How to file a request for review?

The IDB has established a two-stage process for requesting a review of a Bank decision denying access to Information that may involve the Access to Information Committee (AIC) and/or the independent External Review Panel, as outlined below.

**First Stage Review**
Access to Information Committee (AIC)

- Basic requirements:
  1. A brief *statement in writing* explaining how the Bank’s denial restricts access to information.
  2. All requests for a first-stage review are to be submitted to the AIC within **60 calendar days** of the date of the decision to deny.
  3. The request should be presented in **one of the official four languages** of the Bank.

**Second Stage Review**
External Panel (EP)

- Basic requirements:
  1. A brief *statement in writing* explaining how the AIC’s denial restricts access to information.
  2. All requests for a second-stage review are to be submitted to the EP within **30 calendar days** of the date of the decision to deny.
  3. The request should be presented in **one of the official four languages** of the Bank.

**REMEMBER:**
- No legal representation is needed.
- No fees involved.
- For more information please see the [Implementation Guidelines](par. 6.1-6.6).