

From: Lorraine Cordell <lorraine32@blueyonder.co.uk>
Sent: 25 April 2018 19:07
To: Lorraine Cordell
Subject: Fwd: Subject Access Request Simon Cordell 2018020000641
Attachments: Other Gateways for Disclosure.pdf; ATT00342.htm

Sent from my iPhone

Begin forwarded message:

From: <DPAMailbox-SAR@met.pnn.police.uk>
Date: 27 March 2018 at 11:04:21 BST
To: <lorraine32@blueyonder.co.uk>
Subject: **Subject Access Request Simon Cordell 2018020000641**

Good morning,

OUR REFERENCE: 2018020000641
REQUEST DEADLINE: 25.03.2018

I am writing in response to your email enquiring about the progress of your Subject Access Request. Unfortunately, we are not in a position to provide you with a timescale for completion; this is due to the high volume of requests currently being received by the MPS, therefore your case is taking longer to process.

Your request was reviewed when first received and is now waiting to be allocated to a caseworker for processing.

We are not able to prioritise any application and all requests are being processed strictly by the date they have been received.

We are not taking telephone calls at the moment with regard to the progress of any application because the team are currently dedicating their available work-time to the processing of the requests in order of receipt to manage the workload effectively without interruption; ensuring that responses are sent to everyone in the shortest time possible.

If you require information for court or other legal proceedings, family court proceedings or employment tribunals, please see the attached document for suitable disclosure methods.

Please note this is not intended to infringe in any way on your right to access your personal data, as granted by Section 7 of the Data Protection Act.

Please accept my sincere apologies for any inconvenience this is causing you.

Regards,

Anna Sokol | Administration Assistant for Privacy Team | Strategy and Insight | Strategy and Governance |
Met HQ | Metropolitan Police Service
Telephone: **020 7161 3500** Email: **DPA Mailbox - SAR**
Address: **Information Rights Unit, 3rd Floor, Empress State Building SW6 1SF**

Protective Marking: **RESTRICTED**

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From: Lorraine Cordell [<mailto:lorraine32@blueyonder.co.uk>]
Sent: 23 March 2018 12:59
To: SAR Mailbox - DPA Enquiries <SARenquiries@met.pnn.police.uk>
Subject: RE: Subject Access Request Simon Cordell 2018020000641

To Whom It May Concern:

I am writing this email to see if there is any update as to when I will get the subject access request, i believe the 40 days is the 25/03/2018 so was wondering if the subject access reply would be within this time or after it.

Any update I would be grateful

Simon Cordell

From: Lorraine Cordell [<mailto:lorraine32@blueyonder.co.uk>]
Sent: 14 February 2018 14:27
To: 'SARonlineapplications@met.pnn.police.uk'
Subject: RE: Subject Access Request Simon Cordell

To Whom It May Concern:

I am very sorry I added the wrong letter please see all attached files i have done a complete new set.

Regards

From: Mary.Gibson@met.pnn.police.uk [<mailto:Mary.Gibson@met.pnn.police.uk>] **On Behalf Of**
SARonlineapplications@met.pnn.police.uk
Sent: 14 February 2018 13:49
To: lorraine32@blueyonder.co.uk
Subject: RE: Subject Access Request Simon Cordell

Good afternoon,

Thank you for your email.

We are unable to process your request as we require:

- A copy of a proof of current address (dated within the last 6 months) for example, a copy of a utility bill or a bank statement.

The letter you have sent is not dated within 6 months.

When you re-send the application, please re-send all documents together in one email (Form 3019, proof of ID and proof of address) as we do not keep returned applications.

Many thanks,

Mary Gibson | Administration Assistant | Information Rights Unit

Strategy & Insight | Strategy & Governance | Met HQ | Metropolitan Police Service

Telephone 0207 161 3500 | Email SARonlineapplications@met.pnn.police.uk

Address Information Rights Unit, PO Box 57192, LONDON SW6 1SF

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From: Lorraine Cordell [<mailto:lorraine32@blueyonder.co.uk>]

Sent: 12 February 2018 17:40

To: SAR Mailbox - Online Applications <SARonlineapplications@met.pnn.police.uk>; SAR Mailbox - DPA Enquiries <SARenquiries@met.pnn.police.uk>

Subject: Re: Subject Access Request Simon Cordell

To Whom It May Concern:

Please see attached documents with my request for information which is held about me.

Regards

Simon Cordell

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Other Gateways for Disclosure

Contact Details for Third Party for use in Legal Proceedings

If you or your solicitor require the contact details of a third party in relation to pursuing legal proceedings you can write to the Commander of the Borough where the incident occurred quoting Section 35 of the DPA. Your request will then be risk assessed to decide if it can be released.

Disclosure for Civil Action/Family Court Proceedings

Should you require disclosure of documents (or CCTV) held by the MPS for a Civil Action or for Family Court Proceedings, you may wish to apply for a disclosure order via the courts specifying which documents are necessary and why. Specifying what information within each document is necessary.

Please send the disclosure order to;

Directorate of Legal Services
Metropolitan Police Service
10 Lambs Conduit Street
London
WC1N 3NR

Court Order

Should the information you have requested be required for a court case, it may be prudent to obtain a court order for the information. Your legal representative or HM Courts Service will be able to assist you with this. If the court case is not current but anticipated, you should request the documents under Section 35 of the DPA.

Disclosure through these routes may enable you to receive more information than you would get via the Subject Access provisions of the DPA, because your rights under Subject Access are for personal data only. The 40 day time limit on Section 35 requests also does not apply.

All such requests should be directed to:-

Directorate of Legal Services,
Metropolitan Police Service
10, Lambs Conduit Street,
London WC1N 3NR

