



FREEDOM OF INFORMATION REQUEST



Request Number: F-2018-02955

Keyword: Human Resources

Subject: Structure of the FOI and DP Unit

Request and Answer:

Your request for information has now been considered. In respect of Section 1(1)(a) of the Act I can confirm that the Police Service of Northern Ireland does hold information to which your request relates. The decision has been taken to disclose the following.

Request

Please provide me with the number of staff in the FOI handling team. Please tell me how many are full time and how many are part time. Please tell me how many staff are at each grade or level of seniority.

Answers

PSNI has a Corporate Information Branch which handles both Freedom of Information And Data Protection requests as well as carrying other functions (some of these have been put in place as a result of recent changes to Data Protection legislation) for example staff within the branch provide advice on Data protection and FOI and other associated legislation. Owing to organisational requirements all staff within the branch may from time to time carry out a range of duties that are required by business need. We have interpreted your request however to mean those staff within that branch who are currently in post within dedicated roles which handle or oversee the processing of 'FOI requests'. Please note these staff also handle 'data protection subject access requests' **

Please find in the table below the information requested regarding the structure of the FOI and Data Protection Unit :

Grade / Rank	Total Numbers	Full Time	Part Time
Grade 7	1	1	-
Deputy Principal	1	1	-
Staff Officer	1	1	-
Executive Officer 1	2	2	-
Executive Officer 2	8	8	-
Administrative Officer	1	-	1
Police Constable	1	1	-

** As above this represents those staff in the branch currently in post in dedicated roles handling FOI requests. Other staff members are employed within the branch and further resource is approved for addition to the branch at various grades.

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.

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.psnipolice.uk

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