



Scottish Fire and Rescue Service  
West Service Delivery Area HQ  
99 Bothwell Road  
Hamilton ML3 0EA  
**[www.firescotland.gov.uk](http://www.firescotland.gov.uk)**

John Richardson

Our Ref: FOI-010401-2019  
Your Ref:  
Contact: Sharon Reid  
Contact No. 01698 402627  
Email: [Sharon.Reid@firescotland.gov.uk](mailto:Sharon.Reid@firescotland.gov.uk)  
Date: 11 July 2019

Dear Mr Richardson

### **Freedom of Information Request**

Thank you for your request for information.

Your request has been processed in accordance with Freedom of Information (Scotland) Act 2002.

I refer to your request and attach the requested information.

In line with the terms of the Freedom of Information (Scotland) Act 2002, Scottish Fire and Rescue Service has in place a procedure by which a review of the way in which we handle requests for information can be carried out. If you are dissatisfied by the way Scottish Fire and Rescue Service have dealt with your request or about any decision made by them in connection with your request, and wish a review to be carried out, please inform me of this by 5 September 2019. In doing so, it would be helpful if you could state the matter, which has given rise to your dissatisfaction.

Staff not involved in the original decision will handle any review.

Should you not be satisfied with the outcome of our review, you will then have the right to appeal to the Scottish Information Commissioner within 6 months. The Commissioner will decide whether your request has been dealt with properly, in accordance with the Act.

To make an online appeal to the Scottish Information Commissioner -

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

To make a written appeal to the Scottish Information Commissioner -

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews, Fife  
KY16 9DS

Telephone: 01334 464610

E-mail: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

For further details, please see the Commissioner's website at [www.itspublicknowledge.info](http://www.itspublicknowledge.info).

Please do not hesitate to contact me if I can be of further assistance.

Yours sincerely

**Sharon Reid**  
**Data Protection/Freedom of Information Officer**  
**Strategic Planning, Performance and Communications**