

Our ref: Fol/202100189468

Karin Goodwin  
The Ferret Media Ltd  
Email: [request-742049-26e3411d@whatdotheyknow.com](mailto:request-742049-26e3411d@whatdotheyknow.com)

17 June 2021

Dear Karin Goodwin,

**Request under the Freedom of Information (Scotland) Act 2002 (FOISA) –  
reminder when there has been no response to request for clarification after  
more than 40 working days**

We refer to our email dated 1 April 2021 and reminder letter of 4 May 2021 asking you to clarify your request which we are handling under the Freedom of Information (Scotland) Act 2002 (FOISA). You asked for information regarding board member remuneration. In order to identify and locate the information that you have enquired for we asked you to confirm if this request relates to the [National Records of Scotland Strategic Board](#).

As you have not responded to our request for clarification we are unable to proceed further with your request. Under section 1(3) of FOISA, if we ask you to clarify your request so that we can identify and locate the information you are looking for, then we are not obliged to provide that information until you have given us the clarification we require.

However, if you wish to submit a new request which more clearly describes the information you are looking for, we would be able to consider your request and respond in accordance with FOISA.

If you need any further advice and assistance to clarify your request, please contact us.

You may also find it helpful to look at the Scottish Information Commissioner's 'Tips for requesting information under FOI and the EIRs' on his website at: <http://www.itspublicknowledge.info/YourRights/Tipsforrequesters.aspx>.

Your right to request a review

If you are unhappy with this response to your FOI request, you may ask us to carry out an internal review of the response, by writing to

Information Governance Team National Records of Scotland  
Ladywell House  
Ladywell Road 2

Edinburgh  
EH12 7TF

Email: [foi@nrscotland.gov.uk](mailto:foi@nrscotland.gov.uk)

Your review request should explain why you are dissatisfied with this response, and should be made within 40 working days from the date when you received this letter. We will complete the review and tell you the result, within 20 working days from the date when we receive your review request.

If you are not satisfied with the result of the review, you then have the right to appeal to the Scottish Information Commissioner. More detailed information on your appeal rights is available on the Commissioner's website at:

<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>.

Yours sincerely,

NRS Information Governance Team