

Mr Carroll  
By e-mail: [request-69334-718bf7ab@whatdotheyknow.com](mailto:request-69334-718bf7ab@whatdotheyknow.com)

Our Ref: FOI 1067

Date: 14 September 2011

Dear Mr Carroll

**FOI REQUEST RE: CHEMICAL HAZARD IDENTIFICATION AND RISK SURVEILLANCE (CHaIRS) GROUP**

Further to my acknowledgement letter to you of 17 August, I am writing to confirm that I am now in a position to respond to your FOI request of 16 August requesting information regarding the work of the CHaIRS Group, specifically the final minutes of their 7<sup>th</sup> and 8<sup>th</sup> meetings<sup>1</sup>.

After consulting the CHaIRS members regarding the above, I am pleased to say that we are now able to comply with your request and enclose the final minutes of both the 7<sup>th</sup> meeting and 8<sup>th</sup> meeting, for your information.

A small amount of information in the documents has been obscured ('redacted') and replaced by [s40(2)(b) and s40(3)(a)(i)] as it consists of the names of FSA staff below Civil Service grade 5, at the time the paper was written. This information is exempt under sections 40(2)(b) and 40(3)(a)(i) of the Act, as it is personal information. The withholding of this information is justified as disclosure of it would be in breach of the Agency's obligations under the Data Protection Act 1998: the duty to process data fairly and lawfully.

You may wish to note that the CHaIRS group has requested that the CHaIRS Secretariat explores whether publicly available papers relating to the work of the group can in future be made available via our website. I am taking forward this action and will keep you updated on this issue.

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<sup>1</sup> These meetings were held on 14 December 2010 and 16 May 2011 respectively

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I hope the above satisfactorily answers all your queries. However, if you are unhappy with the way the FSA has handled your request for information, you should write within two calendar months of the date of this letter to the Openness Team, and ask for an internal review. They will arrange for the Complaints Coordinator to conduct the review. The team's address is: Food Standards Agency, Room 2C Aviation House, 125 Kingsway, London, WC2B 6NH (email: [Openness.team@foodstandards.gsi.gov.uk](mailto:Openness.team@foodstandards.gsi.gov.uk)).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the FSA. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or through the website at <http://www.ico.gov.uk/>

Yours sincerely

A handwritten signature in dark ink, appearing to read 'JD Caseley'.

John Caseley  
Incidents Unit  
Food Standards Agency