



26 April 2021

File ref: IR2021/00190

Josh Daniels

Sent by email: [request-723138-6a1f31a0@whatdotheyknow.com](mailto:request-723138-6a1f31a0@whatdotheyknow.com)

Dear Josh Daniels

### **Internal Review: IR2021/00190**

Thank you for your email of 27<sup>th</sup> March 2021 requesting a review of the University's handling of your request for information about MSc Public Policy grades (FOI2021/00050) on the basis that we failed to provide a response within the statutory 20 working days.

Your request for information was sent by email on 1<sup>st</sup> February. The University acknowledged your request on 1<sup>st</sup> February explaining that it may not be possible to reply to your request within 20 working days. The response was due on 1<sup>st</sup> March. On 27<sup>th</sup> March you requested a review.

I am afraid we have been unable to complete the response to your original request and so cannot provide it with this review response today. However, I will progress your request as soon as possible and envisage that I will be able to provide a response to your request by 7<sup>th</sup> May.

I sincerely apologise for the delay in providing this response. As explained in our acknowledgement of 1<sup>st</sup> February, the University's normal operations have been affected by the Covid-19 pandemic. This continues to be the case. Many University staff are working from home, without access to normal office facilities, while juggling childcare and other responsibilities. While we are ensuring that all requests receive a response, and are making all efforts to respond to requests promptly, unfortunately we are not currently able to respond to some requests within statutory timeframes.

### **Right to appeal**

If you are dissatisfied with this response, you may ask the Scottish Information Commissioner to investigate. You must do so within six months of receipt of this response. The [Scottish Information Commissioner's guidance on making an appeal](#) describes the process for making an appeal to the Commissioner, including the application form. If you do not have access to the Internet, I can provide a copy of the relevant web pages, or you can contact the Commissioner's Office using the details

below. When the appeal process has been completed, if you are still dissatisfied, you have the right to appeal to the Court of Session, but on a point of law only.

Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife KY16 9DS

Email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

### **Privacy notice for information request applicants**

[The University of Edinburgh's request privacy notice](#), which describes how we use the information you have supplied about yourself and your request, is published on the University website.

Yours sincerely

**Mark Hepworth**  
Records Management Section

**If you require this letter in an alternative format, such as large print or a coloured background, please contact the Records Management Section on 0131 651 4099 or email [recordsmanagement@ed.ac.uk](mailto:recordsmanagement@ed.ac.uk)**