



06 August 2019

By email to: request-588158-b349fbeb@whatdotheyknow.com

Dear J King,

I refer to your Freedom of Information request received on 9 July 2019 about FOI requests.

Details of any exemptions applied are below. Where any information is “not held”, this is explained below. Those parts of the University’s response (together with the details of how to ask the University to review the management of your request, or thereafter to seek a review by the Scottish Information Commissioner, should you wish to do so – please see below) constitutes the notice in writing that the information specified is not held by the University which is required under section 17 of the Freedom of Information (Scotland) Act 2002 (“FOISA”).

Your enquiry and the University’s response.

Dear University of Abertay Dundee,

1- How many Freedom of Information requests you have received per month from April 2017 to May 2019?

2- Could you provide further information on the requests?

Number per month which:

Responded in full

Responded in part

Refused

Exceptions used

Responded within time limit

Requests where the requester was identifiable as a current or former staff or student of your organisation

3- The number of Data subject access requests you have received per month from April 2017 to May 2019?

4- Could you provide further information on the requests?

Number per month which:

Responded in full

Responded in part

Refused

Responded within time limit

5- The number of requests regarding data subject rights such as requests for erasure or rectification by month from April 2017 to May 2019?

6- Could you break down these requests by month by subject right?

The right to be informed

The right of access

The right to rectification

The right to erasure

The right to restrict processing

The right to data portability

The right to object

Rights in relation to automated decision making and profiling.

This information is available to you through the Office of the Scottish Information Commissioner's website at:

<http://stats.itspublicknowledge.info/>

Where information is already 'otherwise accessible' to you as explained in this response, it is exempt from being provided in response to a freedom of information request: this is by subsection 25(1) of the Freedom of Information (Scotland) Act 2002.

7- How many staff (FTE) do you have to respond to freedom of information and data subject requests?

One

8- In which department do these staff sit? E.G. IT, Legal, Governance, Executive support
Academic Registry

This concludes the University's response.

Your right to seek a review of how your information request was managed

If you are not satisfied with our response or our reasoning set out above, you have 40 working days in which to require a review of our decision. Any such request should be put in writing and should be sent to the University Secretary, Abertay University, at the address provided below. The request should:

- (a) detail your request for a review of our decision to be undertaken
- (b) describe the nature of your original request
- (c) explain the reasons why you are dissatisfied with our response

University Secretary
Abertay University
Bell Street
Dundee
DD1 1HD
Tel (01382) 308016

E-mail: S.Stewart@abertay.ac.uk

If you remain dissatisfied with how your request for information has been dealt with, you also have the right, in terms of section 47 of FOISA, and within 6 months, to apply to the Scottish

Information Commissioner for a decision as to whether we have handled your request properly.

Information relating to your right to seek review is available from the Scottish Information Commissioner's website:

<http://www.itspublicknowledge.info>

or by contacting the Scottish Information Commissioner's Office at the following address:

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

Telephone: 01334 464610

Fax: 01334 464611

E-mail: <mailto:enquiries@itspublicknowledge.info>

Website: <http://www.itspublicknowledge.info>

Or via the SIC's online appeals service:

<http://www.itspublicknowledge.info/YourRights/Unhappywiththeresponse/AppealingtoCommissioner.aspx>

If you are unhappy with the Commissioner's decision, you also have the right to appeal further to the Court of Session, on a point of law only, under section 56 of FOISA. Please refer to the Commissioner's website (details above) for further information about your right of appeal to the Court of Session.

Yours sincerely,

FOI Processing

Academic Registry
Abertay University

Abertay University is a registered Scottish charity, no. SC016040