedure to be applied to ensure the effective and efficient handling of the applications for access to the EMCDDA documents, in line with the relevant provisions of Decision DEC/MB/06/05.

Article 2

The present decision shall take effect on the day following his approval. It shall be notified to the EMCDDA staff members directly concerned, to all EMCDDA staff and to any other actor or entity, as required by the applicable rules.

Lisbon, 26 of January 2018


Alexis Goosdeel
Director