

Participate in testing sustainable mobility solutions to reach an accelerated market introduction

Global climate goals are set and the journey toward a sustainable future has begun. Sweden is committed to pushing boundaries and building a more sustainable future with a fossil-free transport sector at the latest by 2045.

Understanding that our daily travel account for a substantial part of our CO₂-emissions, we are exploring new ways to improve how we travel.

Through this call the Swedish Energy Agency invites the world's most progressive innovators and organizations to take part in unlocking the potential of sustainable mobility services. To reduce the carbon footprint from our daily travel, we will recognize and demonstrate fossil-free, user-friendly personal mobility services that meet the needs of today's travelers and that reduce the need of vehicles.

Contents

1	Projects that test a sustainable mobility solution are eligible for support	3
2	Who can apply?	4
3	What percentage of the project costs can be supported?	4
3.1	Financial support for non-economic entities.....	6
3.2	Financial support for companies.....	6
3.2.1	Activities in the project are divided into research categories within research and innovation projects	6
3.2.2	The extense of the financial support depends on the size of the company	7
3.2.3	Cofunding.....	9
4	Project proposals are assessed by the following criteria	10
5	How to apply – start well in advance	11
6	What should be included in the application?	11
7	What will happen after I submit my application	11
8	If you are granted support	12
9	The call is a part of the research programme Transport efficient society and the project sustainable mobility as a service	13

1 Projects that test a sustainable mobility solution are eligible for support

To reach Sweden's set climate goal regarding a fossil free transport sector by 2045, it is not enough to gradually reduce emissions from vehicles. We must also change our ingrained behaviors when it comes to how we transport ourselves. Therefore, this call welcomes projects that test sustainable mobility services that facilitate more environmentally friendly ways of travel.

The projects are to focus on testing and developing:

- a new service that coordinates and facilitates the many different means of transport in a region to promote seamless and sustainable transportation.
- an open and scalable platform that is easy to use and that simplifies the transition towards traveling without ownership of a car and that meets the actual needs that constitute the foundation for how we travel today.
- a service that offers possibilities for safe and accessible implementation in relation to other IT-systems and a communicable and sustainable business model.
- a service that is developable over time and that via open access and accessibility, such as open API¹, enables development of new third-party solutions in symbiosis with the service.
- a service that includes access to public transport systems, bike pools etcetera
- a mobility solution that contributes to a reduced number of vehicles and thereby reduced congestion rates.

The call has the following goals that the projects are to contribute towards achieving:

- Having tested at least one sustainable mobility solution that emanates from personal transport needs and that contains a profitable long-term business model.
- The services are, *for all approved projects*, to be tested on at least 5000 users, both individuals and companies (that purchase the service for their employee's business trips).
- Increased knowledge about and increased supply of services for shared mobility.
- Facilitating the transition towards a fossil free transport sector.
- An increased equality and accessibility in the transport sector through mobility services.

¹ Application Programming Interface

- An accelerated market introduction of original services.

Total advertised funds in this call are approximately SEK 15 million.

The projects can at the earliest start at 2019-11-01 and should end by ~~2020-12-31~~ 2021-06-30 (possible project time extended) at the latest.

2 Who can apply?

The open call accepts applications from a wide variety of stakeholders and actors including stakeholder groups of suppliers, public and private need-owners and academia.

The applying stakeholder group must offer a service that is perceived as being long-term, safe, stable and serious in its approach. Each project can contain representatives from any or some of the following need owner groups: private employers, property owners (that represent individuals) and the public sector (for example authorities or municipalities)

A Swedish part must be the main applicant and co-applicants can be constituted of both Swedish and foreign parts.

Equality and diversity are to be considered during the assembly phase of project groups, when choosing project leaders and in the project's implementation, its content and in the constitution of its goals and effects.

3 What percentage of the project costs can be supported?

Projects within this call are expected to encompass 3-15 million SEK in approved grants from the Swedish Energy Agency. The highest allowed grant is 15 million SEK per project. In the call there is a total of 15 million SEK available for projects that receive support.

Within the call we request demonstration projects with the purpose of accelerating a market introduction. Smaller amounts (a maximum of 10 % of the

eligible costs) of the sought funding can encompass more research-oriented activities which encompass a higher support level.

How much support each project participant is entitled to is dependent of how large eligible costs the participant has.

