



Department
for Work &
Pensions

DWP Central Freedom of
Information Team
Caxton House
6-12 Tothill Street
London
SW1H 9NA

William Nevil Johnson
request-698151-980a2a09@whatdotheyknow.com

[freedom-of-information-
request@dwp.gov.uk](mailto:freedom-of-information-request@dwp.gov.uk)

[DWP Website](https://www.dwp.gov.uk)

Our Ref: FOI2020/60881

13 October 2020

Dear Mr Johnson,

Thank you for your Freedom of Information (FoI) request received on 12th October. You wrote:

“Informing you of my change of address:

Please contact me by email [email.address] as I wish to keep my new address private to you due to the confidentiality of my work as an inventor working with the IPO and Patent protection.”

DWP Response

Although you sent your e-mail as a Freedom of Information request, you have not asked the Department to provide information to you. You state that you wish to notify a new address but have not supplied details of the change.

In order for your address to be updated you should contact the Service Centre which pays your benefit or pension. The attached links below provide details of the ways in which you should report the change to the DWP.

<https://www.gov.uk/report-benefits-change-circumstances>

<https://www.gov.uk/contact-pension-service>

<https://www.gov.uk/international-pension-centre>

DWP does not recommend the emailing of requests or notifications of changes as email, without suitable encryption in place, is not a secure medium and your personal information may be intercepted.

Please remember that you should not to include your personal information on Whatdotheyknow.com (WDTK) as it will be visible to the public.

I hope this information is helpful to you.

If you have any queries about this letter, please contact us quoting the reference number above.

Yours sincerely,

DWP Central Freedom of Information Team
Department for Work and Pensions

Your right to complain under the Freedom of Information Act

If you are not happy with this response you may request an internal review by e-mailing freedom-of-information-request@dwf.gov.uk or by writing to: DWP Central Fol Team, Caxton House, 6-12 Tothill Street, London, SW1H 9NA.

Any review request should be submitted within two months of the date of this letter.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally, the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Website: [ICO Contact Information](#) or telephone 0303 123 1113 or 01625 545745