



WEST MERCIA PCC: DISCLOSURE LOG RESPONSE TO REQUEST

Reference: 2020 – 200 / WE2250

Date of response: 30th January 2020

FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST

Dear West Mercia Police and Crime Commissioner

- 1) Please can you send me a copy of the current subject access request acknowledgement AND response letter that you use
- 2) A copy of the last 5 dpias completed
- 3) A copy of any internal mandatory information governance training that you give to staff which was written in the last 2 years including presentation slides and videos and any other media
- 4) A copy of any instructions given to staff members to reduce data security breaches, for example double checking work
- 5) A copy of any policies implemented in the last 2 years within the organisation to help reduce the environmental impact that the organisation has?
- 6) Please can I have a copy of the risk rating that you use to evaluate data security incidents?

Response.

Q1. This Office does not have a standard subject access request acknowledgement or a standard response letter.

Q2. N/A.

Q3. We do not hold this information, it is held and maintained by the National Centre for Applied Learning Technologies (NCALT).

Q4. We do not hold this information, it is held and maintained by the National Centre for Applied Learning Technologies (NCALT).

Q5. Any policies which may apply are already published on the Police and Crime Commissioners' website.

Q6. We do not hold this information.

Should you have any further enquiries concerning this matter, please write to the Information Compliance Unit; Information Compliance Unit, PO Box 55, Worcester, WR3 8SP. Email: information@westmercia.pnn.police.uk

Yours sincerely,

**FOI Officer
West Mercia PCC**

Complaints

If you think that the Police and Crime Commissioner has failed to supply information in accordance with the publication scheme, then you should write in the first instance, to the:

Chief Executive, OPCC – West Mercia, Hindlip Hall, Worcester. WR3 8SP

The PCC will aim to deal with your complaint within 10 working days. If you are dissatisfied with the response you can ask for the matter to be internally reviewed. Internal reviews will be completed promptly and a response given to you within 20 working days of your further request.

If, after the internal review, you remain dissatisfied, then you can complain to the Information Commissioner (Office of the Information Commissioner), Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF).