



**HERTFORDSHIRE
CONSTABULARY**

Date: 04 November 2010

Our Ref: FOI444/10

Contact: Alice Duarte

Tel: 01707 638436

Fax: 01707 354669

By email to: request-51044-
xxxxxxx@xxxxxxxxxxxxxxx.xxx

Dear Mr xxxxxx,

Thank you for your request for a copy of any document that references Home Office circular 46/2004, from August 2004 to date.

Your request was logged by Hertfordshire Constabulary's Information Services Office to be processed under the terms of the Freedom of Information Act 2000 (FOIA).

Your request will now be considered and you will receive a response within the statutory time-scale of 20 working days as defined by the Act from 04 November 2010 when your request was received into the Constabulary, subject to the information not being exempt or containing a reference to a third party.

The deadline for Hertfordshire Constabulary to respond to your request for information is 02 December 2010. In some circumstances Hertfordshire Constabulary may be unable to achieve this deadline. If this is likely you will be informed and given a revised time-scale at the earliest opportunity.

There may be a fee payable for the retrieval, collation and provision of the information you have requested. In which case, you will be informed and the 20 working day time-scale will be suspended until we receive payment from you. If payment is not received in accordance with the terms of the Act we will assume you do not wish to continue with this request and close it accordingly.

Some requests may also require either full or partial transference to another public authority in order to answer your query in the fullest possible way. Again, you will be informed if this is the case.

Please also note during the course of carrying out information searches and enquiries relating to your request, your name and address may be shared within Hertfordshire Constabulary. I would like to take this opportunity to thank you for your interest in Hertfordshire Constabulary.

Yours sincerely,

**Alice Duarte
Information Services Assistant**

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Welwyn Garden City, Herts, AL8 6XF
Hertfordshire Constabulary, Information Services Office, DX 153960, Welwyn Garden City 7