Eligible costs do not include costs for measures that aim at temporarily reducing the price of the mobility service for the entire test period. This is to promote competitive neutrality. Too low pricing during the test period can lessen the possibilities of the services continued lifespan after the project ends. The eligible costs of research and development projects shall be allocated to a specific category of research and development and include²:

- a) personnel costs: researchers, technicians and other supporting staff to the extent employed on the project.
- b) costs of instruments and equipment to the extent and for the period used for the project. Where such instruments and equipment are not used for their full life for the project, only the depreciation costs corresponding to the life of the project, as calculated based on generally accepted accounting principles are considered as eligible.
- c) Costs for of buildings and land, to the extent and for the duration period used for the project. Regarding buildings, only the depreciation costs corresponding to the life of the project, as calculated based on generally accepted accounting principles are considered as eligible. For land, costs of commercial transfer or incurred capital costs are eligible.
- d) costs of contractual research, knowledge and patents bought or licensed from outside sources at arm's length conditions, as well as costs of consultancy and equivalent services used exclusively for the project;
- e) additional overheads and other operating expenses, including costs of materials, supplies and similar products, incurred directly because of the project;
- f) Costs of commercialization-promoting activities*

*Within the framework of research and innovation projects^{3 4} the Swedish Energy Agency may also fund activities that promote commercialization, such as the development of business plans and marketing strategies, IPR strategies including patent fees, partnerships with industrial clients, funding plans for continued development and commercialization. Support for activities that

² Article 25.3 of Commission Regulation (EU) 651/2014

³ See Section 10 of the Regulation (2008:761) on state aid for research and development, as well as innovation in the energy sector, and Article 22 of Commission Regulation (EU) No. 651/2014 of 17 June 2014, through which certain categories of support are declared to be acceptable in the internal market in accordance with articles 107 and 108 of the treaty.

⁴ Commission Regulation (EU) No. 1407/2013 of 18 December 2013 on the on the application of Articles 107 and 108 in the Treaty on the Functioning of the European Union to de minimis aid.

promote commercialization as part of this funding call may only be granted to small and medium-sized companies. Support in the form of grants will be paid by the Swedish Energy Agency for these kinds of initiatives with up to 100 per cent of eligible costs covered up to a maximum of SEK 500,000.

How much support a project-participant is entitled to is also dependent on if the participant is classified as a non-economic entity or an enterprise. An enterprise is any entity engaged in an economic activity, irrespective of its legal form. This includes, in particular, self-employed persons and family businesses engaged in craft or other activities, and partnerships or associations regularly engaged in an economic activity.

3.1 Financial support for non-economic entities

Entities who do not carry out economic activities (such as universities, university colleges, municipalities and research institutions) may not be main applicants within the framework of this call for funding. On the other hand, they may participate in projects and receive support of up to 100 per cent of their eligible costs in the project.

- Universities and university colleges may add mark-ups for indirect costs in accordance with the full cost principle they apply.
- Institutions engaged in non-economic activities and public bodies such as municipalities may add mark-ups for indirect costs of up to 30 per cent of their eligible personnel costs (i.e. salaries and salary-related costs).

3.2 Financial support for companies

The proportion of a company's eligible costs (known as the level of support) that can be covered by the Swedish Energy Agency's support is governed by EU state aid rules. The level of support is determined partly based on which research category the various activities in the project are deemed to correspond to, and partly based on the size of the company in receipt of the support.

3.2.1 *Activities in the project are divided into research categories within research and innovation projects*

The maximum level of support that a company can receive depends on which research category the activities in the project are deemed to correspond to. Activities in the project may also be considered to correspond to several different research categories. The maximum permitted levels of support that a company may receive are set out in Article 25 of Commission Regulation (EU) No.

651/2014 . Table 1 Below describes the different research categories. Table 3 sets out the maximum levels of support.

If the company that is awarded support by the Swedish Energy Agency has received or is in receipt of funding for the project in the form of other public support (such as state, regional or municipal support), this must be considered when calculating how much support the company may receive. EU rules govern that total amount of public support that the company receives for the project must not exceed the maximum levels of support specified by Commission Regulation (EU) No. 651/2014.

