

# Directive on Access to Information

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# Contents

<b>Section I</b>	<b>Purpose</b> .....	<b>3</b>
<b>Section II</b>	<b>Definitions</b> .....	<b>4</b>
<b>Section III</b>	<b>Legal basis</b> .....	<b>6</b>
<b>Section IV</b>	<b>Scope</b> .....	<b>7</b>
1.	Information disclosed.....	7
1.1.	Institutional and governance information.....	7
1.2.	Board of Directors and Board of Governors information .....	9
1.3.	Planning and budget information .....	11
1.4.	Project information .....	12
2.	Requests for information and appeals.....	15
2.1.	Submission of requests for information.....	15
2.2.	EBRD response to requests for information .....	15
2.3.	Appeals where disclosure of information has been denied .....	16
2.4.	Languages for requests for information and appeals.....	16
2.5.	References to working days.....	16
<b>Section V</b>	<b>Waivers, exceptions and disclosure</b> .....	<b>17</b>
1.	Waivers.....	17
2.	Exceptions.....	17
3.	Disclosure .....	17
<b>Section VI</b>	<b>Transitional provisions</b> .....	<b>18</b>
<b>Section VII</b>	<b>Effective date</b> .....	<b>19</b>
<b>Section VIII</b>	<b>Decision-making framework</b> .....	<b>20</b>
<b>Section IX</b>	<b>Review and reporting</b> .....	<b>21</b>
1.	Review .....	21
2.	Reporting.....	21
<b>Section X</b>	<b>Related documents</b> .....	<b>22</b>

# Section I Purpose

The European Bank for Reconstruction and Development (EBRD), in accordance with the Access to Information Policy, discloses documents or information including but not limited to those expressly listed in this Directive. In addition, this Directive sets out certain implementation arrangements relating to the Access to Information Policy.

## Section II Definitions

Terms used in this Directive have the following meanings:

<b>Access to Information Policy</b>	The Access to Information Policy (2024) (POL/2024/10), as amended from time to time
<b>Activities</b>	Technical assistance, advisory services, policy dialogue and cooperation financed and/or implemented by the EBRD, or governance, administration and decision-making processes of the EBRD
<b>The Bank or the EBRD</b>	The European Bank for Reconstruction and Development
<b>Board of Directors Committee</b>	A committee of the Board of Directors established pursuant to Section 11 of the Rules of Procedure of the Board of Directors
<b>Country Strategy</b>	A guiding document agreed with a country of operation on the Bank's planned investment and policy work in that economy
<b>Confidential information</b>	The categories of information falling under Section III, paragraph 2 of the Access to Information Policy
<b>Enforcement Policy and Procedures</b>	The Enforcement Policy and Procedures (2017) (POL/2017/01), as amended from time to time
<b>Environmental and Social Advisory Council</b>	An independent body of environmental and social specialists who advise the EBRD on environmental and social issues such as policy, international standards, technical development, emerging trends and future opportunities
<b>Environmental and social impact assessment or ESIA</b>	An instrument for identifying and assessing the potential environmental and social impacts of a proposed Category A project prepared by the client in accordance with Environmental and Social Requirement (ESR) 1
<b>Environmental and Social Policy or ESP</b>	The Environmental and Social Policy (2024) (POL/2024/10), including the associated Environmental and Social Requirements (ESRs) set out in that policy, as amended from time to time
<b>Evaluation Policy</b>	The Evaluation Policy (2023) approved by the EBRD Board of Directors on 9 January 2024, as amended from time to time
<b>Independent Project Accountability Mechanism or IPAM</b>	The independent project accountability mechanism established under the Project Accountability Policy
<b>Information Appeals Panel</b>	The panel established pursuant to the Access to Information Policy
<b>Operation</b>	Any equity, loan, guarantee or borrowing transaction of the EBRD in accordance with the Agreement Establishing the EBRD
<b>Paris alignment</b>	The alignment of finance to both the mitigation and adaptation goals of the Paris Agreement per the Bank's Paris alignment methodology
<b>Project Accountability Policy</b>	The Project Accountability Policy (2019) (POL/2019/04), as amended from time to time
<b>Project Summary Document or PSD</b>	The document prepared to provide a factual summary of the main elements of a project proposal, in accordance with Section IV, paragraph 1.4 of this Directive
<b>Project</b>	The set of works, goods, services, business activities and/or investment defined in the financing agreements and for which EBRD financing is sought by a client and approved by the EBRD Board of Directors or, if the Board of Directors has delegated approval authority, by Bank Management

