| Police Scotland logo | Freedom of Information ResponseOur reference: FOI 25-1720Responded to: 11 June 2025 |
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Your recent request for information is replicated below, together with our response.

## 1. What is the standard procedure for handling Subject Access Requests (SARs) that include allegations of police misconduct or corruption?

The information sought is not held by Police Scotland and section 17 of the Act therefore applies. There is no specific procedure but section 12 of our [**Data Protection SOP**](https://www.scotland.police.uk/spa-media/h5cnsyl5/data-protection-sop.docx) may be of interest.

## 2. Are such SARs ever routed directly to local police units (e.g., Clydebank CID or local detective hubs) instead of the central data protection unit?

All SARs are dealt with by the Police Scotland Information Management team.

## 3. Are there any internal policies or protocols that delay acknowledgment or response to SARs that contain potentially incriminating material involving serving officers?

There are none, and section 17 of the Act therefore applies. All SARs are managed in the same way.

## 4. How many SARs involving allegations of police misconduct were received in the last 12 months, and how many were acknowledged within 7 days?

Unfortunately, I estimate that it would cost well in excess of the current FOI cost threshold of £600 to process your request. I am therefore refusing to provide the information sought in terms of section 12(1) of the Act - Excessive Cost of Compliance.

By way of explanation, there are no flags/ markers or searchable fields on our recording system that would indicate that a SAR included any such allegations.  We would have to review several thousand SARs for potential relevance - an exercise which I estimate would far exceed the cost limit set out in the Fees Regulations.

In relation to your outstanding SAR, you should note that due to unprecedented demand, the current wait time for SARs can be up to 6 months - as stated on our website - [Subject Access Requests - Police Scotland](https://www.scotland.police.uk/access-to-information/data-protection/subject-access-requests/)​.
We will however pass your comments on to the Subject Access Team.

If you require any further assistance, please contact us quoting the reference above.

You can request a review of this response within the next 40 working days by email or by letter (Information Management - FOI, Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH). Requests must include the reason for your dissatisfaction.

If you remain dissatisfied following our review response, you can appeal to the Office of the Scottish Information Commissioner (OSIC) within 6 months - [online](https://www.foi.scot/appeal), by email or by letter (OSIC, Kinburn Castle, Doubledykes Road, St Andrews, KY16 9DS).

Following an OSIC appeal, you can appeal to the Court of Session on a point of law only.

This response will be added to our [Disclosure Log](http://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log) in seven days' time.

Every effort has been taken to ensure our response is as accessible as possible. If you require this response to be provided in an alternative format, please let us know.