

c/o PO BOX 481  
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Hampshire  
PO14 9FS

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04/11/2022

**FREEDOM OF INFORMATION REQUEST REFERENCE NUMBER: 350/2022**

Thank you for your request for information regarding NPFDU guidance, which has now been considered.

**Applicant Question:**

I am sending this request under the Freedom of Information Act.

Please provide a copy of any guidance held by the NPCC National Police Freedom of Information and Data Protection Unit (NPFDU) relating to the process for:

-Coordinating police force responses where multiple police forces receive an FOI request for the same information.

-The checking or authorisation of disclosure by the NPCC, where a police force refers an FOI request to the NPCC.

**NPCC Response:**

The NPCC does hold some information captured by question 1 of your request.

The NPCC does not hold any information captured by question 2 of your request. As stated on the NPCC website, the NPFDU acts as a national co-ordination body, providing professional FOI/DP advice and support for forces in consultation with National policing leads and other stakeholders. For more information on the remit of the NPFDU, I have attached the link the NPCC website below.

[National Police Freedom of Information and Data Protection Unit \(NPFDU\) \(npcc.police.uk\)](https://npcc.police.uk)

Please note that we have made an inference that you are seeking *current* NPFDU guidance relating to responses where multiple forces receive the same FOI request. If however, you are requesting copies of all guidance held by the NPFDU, please come back to us. Please note that this is likely to result in a Section 12 – Cost response. This is because a significant amount of folders and documents would have to be searched to confirm exactly what is held in relation to previous versions of any relevant guidance.

I have attached 2 documents in full:

1. The relevant Section from the NPFDU Manual of Guidance – Referral Criteria

1st Floor, 10 Victoria Street, London SW1H 0NN T 020 7084 8950 F 020 7084 8951



## 2. The CRU Referral Criteria and Form

Yours sincerely

**Fiona Greenlees**

NPCC Freedom of Information Officer & Decision Maker

[www.npcc.police.uk](http://www.npcc.police.uk)

### **COMPLAINT RIGHTS**

#### Internal Review

If you are dissatisfied with the response you have been provided with, in compliance with the Freedom of Information legislation, you can lodge a complaint with NPCC to have the decision reviewed within 20 working days of the date of this response. The handling of your request will be looked at by someone independent of the original decision, and a fresh response provided.

It would be helpful, if requesting a review, for you to articulate in detail the reasons you are not satisfied with this reply.

If you would like to request a review, please write or send an email to NPCC Freedom of Information, c/o PO Box 481, Fareham, Hampshire, PO14 9FS.

If, after lodging a complaint with NPCC, you are still unhappy with the outcome, you may make an application to the Information Commissioner at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

## Annex A

### Legislation – Section 16

- (1) It shall be the duty of a public authority to provide advice and assistance, so far as it would be reasonable to expect the authority to do so, to persons who propose to make, or have made, requests for information to it.