

99032016001000, 99032016001000

Requesting access to information from bodies required to provide information

Heruntergeladen am 12.06.2025

<https://fimportal.de/xzufi-services/269556892/L100012>

Modul	Sachverhalt
Leistungsschlüssel	99032016001000, 99032016001000
Leistungsbezeichnung I	Requesting access to information from bodies required to provide information
Leistungsbezeichnung II	Requesting access to information from bodies required to provide information
Typisierung	4 - Land: Regelung
Quellredaktion	Schleswig-Holstein
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Datenschutz (032)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Ausübung der Rechte der Betroffenen im

Modul	Sachverhalt
	Zusammenhang mit dem Schutz personenbezogener Daten
Lagen Portalverbund	Datenschutz, Auskünfte und Akteneinsicht (1150400)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	21.02.2023
Fachlich freigegeben durch	Ministry of the Interior, Municipal Affairs, Housing and Sport of the State of Schleswig-Holstein
Handlungsgrundlage	https://www.gesetze-rechtsprechung.sh.juris.de/bssh/document/jlr-InfoZGSHrahmen https://www.gesetze-rechtsprechung.sh.juris.de/bssh/document/jlr-InfoZGSHrahmen
Teaser	If you would like to view information from bodies obliged to provide information, this will be made available to you on request under certain conditions.
Volltext	<p>They can apply for access to information from bodies with a duty to provide information, such as state authorities, municipalities, districts and offices as well as other legal entities under public law, insofar as they have been assigned public administration tasks, in order to obtain access to information.</p> <p>The same applies under certain conditions to legal entities under private law, insofar as they perform public tasks in connection with the environment.</p> <p>In this way, they can inspect figures, data, facts, findings or other information available from the bodies required to provide information, as well as environmental information, such as the status of environmental elements, biodiversity and its components, and factors affecting environmental elements.</p>
Erforderliche Unterlagen	Informal application with a meaningful description of the requested information.
Voraussetzungen	<ul style="list-style-type: none"> • You must be a natural person or a representative body of a legal entity. • You must submit a sufficiently specific request.

Modul	Sachverhalt
	<ul style="list-style-type: none"> • You must submit the request to a body that is obliged to provide information. • The information requested must be available from the body. There is no entitlement to the collection or procurement of the information. • The disclosure of the information must not conflict with any public or private interests.
Kosten	<ul style="list-style-type: none"> • Costs (fees and expenses) are generally charged for the provision of information. • The official acts subject to a fee and the amount of the costs are set out in the cost tariff for the State Ordinance on Costs under the Information Access Act for the State of Schleswig-Holstein (IZG-SH-KostenVO). • In principle, no fees are charged for the provision of oral, simple written and simple electronic information. For more extensive information, please ask the responsible office for the costs.
Verfahrensablauf	<ul style="list-style-type: none"> • You can submit the request either informally by letter, e-mail or verbally. • Please describe in as much detail as possible in your request what information you would like access to • If you have inadvertently sent the request to the office that is not responsible, it will forward your request to the office that is responsible, if known, or you will be informed which office is responsible. • In the event of forwarding, you will be notified accordingly • If you have a claim, the information will be made available to you. • If you only have a partial or no entitlement to the requested information, you will be informed of the reasons for the refusal. • You then have the opportunity to object
Bearbeitungsdauer	<p>4 - 8 Woche(n)</p> <p>In the event of a claim or rejection of the application, you will receive a reply within one month of receipt of the application or, in the case of complex requests, within two months at the latest.</p>
Frist	<p>4 Woche(n)</p> <p>If the description of the information is insufficient, you will be requested by the body obliged to provide information to submit the necessary details within one</p>

Modul	Sachverhalt
	month.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	<ul style="list-style-type: none"> • Re-examination • Objection
Kurztext	<ul style="list-style-type: none"> • Obtaining access to information from authorities obliged to provide information <ul style="list-style-type: none"> • Access to information in accordance with the Information Access Act for the State of Schleswig-Holstein (IZG-SH) Grant (future designation I) • Legal entitlement to access to information from authorities obliged to provide information (SH) • responsible: <ul style="list-style-type: none"> • Authorities of the state, municipalities, districts and offices as well as other legal entities under public law, including the statutory bodies advising them. • Natural and legal persons under private law as well as associations without legal capacity, insofar as they have been entrusted with public administration tasks for execution in the forms of action under public law, in particular tasks in the areas of water supply and wastewater disposal, waste disposal, local public transport, energy generation and supply or hospitals. • In addition, in the case of environmental information, natural or legal persons under private law, insofar as they perform public tasks in connection with the environment and are subject to the control of the federal state or a legal person under public law under the supervision of the federal state.
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Requesting access to information from bodies required to provide information, Zugang zu Informationen bei informationspflichtigen Stellen beantragen