Table 1. Definitions for Aid for research and development and innovation ⁵

Fundamental research	means experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any direct commercial application or use in view
Industrial research	means the planned research or critical investigation aimed at the acquisition of new knowledge and skills for developing new products, processes or services or for bringing about a significant improvement in existing products, processes or services. It comprises the creation of components parts of complex systems, and may include the construction of prototypes in a laboratory environment or in an environment with simulated interfaces to existing systems as well as of pilot lines, when necessary for the industrial research and notably for generic technology validation
Experimental development	means acquiring, combining, shaping and using existing scientific, technological, business and other relevant knowledge and skills with the aim of developing new or improved products, processes or services. This may also include, for example, activities aiming at the conceptual definition, planning and documentation of new products, processes or services; Experimental development may comprise prototyping, demonstrating, piloting, testing and validation of new or improved products, processes or services in environments representative of real-life operating conditions where the primary objective is to make further technical improvements on products, processes or services that are not substantially set. This may include the development of a commercially usable prototype or pilot which is necessarily the final commercial product, and which is too expensive to produce for it to be used only for demonstration and validation purposes. Experimental development does not include routine or periodic changes made to existing products, production lines, manufacturing processes, services and other operations in progress, even if those changes may represent improvements

3.2.2 *The extense of the financial support depends on the size of the company*

The maximum level of support that a company may receive also depends on the company's size. If the applicant is a small or medium-sized company, the level of

⁵ The definitions are apparent in article 2, points 84-87 in the commissions directive (EU) nr 651/2014.

support may be increased by 20 or 10 per cent, respectively. This is set out in Article 25 of Commission Regulation (EU) No. 651/2014.

When assessing a company's size, the number of employees, annual turnover and total assets must be taken into consideration. The size of companies is defined in accordance with Table 2. For example, to be classified as a medium-sized company, you must have fewer than 250 employees, and either the company's annual turn or its total balance sheet should be less than the sum set out in the table below. Of importance to the assessment of a company's size is the company's relationship with other companies, primarily owners, and the degree of control exercised by other companies over the company. This is set out in Commission Regulation (EU) No. 651/2014, Annex 1, Article 3.

 Table 2. Definition of SME⁶

Company category	Staff headcount*	Turnover or Balance sheet total**
Small	< 50	≤ 10 milj. €
Medium	< 250	≤ 50 milj. € resp. ≤ 43 milj. €
Big	≥ 250	> 50 milj. € resp. > 43 milj. €

*) Employees are not only understood to mean employees but also owners who work in the company without being employees and consultants who are in a position of dependence on the company.

**) Information from the last approved fiscal year is taken into account. For a threshold to be considered passed, the company must have had higher or lower values during two consecutive years.

The table below shows the maximum level of support that can be provided to actors for research and development projects.

Table 3. Overview of support levels

Type of research and development	Small company	Medium company	Big company	Non-economic actors*
Fundamental research	100 %	100 %	100 %	100 %
Industrial research	70 %	60 %	50 %	100 %
Experimental development	45 %	35 %	25 %	100 %

*) For example, universities and research institutes.

⁶ The commissions directive (EU) nr 651/2014, appendix 1, article 2.

3.2.3 Cofunding

Those elements of the project's eligible costs that are not covered by the support awarded by the Swedish Energy Agency are referred to as co-funding. These may include:

- Working hours
- Liquid funds
- Experimental costs

Co-funding in any form other than liquid funds should constitute actual, revisable costs that arise during the project period.

Please note that the Swedish Energy Agency may impose higher requirements on the co-funding costs of a company in receipt of support than is required by the Commission Regulation (EU) No. 651/2014 on 17 June 2014.

Public funds may not be included in the co-funding of a company's costs. An example of this is co-funding from an entity whose business, to some extent, is funded by municipal or state funds. If the entity co-funds part of a company's costs, the company may not include the element comprising public funds in its eligible costs.

4 Project proposals are assessed by the following criteria

Applications that are received are assessed based on how well they correspond to the following criteria:

IMPACT

Will the project significantly improve daily transportation through an accessible solution with high potential for net-positive environmental impact? Does the solution address the needs of the stakeholders with promising results that will inspire their investment?

SUSTAINABILITY

Will the project substantially reduce carbon emissions and lead to a higher resource effectiveness? Does the proposal offer a cost-effective, user-friendly model that will reduce the need for privately-owned vehicles and addresses long-term sustainability? Will the solution contribute to increased equality and accessibility in the transport sector?

