



POLICE
SCOTLAND
Keeping people safe

FREEDOM OF INFORMATION

Policy

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| Owning Department: | Information Management |
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| Data Protection compliant: | Yes |
| FOI compliant: | Yes |
| Health & Safety compliant: | Yes |
| GPMS compliant: | Yes |
| Records Management compliant: | Yes |

Freedom of Information Policy

The Freedom of Information (Scotland) Act 2002 and the Environmental Information (Scotland) Regulations 2004 provide a right of access to recorded information, and to environmental information respectively, held by public authorities.

The Police Service of Scotland is committed to the principles of transparency and accountability that underpin this information rights legislation.

It is the policy of the Service,

- to provide advice and assistance to applicants seeking information from the Service;
- to provide access to information in accordance with the legislation and the statutory code of practice made under section 60 of the Freedom of Information (Scotland) Act 2002 and under regulation 18 of the Environmental Information (Scotland) Regulations 2004;
- to waive charges for the provision of information permitted under section 9 of the Freedom of Information (Scotland) Act 2002, and under regulation 8 of the Environmental Information (Scotland) Regulations 2004;
- to undertake an independent assessment of the actions and decisions in relation to a request when an applicant expresses dissatisfaction with the way the request has been handled by the Service;
- to co-operate fully with The Scottish Information Commissioner in any application to the Commissioner for a decision, or any other matter relating to the Service's compliance with the legislation; and
- to publish information timeously in accordance with a publication scheme approved by The Scottish Information Commissioner.