<b>Sector Strategy</b>	A lending strategy approved by the Board of Directors that relates to (i) all recipient countries and economies of operation and (ii) an identified economic sector or theme across multiple economic sectors
<b>State sector</b>	Has the meaning ascribed to “state sector” in accordance with Article 11.3 (iii) of the Agreement Establishing the EBRD
<b>Trade Facilitation Programme</b>	The Bank’s trade programme, which aims to promote foreign trade to, from and among EBRD recipient countries or economies of operation
<b>Whistleblowing Policy</b>	The Bank’s Whistleblowing Policy (2021), as amended from time to time

## **Section III    Legal basis**

The Access to Information Policy (POL/2024/10).

# Section IV Scope

## 1. Information disclosed

The EBRD discloses on the EBRD website documents or information, including but not limited to those listed below. In some cases, hard-copy publications are made available on request at EBRD offices in addition to disclosure on the EBRD website.

### 1.1. Institutional and governance information

The EBRD discloses information with regard to its governance. This information includes:

#### 1.1.1. Basic documents of the Bank:

- i. Agreement Establishing the European Bank for Reconstruction and Development and associated Chairman's Report
- ii. By-Laws of the European Bank for Reconstruction and Development
- iii. Rules of Procedure of the Board of Governors
- iv. Rules of Procedure of the Board of Directors
- v. Headquarters Agreement.

#### 1.1.2. Information about the Bank's organisational structure:

- i. This information includes the organigram of the Bank, identifying the various departments and component parts of the institution, as well as lists of members of the Bank's Executive Committee, shareholders and Governors, Directors and Alternate Directors on the Board of Directors, the Bank's Senior Leadership Group, and country and departmental contacts.

#### 1.1.3. Corporate reporting disclosed annually:

- i. The *Annual Review* outlines the impact of the Bank's operations and activities each year, including highlights of innovation in key sectors and initiatives.
- ii. The *Financial Report* includes the approved and audited financial statements of the Bank; additional reporting and disclosures on the Bank's risk management, corporate governance and structure; an auditor's report; the salaries of the President, Vice Presidents and Board of Directors and the range of salaries for EBRD senior management. The Bank also discloses its unaudited quarterly financial statements. It will also include disclosures in line with the recommendations of the International Sustainability Standards Board (ISSB).
- iii. Sustainability and impact reporting provides information on the environmental and social aspects of the Bank's operations and activities, including implementation of the Environmental and Social Policy. Such reporting also includes climate finance data, with a breakdown by country, sector and project, the total amount of EBRD finance for each new project, the proportion of climate finance earmarked for each new project and whether such climate finance is earmarked as a mitigation or adaptation measure.
- iv. The *Transition Report* provides analysis of trends and developments in transition across the Bank's recipient economies and an assessment of transition gaps by country. The Bank also discloses macroeconomic forecasts, regional economic developments and the outlook for its recipient economies twice a year in the *Regional Economic Prospects* report.
- v. *Law in Transition* provides coverage of legal developments in the Bank's recipient economies.
- vi. The *Annual Review of Procurement Activities under the Procurement Policies and Rules* reviews public-sector procurement contracts, funded and/or administered by the Bank, procured by the Bank's clients.

- vii. The *Annual Corporate Procurement Review* provides an overview of the procurement activities of the Bank in relation to goods, works and services, including consultancy services, contracted by the Bank.
- viii. The annual report on the implementation of the Access to Information Policy summarises the Bank's implementation of the Access to Information Policy throughout the year.

**1.1.4. The following compliance reports and documents are disclosed as noted below:**

- i. The *Integrity and Anti-Corruption Report*, published annually, describes, among other things, the Bank's strategy for promoting integrity and preventing fraud and corruption and the actions taken during the reporting period to ensure that the Bank has conducted its business activities with integrity, including the handling of allegations of fraud and corruption in connection with Bank activities.
- ii. The *List of ineligible entities*, updated regularly, sets out the entities that are ineligible to become an EBRD counterparty, in accordance with the Enforcement Policy and Procedures.

