



HM Passport Office

Parliamentary Correspondence Unit
2nd Floor, Peel, NE
2 Marsham Street
London
SW1P 4DF

Email foi@hmpo.gsi.gov.uk
Website www.gov.uk/hm-passport-office

Sylwia Dalkiewicz
request-330416-e5ed2a97@whatdotheyknow.com

Reference: FOICR 39421/16

Date: 11 May 2016

Dear Sylwia Dalkiewicz

FREEDOM OF INFORMATION REQUEST

Thank you for your email of 24 April, in which you ask for information on our cancelled passport policy and procedures. Your request has been handled as a request for information under the Freedom of Information Act 2000 (FOI Act).

Your information request and Her Majesty's Passport Office (HM Passport Office) response are set out below.

I would be grateful if you could present any policies and procedures regarding cancelled passports (British and foreign) including those in previous names.

I can confirm that HM Passport Office holds the information you have requested. We believe, however, the information you have requested is already reasonably accessible to you.

It can be found via www.gov.uk website by following the links attached:

<https://www.gov.uk/government/publications/cancellation-of-passports>

<https://www.gov.uk/government/publications/change-of-name-guidance>

Section 21 of the Freedom of Information Act exempts HM Passport Office from having to provide you with this information if the information requested is already reasonably accessible to you.

Sections 10 and 11 of page 4 in the Change of Name guidance contain information on HM Passport Office's policy regarding foreign passports and other documents. The guidance can be found via the second link provided.

If you have any difficulties in accessing this information at the sources indicated above, please contact us again. You should also be advised that HM Passport Office's policies on names is currently under review and when that process is finalised, updates will be made to the publicly available guidance.

Also, please confirm if cancelled passports are taken into consideration when a British passport application is made, and if so, please explain why Section 3 of the passport application form advises to only disclose uncanceled passports to support the application.

This is not a valid request under the FOI Act, however a response to your query has been provided.

Section 3 of the application form contains an instruction that any un-cancelled passports be submitted along with the completed application. Section 3a of the same form however explicitly requires the applicant to disclose details of any passport, British or foreign, with which the applicant has been previously issued, or included in. So the application form does require disclosure details of all passports previously issued, not only those which remain un-cancelled.

If you are dissatisfied with this response you may request an independent internal review of our handling of your request by submitting a complaint within two months to the address below, quoting reference FOICR 39421/16. If you ask for an internal review, it would be helpful if you could say why you are dissatisfied with the response.

Information Rights Team
Home Office
Third Floor, Peel Building
2 Marsham Street
London SW1P 4DF
e-mail: foirequests@homeoffice.gsi.gov.uk

As part of any internal review the Department's handling of your information request will be reassessed by staff who were not involved in providing you with this response. If you remain dissatisfied after this internal review, you would have a right of complaint to the Information Commissioner as established by section 50 of the Freedom of Information Act

Yours sincerely

P Feakins
Parliamentary Correspondence Unit

Passport Adviceline: 0300 222 0000
Email us at foi@hmpo.gsi.gov.uk
Visit our website at www.gov.uk

