



15th January 2020

Freedom of Information Request Reference N°: FOI 000003/20

I write in connection with your request for information received by the Norfolk and Suffolk Constabularies on the 1st January 2020 in which you sought access to the following information:

Data Protection Officer Name
Data Protection Officer Address
Data Protection Officer Telephone Number
Data Protection Officer Fax Number
Data Protection Officer Email
Data Protection Officer DX Number

A copy of the forces privacy policy in relation to offender data.

A copy of the forces freedom of information policy

A disclosure of any forms which require completion for a DSAR by legal advisors/advocates on behalf of offenders.

Response to your Request

The response provided below is correct as of 2nd January 2020.

Norfolk and Suffolk Constabularies have considered your request and our response is below.

The Data protection Officer for both Norfolk and Suffolk Constabularies is Beth Mortimer. Full contact details can be found on the Information Commissioner's website, via the link below:-
<https://ico.org.uk/ESDWebPages/Entry/Z4894872>

The Data Protection Officer does not have a fax number.

Norfolk Constabulary has a DX address of 744420, Wymondham 2.
Suffolk Constabulary does not have a DX address.

We have provided below links to the privacy policies and subject access forms.

<https://www.suffolk.police.uk/about-us/our-data/data-protection/access-personal-data>
<https://www.norfolk.police.uk/about-us/our-data/accessing-your-personal-data>

<https://www.norfolk.police.uk/about-us/our-data/information-charter>
<https://www.suffolk.police.uk/about-us/our-data/information-charter>

With regard to the Constabularies Joint Freedom of Information policy, please see attached draft document. It should be noted that this has not yet been finalised and there may be some changes before the document is published.

This response will be published on the Constabularies web-site under the Freedom of Information pages:-

<https://www.norfolk.police.uk/about-us/our-data/disclosure-log>

<https://www.suffolk.police.uk/services/freedom-information/disclosure-logs>

Should you have any further queries concerning this request, please contact Amanda Gibson, FOI Decision Maker, quoting the reference number shown above.

A full copy of the Freedom of Information Act (2000) can be viewed on the 'Office of Public Sector Information' web-site;

<http://www.opsi.gov.uk/>

Norfolk and Suffolk Constabularies are not responsible for the content, or the reliability, of the website referenced. The Constabulary cannot guarantee that this link will work all of the time, and we have no control over the availability of the linked pages.

Your Right to Request a Review of Decisions Made Under the Terms of the
Freedom of Information Act (2000).

If you are unhappy with how your request has been handled, or if you think the decision is incorrect, you have the right to ask the Norfolk and Suffolk Constabulary to review their decision.

Ask Norfolk and Suffolk Constabularies to look at the decision again.

If you are dissatisfied with the decision made by Norfolk and Suffolk Constabularies under the Freedom of Information Act (2000), regarding access to information, you must notify the Norfolk and Suffolk Constabulary that you are requesting a review within 40 days of the date of its response to your Freedom of Information request. Requests for a review should be made in writing and addressed to:

*Freedom of Information Decision Maker
Information Management Department
Norfolk Constabulary
Operations and Communications Centre
Jubilee House
Falconers Chase
Wymondham
Norfolk NR18 0WW
OR
Email: freedomofinformation@norfolk.pnn.police.uk*

In all possible circumstances Norfolk and Suffolk Constabulary will aim to respond to your request for us to look at our decision again within 20 working days of receipt of your request for an internal review.

The Information Commissioner.

After lodging a request for a review with Norfolk and Suffolk Constabulary, if you are still dissatisfied with the decision, you can apply to the Information Commissioner for a decision on whether the request for information has been dealt with in accordance with the requirements of the Act.

For information on how to make application to the Information Commissioner please visit their website at www.ico.org.uk or contact them at the address shown below:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 01625 545 700