**1.1.5. The following accountability information and documents are disclosed as noted below:**

- i. Information on the Independent Project Accountability Mechanism, including the Project Accountability Policy, is issued in accordance with the Project Accountability Policy and subject to the conditions set out in the Project Accountability Policy:
  - a. IPAM annual reports
  - b. copies of requests received once registered in accordance with the Project Accountability Policy
  - c. assessment reports
  - d. problem-solving reports or summaries thereof
  - e. assessment and review reports, management responses and related requester and client comments
  - f. management action plans and related requester comments
  - g. monitoring reports, outreach materials and other materials related to IPAM work.

**1.1.6. Details of the EBRD Administrative Tribunal, as well as copies of decisions of the EBRD Administrative Tribunal.**

**1.1.7. Where the Trade Facilitation Programme is concerned, the Bank discloses only the list of client financial institutions registered with or approved by the Bank for participation in the programme.**

**1.1.8. Independent evaluation documentation, including:**

- i. the Bank's Evaluation Policy
- ii. the Independent Evaluation Department's annual evaluation review
- iii. the Independent Evaluation Department's annual and/or multi-year work programme and budget
- iv. independent evaluation reports (at EBRD corporate level, as well as thematic, country and project level) and evaluation-based knowledge products
- v. management comments on the documents listed in sub-paragraphs (i) to (iv) above.

The Independent Evaluation function shall not ordinarily publish transaction-specific material that might raise commercial confidentiality concerns and reviews reports to determine whether redaction is needed to protect confidentiality. The Chief Evaluator shall be responsible for the content of disclosed independent evaluation reports.

The Board of Directors shall be informed about the findings of the Independent Evaluation Department's reports and the details of such findings shall be discussed in the Audit and Risk Committee.



### **1.1.9. Information relating to the Bank's bond issues:**

- i. pricing supplements and/or prospectus for all listed bond issues
- ii. credit rating agency reports, subject to the relevant agency's consent to such disclosure
- iii. details on the Bank's annual borrowing programme and outstanding bond issuance executed under that borrowing programme
- iv. details of green bonds and social bonds issued, as well as information provided at least annually on the related portfolio of green and social assets funded by those bonds.

### **1.1.10. Institutional information on environmental, social and governance matters, including:**

- i. information on the EBRD's internal carbon footprint
- ii. information on the carbon footprint of its investments
- iii. the Bank's approach to attributing the green finance component of its investments
- iv. other green-related disclosures, including:
  - a. the Bank's methodology for determining the Paris alignment of its investments
  - b. the Bank's approach to the Paris alignment of its internal activities
- v. implementation of the International Aid Transparency Initiative (IATI) reporting standard for aid and development finance
- vi. the Bank's Diversity and Inclusion Policy and related reporting
- vii. EBRD staff regulations
- viii. information on the EBRD's procedures for dealing with harassment or improper behaviour in the workplace
- ix. the Whistleblowing Policy, the Code of Conduct for EBRD Personnel and the Code of Conduct for Officials of the Board of Directors of the EBRD
- x. information on the constitution, bylaws and working arrangements of the EBRD Staff Council.

### **1.1.11. Information on the impact of EBRD activities, including:**

- i. a report on impact designed to demonstrate the EBRD's impact at portfolio level and to highlight progress achieved in its economies of operation
- ii. the methodology used by the EBRD for assessing the expected transition impact of its projects
- iii. country results snapshots, demonstrating achievements in the context of country-specific challenges, typically over the previous five years
- iv. information on selected impact case studies showcasing transition outcomes and impacts achieved via EBRD activities and operations (investments, technical cooperation and policy dialogue), including collaborations with international financial institutions and donor partnerships.

