



## FREEDOM OF INFORMATION REQUEST



**Request Number:** F-2012-02078

**Keyword:** Organisational Information/Governance

**Subject:** Enhanced Disclosures

### Request and Answer:

This is to inform you that the Police Service of Northern Ireland has now completed its search for the information you requested. The decision has been taken to disclose the located information to you in full.

### Question

We require copies of all policies whether internal or external, relating to:

- (i) The disclosure of information about individuals in relation to enhanced criminal records certificates;
- (ii) The disclosure of information about individuals to other public bodies;
- (iii) The PSNI Data Protection policies

### Answer

(i) Service Improvement Department has advised that the disclosure of personal information on enhanced disclosure certificates is governed by the Police Act 1997, Part V and the Quality Assurance Framework issued by ACPO. The legislation and guidance can be accessed via the website links provided below:

Part V, Police Act 1997 and relevant amendments (2009)  
<http://www.legislation.gov.uk/ukpga/1997/50/part/V>

Quality Assurance Framework and governing templates  
<http://www.homeoffice.gov.uk/publications/agencies-public-bodies/CRB/gaf-introduction/>

(ii) In relation to disclosure of information to other public bodies, Criminal Records Office has confirmed that no such policy exists in respect of Enhanced Disclosures to which your request relates.

(iii) Data Protection has advised that the PSNI Data Protection Policy, Policy Directive 06/08 is relevant to your request and can be accessed via the website link provided below:

[http://www.psni.police.uk/policy\\_directive\\_0608\\_psni\\_data\\_protection\\_policy.pdf](http://www.psni.police.uk/policy_directive_0608_psni_data_protection_policy.pdf)

If you have any queries regarding your request or the decision please do not hesitate to contact me on 028 9070 0164. When contacting the Freedom of Information Team, please quote the reference number listed at the beginning of this letter.

If you are dissatisfied in any way with the handling of your request, you have the right to request a review. You should do this as soon as possible or in any case within two months of the date of issue of this letter. In the event that you require a review to be undertaken, you can do so by writing to the Head of Freedom of Information, PSNI Headquarters, 65 Knock Road, Belfast, BT5 6LE or by emailing [foi@psni.pnn.police.uk](mailto:foi@psni.pnn.police.uk).

If following an internal review, carried out by an independent decision maker, you were to remain dissatisfied in any way with the handling of the request you may make a complaint, under Section 50 of the Freedom of Information Act, to the Information Commissioner's Office and ask that they investigate whether the PSNI has complied with the terms of the Freedom of Information Act. You can write to the Information Commissioner at Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. In most circumstances the Information Commissioner will not investigate a complaint unless an internal review procedure has been carried out, however the Commissioner has the option to investigate the matter at his discretion.

Please be advised that PSNI replies under Freedom of Information may be released into the public domain via our website @ [www.psni.police.uk](http://www.psni.police.uk)

Personal details in respect of your request have, where applicable, been removed to protect confidentiality.