FEASIBILITY

Is the approach, plan and budget practical and responsive to needs of users and stakeholders? Does it demonstrate high potential to overcome risks or challenges? Does the applicant have the capacity and past success to deliver the solution?

SCALABILITY

Is there a clearly defined vision to scale with potential for high returns on investment? Is applicant well-positioned with resources and partners to adapt this approach, to achieve intended results, and to become a transferrable model to meet needs of users and others.

RELEVANCE

How well does the application conform with the objectives and demands of the call as they are described in chapter 1?

QUALITY

How well does the application describe the current situation within the field of mobility as a service and how is the project expected to contribute towards developing the field? How well is the method and methodology that the project is based on described? How well are the tasks within the project described and the corresponding costs?

5 How to apply – start well in advance

Follow these steps to ensure that processing of your application is streamlined:

- It is preferable if you use E-kanalen⁷ to write your application
- Start by applying for a personal login to E-kanalen. Apply for a login well in advance since it can take a couple of days to receive it.
- Write in Swedish or English.
- Always provide a summary in Swedish.
- Write in a way that ensures that someone not familiar with the subject can understand what the project is about.

Link to step by step instructions for how to submit the application are available at the start page of E-kanalen (in Swedish).

Submit your application by **24th June 2019, 23:59**. We will provide support until 16:00 on the same day.

6 What should be included in the application?

Your application text should be written in the fields provided in E-kanalen. Further information about what should be included in the fields is set out in the Application Instructions (in Swedish)⁸

7 What will happen after I submit my application

You will receive confirmation that we have received your application and which case administrator will manage your case.

⁷ Link to E-kanalen is available via the funding call website.

⁸ Link to the Application Instructions is available via the funding call website.

Your application will be assessed by a programme committee comprising of experts. It is the version of the application that you submit prior to the deadline that will be assessed. We will not approve supplements made after the final deadline for applications, except for those that we expressly request. The experts will provide advice to the Swedish Energy Agency.

The Swedish Energy Agency may request that you submit supplements to your application if we find reason to do so.

The Swedish Energy Agency will carry out a credit check on all companies that apply for support.

The Swedish Energy Agency will then decide on whether to approve or reject your application and will consider the assessments of the expert committee. Decisions will be made between 1 October- 1 December 2019. You will receive notification from us shortly thereafter as to which decision has been made and on what grounds the decision was made.

8 If you are granted support

To pay out the grant, an authorized representative of the recipient of the support (e.g. company signatory) must confirm that they have received the Swedish Energy Agency's decision and that they accept the terms and conditions of the support.

Payment of the grant will occur in accordance with a payment plan that is set out in the decision that will be sent to you. For further information about payments, see the attached terms and conditions issued together with the decision about your application for support.

9 The call is a part of the research programme Transport efficient society and the project sustainable mobility as a service

The call is connected to the Swedish Energy Agencies project sustainable mobility as a service that gathers a network of transport buyers and suppliers that want to invest in solutions for greener travel. As part of this engagement the Swedish Energy Agency arranges the international innovation competition Sustainable Mobility Challenge. This is done in cooperation with, amongst others, Swedish Incubators and Science Parks (SISP). Through the competition three winners are eligible to share 1,5 million SEK in prize money and support in introducing their ideas in the Swedish market.

This call is opened by the Swedish Energy Agency in connection to the competition within the framework of the research programme Transport efficient society. In this call both competitors within the competition as well as other innovators are eligible to apply for support to test their sustainable mobility solutions viability in a commercial environment.

The programme Transport efficient society's purpose is to contribute towards a more transport efficient society where people can meet and live and that is equal, available and resource efficient. The programme goes on between 2018-02-01 and 2023-12-13 and has a total budget of 200 million SEK. The programme has two calls a year. This call is the third call since the programme opened. The area that this call encompasses can also be relevant for upcoming calls.

Appendix 1

Conditions for funded projects

The conditions that apply to funded projects are listed in the Swedish Energy Agency's funding decision. A description of the conditions follows below.

General conditions

The Swedish Energy Agency's funding decision is based on an agreed project plan and budget. The part of the costs not covered by funding from the Swedish Energy Agency shall be covered by resources or funds provided by another financier. The beneficiary is responsible for covering the extra costs that occur during the project period. When the Swedish Energy Agency's funding decision covers funding outside of the current financial year, the decision only applies provided that the Swedish Energy Agency receives/has at its disposal the required funds in the following years.