## **1.2. Board of Directors and Board of Governors information**

### **1.2.1. General**

The EBRD discloses the following information related to the Board of Directors and the Board of Governors at the end of the corresponding deliberative process, as applicable:

- i. minutes of the meetings of the Board of Directors containing the names of attendees, the agenda, a record of the approval of the minutes of the previous meeting, as appropriate, agreements and decisions reached by the Board of Directors (except for any information relating to executive sessions of the Board of Directors held in accordance with Section 3(g) of the Rules of Procedure of the Board of Directors)

- ii. schedule of forthcoming Board of Directors discussions, updated on a monthly basis; the precise scheduling of individual items may change
- iii. the terms of reference and membership of Board of Directors Committees
- iv. summary records of the proceedings of Annual Meetings of the Board of Governors containing the names of attendees, the agenda, and agreements and decisions reached by the Board of Governors (except for any information relating to meetings of the Board of Governors where attendance is restricted, as determined by the Chairman of the Board of Governors in accordance with Section 3 (b) of the Rules of Procedure of the Board of Governors)
- v. statements of the Governors in relation to each Annual Meeting
- vi. resolutions of the Board of Governors.

### **1.2.2. Information on Country Strategies and Sector Strategies approved by the Board of Directors**

- i. *List of strategy reviews and updates.* The Bank discloses a list of future reviews to give advance warning of draft reviews and updates. The Bank also discloses an up-to-date list of Country Strategies and Sector Strategies, including dates of approval.
- ii. *Country Strategies* provide guidance and a set of parameters for EBRD operations and activities, including technical assistance and policy engagement in the relevant country in light of the Bank's assessment of existing transition gaps. The environmental and social (and, where applicable, gender and economic inclusion) considerations of the Bank's proposed activities are included in summary format.
- iii. *Sector Strategies* provide guidance and a set of parameters for operations, technical assistance and policy engagement in the relevant sectors or across multiple sectors and themes, as applicable. As appropriate, environmental and social (and, where applicable, gender and economic inclusion) considerations of the Bank's proposed operations and activities are included in summary format.
- iv. The disclosure process for Country Strategies and Sector Strategies, as applicable, is as follows:

Following initial, pre-consultation outreach to relevant stakeholders, *draft Country Strategies* and *draft Sector Strategies* are disclosed for a period of 45 calendar days, during which time the public is invited to send comments to the Bank.

For *Country Strategies*, the disclosure takes place after consultation with the authorities of the country concerned. For this purpose, the Country Strategies are also disclosed in the relevant Resident Office in English and the relevant official national language. Whenever appropriate, the Bank shall proactively engage with civil society representatives and members of the public at an early stage of Country Strategy development through consultation workshops and other means.

For relevant *Sector Strategies*, the Environmental and Social Advisory Council shall be given the opportunity to comment on the draft document. Whenever appropriate, the Bank shall proactively engage with civil society representatives and members of the public at an early stage of strategy development or during the public consultation period through consultations, workshops and other means.

The Bank shall inform relevant stakeholders about the planned consultation activities on *draft Country Strategies* and *draft Sector Strategies* by disclosing the stakeholder engagement plan in a timely manner on its website and providing information on relevant channels/means of submitting comments.

A summary of public comments received is made available to the Board of Directors in a *Report on the Invitation to Comment* before its final approval of the relevant strategy.

*Final Country Strategies* and *final Sector Strategies* are disclosed following approval by the Board of Directors, together with the *Report on the Invitation to Comment*, which contains a summary of public comments received and staff responses in English; for Country Strategies, also in the relevant official national language. While all comments received by the Bank during this exercise are considered and correspondence acknowledged, the Bank does not normally respond to individual public comments or communications received.

### **1.2.3. Information on governance policies approved by the Board of Directors**

The following governance policies, approved by the Board of Directors, are subject to periodic review and public consultation: the Access to Information Policy, the Environmental and Social Policy, the Evaluation Policy and the Project Accountability Policy. The disclosure process for these governance policies is as follows:

