



# Northern Ireland Office

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**8 October 2015**

Dear Ms Girvan

**REFERENCE: FOI – 15/188**

Thank you for your email dated 12 September 2015, in which you requested the following information from the Northern Ireland Office (NIO):

**A letter from the Rt Hon Anna Soubry MP Minister of State for Small Business Industry and Enterprise was emailed by BIS's Cabinet Documents Officer to the First and Deputy First Minister N Ireland Executive on 24 July 2015. This email was copied to the Secretary of State for Northern Ireland.**

**Please let me have a copy of the covering email received from the Cabinet Documents Officer at 14:49 on 24 July 2015 which included the Secretary of States letter as an attachment**

Your request has been handled under the Freedom of Information Act 2000 (FOIA).

I can confirm that the NIO holds information within the scope of your request; however the information is subject to exemption from disclosure under the terms of the Freedom of Information Act. Section 40 exempts personal information about a 'third party' (someone other than the requester), if revealing it would breach the terms of the Data Protection Act (DPA) 1998. The DPA prevents personal information from release if it would be unfair or at odds with the reason why it was collected, or where the subject had officially served notice that releasing it would cause them damage or distress. Please see a copy of the requested email at Annex A.

If you have any queries please contact the Freedom of Information Team using the contact details provided at the top of this letter. Please remember to quote your reference in any correspondence.

You have the right to appeal our decision if you think it is incorrect. Details can be found in the FOIA - Appeals section attached at the end of this letter.

Yours sincerely

**Freedom of Information Manager**

## **FOIA - Appeals**

### **Internal Review**

If you are unhappy with the result of your request for information you may request an internal review within two calendar months of the date of this letter. If you request an internal review please do so in writing to the Freedom of Information Manager at the following address:

Freedom of Information Manager  
Stormont House  
Stormont Estate  
Belfast  
BT4 3SH

Email [foi@nio.x.gsi.gov.uk](mailto:foi@nio.x.gsi.gov.uk)

### **Information Commissioner's Office**

If you remain dissatisfied after an internal review decision, you have the right to apply to the Information Commissioner's Office and ask him to investigate whether the NIO has complied with the terms of the FOIA. The Commissioner is an independent regulator who has the power to direct us to respond to your request differently, if he considers that we have handled it incorrectly. You can write to the Information Commissioner at the following address:

Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

The Commissioner will not investigate a complaint unless an internal review procedure has been carried out.

Further details on the role of the Information Commissioner and the handling of appeals can be found at: [www.ico.org.uk](http://www.ico.org.uk)