



Requesting public information in Romania

Romania's Law no. 544/2001 gives everyone the right to ask a public institution for information about its work — budgets, contracts, decisions, reports. A plain-English guide to the deadlines and the steps, with a ready-to-use request form in Romanian.

For: citizens, NGOs, journalists, researchers

Time: 15 minutes

Cost: free

Includes: request form (in Romanian)

What you can ask for

Under Law no. 544/2001 on free access to public information, you can request **any information** about the activity of a public institution: budgets, contracts, decisions, reports, permits, staff numbers, travel expenses. You don't have to explain why you want it. The request must be written in Romanian, the official language of the administration.

You cannot obtain classified information, other people's personal data, information about an ongoing criminal investigation or a company's trade secrets.

Deadlines at a glance

Situation	Deadline
Answer to the request	10 days from registration
Information is hard to gather	Up to 30 days , but the institution must notify you in writing within the first 10 days
Refusal	Must be reasoned and sent within 5 days
Administrative complaint, if there's no answer or a refusal	Within 30 days , to the head of the institution
Court action	Within 30 days , at the administrative section of the competent tribunal

Step by step

- 1 Be precise.** "The snow-clearing contract for winter 2025–2026, with annexes" works better than "everything about snow clearing".
- 2 Email the request** to the institution's official address or file it at the registry. Keep the proof: the sent email or the registration number.
- 3 Ask for an electronic reply** — it's free. Paper copies may be charged.

4 **Note the deadline:** 10 days from registration.

5 **No answer? File an administrative complaint,** then, if needed, go to court.

For teachers and youth workers

A strong civic education exercise: the group picks a real question about its school or town, drafts the request together, sends it, then analyses the answer. Young people learn that institutions owe them answers. The same exercise works with your country's own freedom of information law.

■ Request form (to be submitted in Romanian)

Către:

(to: name of the institution and its official address / email)

Subsemnatul/Subsemnata, cu adresa de corespondență

....., e-mail

.....

(I, the undersigned — name, postal address, email)

În temeiul Legii nr. 544/2001 privind liberul acces la informațiile de interes public, vă rog să îmi comunicați următoarele informații:

(under Law no. 544/2001, please send me the following information)

1.

2.

3.

Doresc să primesc informațiile solicitate în format electronic, la adresa de e-mail

.....

(I would like to receive the information electronically, at this email address)

Vă mulțumesc,

Data (date): Semnătura (signature):

A Romanian-language version of this guide, with a second form for the administrative complaint, is available at grupulverde.ro/resurse.

This is civic information, not legal advice. Law no. 544/2001 has been amended several times — check the current version on legislatie.just.ro before going to court. Deadlines checked on 12 October 2026.



Asociația Grupul Verde · Vrancea, Romania · office@grupulverde.ro · grupulverde.ro/en/resources

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