- i. In the event of a revision of the above-mentioned governance policies, draft texts are disclosed for 45 calendar days for public comment. Whenever feasible, the Bank shall seek public opinion at an early stage of policy development and shall invite civil society, members of the public and other stakeholders to provide comment and suggest amendments to the relevant current version of the policy through consultation workshops or other means. The Bank shall inform relevant stakeholders about the planned consultation activities by disclosing the stakeholder engagement plan in a timely manner on its website and providing information on the relevant channels for/means of submitting comments. The Bank takes into account comments received when drafting the revised policy. A summary of public comments received and EBRD staff responses is made available to the Board of Directors in a *Report on the Invitation to Comment* before its final approval of the relevant policy.
- ii. Following approval by the Board of Directors, the *Report on the Invitation to Comment*, containing the summary of stakeholder comments received and EBRD staff responses, is disclosed, along with the final approved policy, incorporating any changes required by the Board of Directors. While all stakeholder comments received by the Bank during this exercise shall be considered and the senders acknowledged, the Bank does not normally respond to individual comments or communications received.
- iii. The above consultation procedure does not apply to any of the Bank's other policies.
- iv. The Bank endeavours to provide translations of the Access to Information Policy, the Environmental and Social Policy, the Evaluation Policy and the Project Accountability Policy into the official languages of the Bank. The Bank will also endeavour to provide translations into the official national languages of recipient countries on a demand-driven basis.
- v. The Bank discloses an up-to-date list of governance policies, as noted above, including dates of approval.

### **1.2.4. Other policies approved by or decisions made by the Board of Directors**

Except as set out above, other policies approved by or decisions made by the Board of Directors, which are expressly approved for disclosure by the Board of Directors, shall be disclosed promptly following approval.

### **1.2.5. Online archive**

The Bank discloses earlier approved versions of strategies, policies and/or decisions of the Board of Directors as set out in Section IV, paragraphs 1.2.1 to 1.2.3 above.

## **1.3. Planning and budget information**

The following information is disclosed in relation to the Bank's planning process:

- i. a five-yearly Strategic and Capital Framework, which sets the Bank's high-level objectives and reviews its capital capacity, as approved by the Board of Governors
- ii. an annual Strategy Implementation Plan, which presents the Bank's annual business plan, budget and corporate scorecard, as approved by the Board of Directors in the context of a three-year rolling projection of the Bank's operations and activities
- iii. an annual update of the Risk Appetite Statement, which provides a comprehensive summary of the risk appetite parameters guiding the operations of the EBRD.

## **1.4. Project information**

### **1.4.1. Project Summary Documents**

The Bank informs the public about projects through Project Summary Documents (PSDs), which are provided for (i) private-sector projects and (ii) state-sector projects (in each case, including frameworks and individual projects under frameworks). PSDs are also provided for technical assistance activities, as set out in paragraph 1.4.3, but are not provided for individual facilities within the framework of the Bank's Trade Facilitation Programme or other guarantee facilities for which a PSD shall only be provided for the programme or facility as a whole. Project Summary Documents shall not include confidential information. Where a project is submitted for approval by the Board of Directors or, if the Board of Directors has delegated approval authority, by Bank management, a PSD shall be disclosed, providing a factual summary of the main elements of the investment proposal. It includes the following information:

- i. the identity of the project company and, subject to the client's consent and/or market practice, information about the project sponsor and/or shareholders of the project company
- ii. the total project value (where applicable)
- iii. the project's location
- iv. a brief description of the project and its objectives
- v. the amount and nature of the EBRD's investment
- vi. the expected date for a decision on the project by the Board of Directors or, if the Board of Directors has delegated approval authority, by Bank management
- vii. the expected transition impact
- viii. the EBRD's additionality
- ix. environmental and social information in accordance with Section IV, paragraph 1.4.6 of this Directive
- x. a summary of the EBRD's Paris Alignment assessment and, where applicable, Green Economy Transition (in other words, green) finance attribution promptly after the determination is formally concluded and, in any event, before Board consideration
- xi. if applicable and advisable, details, including amounts and sources, of project-related technical assistance funding and grant financing
- xii. guidance on how and where information about the project can be obtained at the EBRD and locally in the relevant country, including contact information (address, telephone number and email address) for the contact point at the project company
- xiii. information on how to submit a request to the Independent Project Accountability Mechanism
- xiv. information on the Access to Information Policy
- xv. information on deferral of PSD publication.

