

**Department for Work and Pensions (DWP)**  
**Central Freedom of Information Team**

xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx@xxx.xxx.gov.uk

**Our reference:** Fol 1163

**Date:** 15 April 2016

Dear Mr Wolf

Thank you for your Freedom of Information request received on 26 March 2016. You asked:

*RE: Customer's sensitive personal data and community work placements.*

*In regard FOI 0682 please send me full details of the "certain information" a claimant can delete from their Action Plan?*

*"Claimants can choose to delete certain information on their Action Plan"*

<https://www.whatdotheyknow.com/request/317691/response/787192/attach/html/3/0682%20response%20230316.pdf.html>

In the context of a referral to Community Work Placements, a claimant could choose to delete all 'sensitive personal data' contained within the Action Plan. The categories of sensitive information under DPA are:

- health or physical condition
- race/ethnic origin
- sexual orientation
- religious beliefs
- trade union membership
- any offence committed by them or any court proceedings against them.

With the exception of that relating to agreed employment restrictions and a potential need for the provider to put in place reasonable adjustments or additional support, a claimant could also choose to delete any other, more general, personal data that has been added to the free text fields within the Aims, Employment History and Information sections of their Action Plan.

This other, more general, personal data is that gathered during work coach interviews over the course of a claim and considered relevant, by both work coach and claimant, for inclusion on the Action Plan. As this will be unique to each individual it is not possible to provide 'full details' of what this might be.

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

Yours sincerely,

DWP Central Fol Team

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### **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@dwpgsi.gov.uk](mailto:freedom-of-information-request@dwpgsi.gov.uk) or by writing to: DWP, Central FoI Team, Caxton House, Tothill Street, 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 [www.ico.org.uk/Global/contact\\_us](http://www.ico.org.uk/Global/contact_us) or telephone 0303 123 1113 or 01625 545745