

FAO: Rebecca Brown  
Email: [request-511698-58ff83e4@whatdotheyknow.com](mailto:request-511698-58ff83e4@whatdotheyknow.com)  
(By email only)

Our Ref: EMP437491  
Date: 28/08/2018

Dear Ms Brown,

**Request for information under the Freedom of Information Act 2000**

Thank you for your email received by VCA on 21/08/2018 where you requested information regarding gathering contact details of staff. Your request has been considered under the Freedom of Information Act (FOI) 2000. This request has been refused for the reasons set out below.

You asked the following:

**If possible, could you forward me on relevant contact information for any persons specialising in;**

- **Information Security**
- **Information Technology**
- **Data Protection**
- **Information Governance**

**I would be very grateful if you could you state their position within the company also.**

The release of information under the Freedom of Information Act is considered as release to the public at large. In this case the name and contact details of staff within each area listed above has been withheld as they are all junior members of staff and not regarded as working in a public facing role. Where posts are held by junior officials (below the Senior Civil Service grade), that are not public facing, it is the expectation that their name and contact details will not be put into the public domain. The exemption relied upon in this case is section 40(2) and 40(3) of the FOIA, which relates to Personal Information<sup>1</sup>. This exemption is absolute and therefore does not require a Public Interest Test to be carried out.

If you wish to make VCA aware of your cyber security awareness platforms and e-learning modules you can email [enquiries@vca.gov.uk](mailto:enquiries@vca.gov.uk) and it will be forwarded to the correct area.

If you are unhappy with the way in which we have handled your request you can request an internal review by emailing [foi@vca.gov.uk](mailto:foi@vca.gov.uk). For further details of VCA's complaints procedure please see below details of your right to complain to VCA and the Information Commissioner.

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<sup>1</sup> <https://www.legislation.gov.uk/ukpga/2000/36/section/40>

Yours sincerely



**Richard Brown**  
Chief Finance & Resources Officer

## **Your right to complain to VCA and the Information Commissioner**

If you are unhappy with the way VCA has handled your request or with the decisions made in relation to your request you may request an internal review within two calendar months of the date of this letter by writing to the FOI Advice Team at:

VCA,  
1 The Eastgate Office Centre,  
Eastgate Road,  
Bristol,  
BS5 6XX  
Email: [foi@vca.gov.uk](mailto:foi@vca.gov.uk)

Please remember to quote the reference number above in any future communications.  
In addition a complaint can be made that VCA has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House,  
Water Lane,  
Wilmslow,  
Cheshire  
SK9 5AF