### **1.4.2. Timelines for disclosure of PSD**

Except where deferred disclosure applies in accordance with the Access to Information Policy and Section IV, paragraph 1.4.4 below, the Project Summary Document shall be disclosed in accordance with the timelines set out below:

- i. For private-sector projects approved by the Board of Directors, the PSD shall be disclosed at least 30 calendar days prior to consideration of the project by the Board of Directors.
- ii. For state-sector projects approved by the Board of Directors, the PSD shall be disclosed as soon as possible after the project has passed its "concept review" stage by Bank management and at least 60 calendar days prior to consideration by the Board of Directors.

- iii. For projects approved by Bank management, where the Board of Directors has delegated approval authority, the PSD shall be disclosed prior to the start of the relevant no-objection notification period to a Bank member, in accordance with Article 13 (iii) of the Agreement Establishing the EBRD.

### **1.4.3. PSD for technical assistance activities**

Project Summary Documents shall be provided for grant-funded technical assistance activities that are not related to specific Bank financing when these technical assistance activities exceed €75,000.

These PSDs shall be disclosed following internal approval by the Bank of the relevant technical assistance activity.

### **1.4.4. PSD deferred disclosure**

Disclosure of Project Summary Documents may be deferred in accordance with the Access to Information Policy in the following circumstances:

- i. Capital market transactions (for example, initial public offerings, listed company or bond issue) where security laws, stock-exchange regulations, regulatory bodies or other bodies restrict or prohibit the distribution of information set out in the PSD. For the avoidance of doubt, the Bank does not disclose information on capital market transactions that have not materialised.
- ii. Legitimate sponsor concerns about confidential information.
- iii. The likelihood of substantial changes to project design by Bank management at the “final review” stage.

### **1.4.5. Translations of PSDs**

As soon as practicable after disclosure of the Project Summary Document in English (including any updates), the PSD shall be translated into the official national language(s) of the location(s) affected by the project, and disclosed. Printed versions of translated PSDs shall also be available in relevant Resident Offices upon request. For regional projects, the PSD must be translated into the languages of the locations affected by the project. If the location is not yet affected by the project on the date that the PSD is published, translation is not required at that stage.

### **1.4.6. Environmental and social information relating to projects**

As noted in paragraph 1.4.1 (ix), environmental and social information on the project shall be included as part of the Project Summary Document, as set out in sub-paragraphs (iv)–(vii), and shall not include confidential information. In addition, the Bank may, at its discretion, disclose other environmental and social information from time to time for public information or for public comment.

The requirements for the disclosure of project information by EBRD clients are contained in the Environmental and Social Policy.

### **Category A projects – environmental and social impact assessments**

- i. With respect to Category A projects, the Bank shall disclose environmental and social impact assessments (including a non-technical summary, a stakeholder engagement plan, applicable management frameworks and plans as specified in the ESRs or as required by the EBRD and the environmental and social action plan (ESAP)) on its website as soon as the Bank deems them fit for the purpose of public disclosure and consultation, and at least 60 calendar days prior to consideration of the project by the Board of Directors for private-sector projects and at least 120 calendar days prior to consideration of the project by the Board of Directors for state-sector projects. Upon request, hard copies of the ESIs for Category A projects will be available at EBRD headquarters in London or in the relevant Resident Office. For projects located in countries where the EBRD does not have a Resident Office, alternative means of disclosure are identified on the project’s ESIA webpage. ESIs are made available in a local national language(s) or other languages accessible to stakeholders, particularly people affected by the project, and in one of the four official EBRD languages: English, French, German or Russian. ESIs may also be made available in whole or in part in other languages, where appropriate. As ESIs are commissioned and owned by the client, the Bank makes ESIs available without the Bank’s comment or endorsement.

- ii. Notification of the availability of the ESIA documents is posted on the EBRD website, including a list of locations of availability of ESIA documents locally and links to the client's website or other websites where the ESIA documents are available, as applicable.
- iii. In addition, the ESAP will be publicly disclosed on the Bank's website once available.