The shifting of costs between cost categories is accepted up to 10 per cent within each cost category, provided that the total budget does not change. Larger changes require approval from the Swedish Energy Agency.

§ 1 Payment of grants

The grants are disbursed without a requisition form, in the middle of the project period for each budget year, unless otherwise stated in the funding decision.

Grants only cover value added tax when it occurs as net cost for the beneficiary (only applies to universities and university colleges). Verifications for accounted expenditures must, upon request, be submitted to the Swedish Energy Agency. Funds that have not been used shall be repaid. Advances can be provided, up to 30 per cent of the total grant provided (only applies to universities and colleges). 15 per cent, or another percentage set out in the funding decision, of the grant provided can be withheld until final reporting in accordance with § 4 has been submitted and approved by the Swedish Energy Agency.

§ 2 Employer relationship

The Swedish Energy Agency is not the employer or principal of the beneficiary or anyone else he/she engages in the project. Accordingly, the Swedish Energy Agency does not make deductions for taxes, social security contributions, etc.

§ 3 Notification obligation regarding other funding

The beneficiary is obliged to immediately notify the Swedish Energy Agency in writing, if funding for the project in the application process have been applied for or granted by anyone other than the Swedish Energy Agency.

§ 4 Reporting obligation

Reports and surveys as set out below shall be submitted in accordance with the Swedish Energy Agency's instructions. If additional special reports are required, it is stated in the funding decision.

Annual report

Universities and university colleges are obliged, for each budget year, at the

request of the Swedish Energy Agency, to submit annual reports concerning the complete activities of the department and/or research team.

Progress report

The progress report concerning the project's activities shall be provided at the request of the Swedish Energy Agency. The progress report shall include a description of the existing activities and results of the project as well as a financial reporting. In addition, the Swedish Energy Agency may request that the report shall include a technical status report. The progress report shall be submitted to the Swedish Energy Agency at the latest on the date stated in the funding decision.

Financial Accounting – only applies to companies

Financial accounts shall be submitted once or twice a year using a specific form provided by the Swedish Energy Agency or downloaded from the Agency's website (www.energimyndigheten.se). The account shall be submitted at the latest on the date stated in the funding decision.

Final report

The final report shall include the project results and contain a description of the implementation of the project and the fulfilment of objectives. Furthermore, the report shall contain a summary of the project results in English of no more than 200 words. The report shall be submitted to the Swedish Energy Agency at the latest on the date stated in the funding decision.

A specific final financial accounting shall be submitted no later than on the date stated in the funding decision using a specific form provided by the Swedish Energy Agency or downloaded from the Agency's website (www.energimyndigheten.se).

Survey

As a beneficiary, you need to complete a survey at the end of each year and submit this to the Swedish Energy Agency. We collect, on behalf of the Government, details from all beneficiaries in order to present a number of results in the form of indicators form in our annual financial statement.

§ 5 Changes

Significant changes within project and budget approved by the Swedish Energy Agency must be reported in advance to the Swedish Energy Agency for evaluation and approval. The beneficiary must immediately notify the Swedish Energy Agency if circumstances of significant importance occur that result in the cancellation or delay, etc. of the project. The beneficiary is obliged to immediately report any changes in name or address.

§ 6 Publication

The project results shall be published. Publication shall take place in accordance with international best practice for the publication of research results.

The beneficiary is entitled to protect the results by patents or other intellectual property rights and in doing so postpone publication until any application for such property rights has been submitted to the relevant patent office. The Swedish Energy Agency must be notified if the beneficiary intends to protect the

results. Applications to the patent office must be submitted without delay. The written approval of the Swedish Energy Agency must be obtained in each individual case if the beneficiary wishes to delay publication for reasons other than those stated above or refrain from publishing certain results.

All presentations of the project must state that the work has been conducted with the support from the Swedish Energy Agency (when presentation is held in Swedish, the name should be reproduced as Energimyndigheten).

§ 7 Rights to results

The beneficiary or the rights holder of the results has the commercial right of use of the project results and is entitled to make available or transfer the rights to others.

If the rights to the project results are transferred to a company that runs economic activities, compensation corresponding to the market price for the rights shall be paid (only applies to universities and university colleges).

