



# United Kingdom Hydrographic Office

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Website:

[www.gov.uk/ukho](http://www.gov.uk/ukho)

REF: 2017/10442

13 November 2017

Dear [REDACTED],

Thank you for your email of 19 September 2017 requesting information regarding our processing of subject access requests.

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA).

A search for the information has now been completed within the UKHO, and I can confirm that some information in scope of your request is held.

The information you have requested can be found below:

1. How many subject access requests did you receive the identifying paperwork for and process in 2014? **Data not held**
2. How many subject access requests did you receive the identifying paperwork for and process in 2015? **16**
3. How many subject access requests did you receive the identifying paperwork for and process in 2016? **11**
4. How many subject access requests you rejected in 2014? **Data not held**
5. How many subject access requests you rejected in 2015? **None**
6. How many subject access requests you rejected in 2016? **None**
7. What was the average cost for you to process a subject access request in 2014? **Data not held**
8. What was the average cost for you to process a subject access request in 2015? **Minimal**
9. What was the average cost for you to process a subject access request in 2016? **Minimal**
10. How much do you charge an individual to process a subject access request? **No charge**

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail [CIO-FOI-IR@mod.uk](mailto:CIO-FOI-IR@mod.uk)). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal

review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely,

UKHO Secretariat