### **Project Summary Documents – environmental and social information**

- iv. For Category A and Category B projects, the Project Summary Document disclosed by the Bank shall include:
  - a. the categorisation of a project and the rationale for that categorisation
  - b. a description of the main environmental and social benefits, risks and impacts associated with the project
  - c. a summary of key measures agreed to mitigate the risks and impacts identified, including a summary of any agreed action plan or supplemental measures necessary to meet the ESP environmental and social requirements
  - d. the expected greenhouse gas emissions of the project if the client is required to quantify these emissions according to the criteria set out in the ESP
  - e. a summary of any disclosure or consultation activities
  - f. a link to the appropriate webpage or other suitable means of ESIA publication for Category A projects or environmental and social documentation for Category B projects (when required under 1.4.6 (iv))
  - g. a description of the status of the free, prior and informed consent (FPIC) process for those projects where the verification of the FPIC of Indigenous Peoples is required.
- v. For higher-risk Category B projects, as determined by the EBRD in accordance with its Environmental and Social Policy, the Bank will disclose prior to Board approval the following environmental and social documents, where available, as part of project appraisal documentation:
  - a. a non-technical summary, with a summary of the key ESAP measures, including any action relevant to affected people and local communities
  - b. a stakeholder engagement plan or equivalent documented process
  - c. other applicable management frameworks or plans as defined in the ESRs, or a summary thereof, where appropriate.
- vi. For Category C projects, the Project Summary Document disclosed by the Bank shall include the categorisation of the project and the rationale for that categorisation.
- vii. For financial intermediary (Category FI) projects, the Project Summary Document disclosed by the Bank shall include:
  - a. project categorisation and a summary of whether the sub-projects (overall and in aggregate) supported by the EBRD will likely to be of low, medium or high environmental and social risk
  - b. a description of the main expected environmental and social risks and impacts associated with the EBRD's investment in the financial intermediary
  - c. confirmation of whether the environmental and social management system (ESMS) to be utilised by the financial intermediary is commensurate with the level of environmental and social risk associated with the financial intermediary's portfolio of sub-projects supported by the EBRD
  - d. information on the ESMS disclosed by the financial intermediary in accordance with the EBRD's Environmental and Social Policy.

#### **1.4.7. Updates to PSDs**

Updates to PSDs shall be undertaken as follows:

- i. Where material changes are made to the project subsequent to the release of the original PSD, as approved by the Board of Directors, or if the Board of Directors has delegated approval authority, by Bank management.



- ii. Once a one-time, *ex post* summary assessment of a project is carried out by the relevant Banking team after project completion,
- iii. For Category A and Category B projects associated with significant environmental and social risks and impacts, the environmental and social sections of the PSD will be reviewed annually and updated as appropriate.
- iv. For Category A projects, the EBRD will additionally publish an ESAP Implementation Report for the project or, as applicable, for its relevant project components, upon their completion, based on relevance in terms of risk and completion period(s), summarising Environmental and Social risks, impacts and benefits, and ESAP achievements.
- v. For financial intermediary (Category FI) projects, the environmental and social sections of the PSD will be reviewed and updated as appropriate and, depending on any material environmental and social updates, including on the implementation of the FI's ESMS, as reported in the annual environmental and social reports submitted by the FI to the EBRD in accordance with the Environmental and Social Policy and ESR 9.

Any update to PSDs shall be reflected in the PSD "progress update" section.

#### **1.4.8. Board reports for state-sector projects**

The Bank shall disclose Board reports for state-sector projects within 30 calendar days of approval of the relevant project by the Board of Directors. Confidential information shall be removed from the Board report.

#### **1.4.9. Cancelled, rejected or inactive projects**

Project Summary Documents shall be removed from the website when an associated project is cancelled, rejected or inactive for more than 12 months. However, where a PSD is (i) for a Category A project, with an associated ESIA, the PSD and all associated information on the website shall be removed six months after the date on which it would otherwise have been removed; and (ii) for a cancelled project, where the cancellation followed the commencement of a review by the IPAM, the PSD shall be kept on the website until such time as the IPAM review process (and where applicable, IPAM monitoring) has been completed. The Bank may, at its discretion, leave such Project Summary Documents on the website for a longer period.

#### **1.4.10. Client notification**

The EBRD shall notify its clients and other counterparties, as appropriate, of the principles and disclosure requirements pursuant to the Access to Information Policy and this Directive.

## **2. Requests for information and appeals**

Requests for information and appeals in cases where disclosure of information has been denied shall be made in accordance with the Access to Information Policy and the provisions set out below.

