



Ministry of Defence Police

Freedom of Information Manager

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Our Ref: eCase: FOI 2020/02784
RFI:097/20

Date: 9 March 2020

[REDACTED]
[REDACTED]
[REDACTED]
Dear [REDACTED]

FREEDOM OF INFORMATION ACT 2000: MINISTRY OF DEFENCE POLICE: MANAGING INFORMATION DISCLOSURE REQUESTS.

We refer to your email dated 27 February 2020 to the Ministry of Defence Police which was acknowledged on the same date.

We are treating your email as a request for information in accordance with the Freedom of Information Act 2000 (FOIA 2000).

In your email you requested the following information:

“I am currently researching how Police Forces deal with FOI and Subject Access Requests and would be grateful if you could provide the following information.

- 1) How many requests does the Force receive per annum (past 3 years) – FOI, Subject Access?**
- 2) What software resources are currently used to handle these?**
- 3) If bespoke disclosure management software is used when does the current contract expire?**
- 4) Who is the senior officer responsible for dealing with FOI, Subject Access, etc?”**

A search for information has now been completed by the Ministry of Defence Police and I can confirm that we do hold information in scope of your request.

- 1) Subject Access Request (SAR) - Freedom of Information Request (FOI)

2017 SAR - 39
FOI - 362

2018 SAR – 43
FOI – 418

2019 SAR – 48
FOI – 431

2) The software currently used to log and track FOI requests and responses to them is eCase.

3) No Information held

4) The Data Protection Advisor deals with SARs within Ministry of Defence Police but reports directly to the Data Protection Officer within the Ministry of Defence. FOI's are the responsibility of the Head of Corporate Services.

If you have any queries regarding the content of this letter, please contact this office in the first instance.

If you wish to complain about the handling of your request, or the content of this response, you can request 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.gov.uk).

Please note that any request for an internal review should be made within 40 working days of the date of this response.

If you remain dissatisfied following an internal review, you may raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not normally investigate your case until the MOD internal review process has been completed. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website at <https://ico.org.uk/>.

Yours sincerely

MDP Secretariat and Freedom of Information Office