§ 8 Right to review

The Swedish Energy Agency or person/persons appointed by the Swedish Energy Agency (e.g. certified accountant) are entitled to follow-up the work and study documents that can provide information about the technical and economic development of the project. The Swedish Energy Agency is entitled to issue special instructions for reporting in order to enable the review.

In addition, the Swedish Energy Agency has the right to follow-up completed projects through requesting follow-up reports, that are to be structured and submitted in accordance with the Swedish Energy Agency's instructions. Such reports can be requested on three occasions within a ten-year period as of the day of the final report.

§ 9 Amendment to the decision

At the request of the beneficiary, the Swedish Energy Agency may grant well-motivated amendments to the project.

§ 10 Annulment of the decision

The Swedish Energy Agency may decide that unused funds shall be withheld alternatively that disbursed funds, that have not been used, shall be repaid if:

- a) the conditions for the project's financing have changed
- b) the project is not run according to the agreed project plan
- c) there is no prospect of achieving a satisfactory result within a reasonable timeframe (for example, due to significantly changed project or market conditions) or if the project's planned continuation cannot be considered secure (for example, due to insolvency in case the beneficiary is a company)
- d) the beneficiary fails to sign and resend a copy of the condition's appendix to the Swedish Energy Agency.

§ 11 Recovery of amounts paid

The disbursed grant along with interest rate of 8 % (eight per cent) above the applicable reference interest rate may be reclaimed with immediate effect if:

- a) the beneficiary does not provide the obligatory reports according to § 4
- b) the beneficiary uses the grant for purposes other than what is stated in the agreed project plan

- c) the project is not run according to the agreed project plan
- d) the beneficiary does not otherwise satisfy the obligations according to the conditions in this Appendix or the special conditions in the funding decision.

§ 12 Retention of grant

The Swedish Energy Agency is entitled to stop further payment of funds until a decision is made to refuse payment or to reclaim granted funds according to paragraphs 10 and 11. Such a stop to further payment of funds may affect payments to other projects administered by the same department, company or corresponding administrative unit, if the Swedish Energy Agency so decides.

§ 13 EU State aid rules

As a condition for aid, funding measures may be repealed or changed, and the grant reclaimed if the European Commission through judgements which have entered into force or the Court of Justice of the European Union has found the aid to be unlawful pursuant to Article 107 of the Treaty on the Functioning of the European Union. The decision to repeal or change the funding measures is taken by the Swedish government. In this context the conditions for repayment of aid are determined in each individual case.

Concession to making information available

The Swedish Energy Agency makes information about projects financed by the Agency available on the Agency's website: www.energimyndigheten.se. Here the public can search for information about on-going and completed research projects based on different keywords, such as research subject, research

organization, project title, project manager. The beneficiary, if there is any, is responsible for that the copyright holder has given its consent to this publication and shall ensure that the copyright holder is entitled to enter agreements in each individual case. A consent for disclosure of information will follow the Swedish Energy Agency's funding decision. By signing the document, the authorized recipient of the beneficiary does/does not consent to information being made available to the public. This does not apply for confident information under the Public Access to Information and Secrecy Act (2009: 400) contained in the project.

Concession to processing of personal data

The Swedish Energy Agency makes information about projects financed by the Agency available on the Agency's website. A consent for processing of personal data will follow the Swedish Energy Agency's funding decision. By signing the document, the project manager does/does not consent to the Swedish Energy Agency processing of personal data as part of the Agency's possibilities to make the project available to the public on the Agency's website. More information about how the Swedish Energy Agency treat personal data is available at the website (www.energimyndigheten.se).

Public documents and secrecy

Essentially all post and e-mail sent to the Swedish Energy Agency become public documents. Among other things, this means that the public and mass media may request to view their contents. Official letters and decisions sent from the Swedish Energy Agency are also public documents. The right to view public documents is part of the Public Access to Information and Secrecy Act (2009:400), and the Freedom of the Press Act (1949:105).

However, the Swedish Energy Agency is not permitted to disclose information covered by secrecy in accordance with the Public Access to Information and Secrecy Act. This means that a document or certain information in a document may be protected by secrecy. A secrecy assessment is therefore made on a case-by-case basis before a document is disclosed.

Secrecy applies to information on an individual's business or operating conditions, inventions or research findings, for example, if it can be assumed that the individual will suffer damages if the information is disclosed