### **2.1. Submission of requests for information**

Requests for information shall be sent to the Bank either: (i) through the online request for information form on the Bank's website; (ii) via the email contact for disclosure of information requests on the Bank's website; or (iii) by mail to the Bank's headquarters, a Bank Resident Office or a Bank Representative Office address, marked for the attention of the Head of the Civil Society Engagement team.

### **2.2. EBRD response to requests for information**

- i. The Bank shall acknowledge receipt of a request for information pursuant to the Access to Information Policy, generally within five working days but, in any case, not more than 10 working days.
- ii. Where a request for information is not sufficiently precise to identify the information sought, the Bank may ask the applicant to provide clarification.

- iii. The Bank shall respond to requests for information within 20 working days of receiving the request or clarification, as applicable, or if a timely explanation for a further delay is provided (within 10 working days following receipt), no later than 40 working days. The Bank's response shall either provide the requested information with appropriate redactions of confidential information, if applicable, in accordance with the Access to Information Policy or shall deny the request, in whole or in part. In the case of denial, including a partial denial, the reasons for the denial shall be given and the applicant shall be informed of the EBRD's appeal procedure for Access to Information requests.
- iv. The Bank's response to a request for information under this paragraph 2.2 shall be provided to the applicant only. If the Bank determines that there is broader public interest in disclosing the information covered by the request, the Bank shall also disclose this information on the Bank's website.

### **2.3. Appeals where disclosure of information has been denied**

- i. An appeal in accordance with the Access to Information Policy must be submitted to the Information Appeals Panel in writing within 30 working days of receiving the decision that is the subject of the appeal, either by email to [accessinfo@ebrd.com](mailto:accessinfo@ebrd.com) or to the EBRD's headquarters address for the attention of the Information Appeals Panel.
- ii. The secretariat of the Information Appeals Panel shall acknowledge receipt of an appeal within five working days of receiving it. If an appeal is not sufficiently precise, the Bank shall ask the appellant to provide clarification.
- iii. The secretariat of the Information Appeals Panel shall inform the appellant of the decision of the Information Appeals Panel in writing no later than 20 working days after receiving the appeal or clarification, as applicable.

### **2.4. Languages for requests for information and appeals**

- i. Requests for information and appeals should preferably be submitted to the Bank in one of the Bank's four working languages (English, Russian, German or French), in which case the response shall be in the language of the request. Alternatively, requests for information and appeals may be submitted in any of the official national languages of the Bank's recipient economies. In such cases, requests for information and appeals shall, in the first instance, be referred to the relevant Resident Office or Representative Office for the purpose of translation. The time required to obtain such translation shall be taken into account when processing the request or appeal. The response shall be in the language of the request or appeal. Requests and appeals made in languages other than those above shall be responded to in English.
- ii. When a requestor or appellant specifies a language preference for a document, the Bank shall comply if it holds the documents or information requested in that language.

### **2.5. References to working days**

References to "working days" in this Directive shall mean normal working days at the Bank's headquarters.



## **Section V      Waivers, exceptions and disclosure**

### **1.      Waivers**

The President may approve a deviation from a requirement of this Directive.

### **2.      Exceptions**

Not applicable.

### **3.      Disclosure**

This Directive shall be disclosed on the Bank's website.

## **Section VI Transitional provisions**

Not applicable.

## Section VII Effective date

This Directive is effective on 1 January 2025, with the exception of Section IV, paragraph 1.4.7 (v), which is effective on completion of the digitalisation project, estimated by 2027.

## **Section VIII Decision-making framework**

The Secretary General is accountable for this Directive.

The Director, Shareholder Relations is responsible for this Directive.

# Section IX Review and reporting

## 1. Review

This Directive shall be reviewed as and when needed, but at least annually at the time of preparation of the annual report on the implementation of the Access to Information Policy.

## 2. Reporting

In the annual report on the implementation of the Access to Information Policy, which is posted on the Bank's website, the Bank shall report on its handling of requests for disclosure of information.

## Section X Related documents

1. Access to Information Policy (POL/2024/10).
2. Environmental and Social Policy (POL/2024/10).
3. Project Accountability Policy (POL/2019/04).

# Notes

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1789 Directive on Access to Information

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