

20 July 2017

Dear Mr Davies,

**Freedom of Information request.**

Further to your request dated 23 June 2017. Please find below the information we are able to provide you by the due deadline of 24 July 2017.

Could you please provide details of your information transfer policies and procedures

Specifically the policies covering

ISO 27001 A13, A13.2.1, A.13.2.2, A13.2.3, A13.2.4

Information relating to ISO 27001 is contained within the following documents:

- Secure File Transfer Policy -  
[http://www.derbyshire.gov.uk/working\\_for\\_us/data/sharing\\_information/default.asp](http://www.derbyshire.gov.uk/working_for_us/data/sharing_information/default.asp)
- Data Protection and Storage Media Handling Procedures -  
[http://www.derbyshire.gov.uk/working\\_for\\_us/data/away\\_from\\_your\\_desk/usbs\\_cds\\_dvds\\_external\\_hard\\_drives\\_etc/default.asp](http://www.derbyshire.gov.uk/working_for_us/data/away_from_your_desk/usbs_cds_dvds_external_hard_drives_etc/default.asp)
- Encryption and Cryptographic Controls Policy -  
[http://www.derbyshire.gov.uk/working\\_for\\_us/data/sharing\\_information/default.asp](http://www.derbyshire.gov.uk/working_for_us/data/sharing_information/default.asp)
- Internet and Email Acceptable Use Policy -  
[http://www.derbyshire.gov.uk/working\\_for\\_us/data/at\\_your\\_desk/email/default.asp](http://www.derbyshire.gov.uk/working_for_us/data/at_your_desk/email/default.asp)
- Secure Email Policy -  
[https://www.derbyshire.gov.uk/working\\_for\\_us/data/sharing\\_information/default.asp](https://www.derbyshire.gov.uk/working_for_us/data/sharing_information/default.asp)
- Teleworking and Mobile Working Procedures -  
[http://www.derbyshire.gov.uk/working\\_for\\_us/data/away\\_from\\_your\\_desk/teleworking\\_and\\_mobile\\_working/default.asp](http://www.derbyshire.gov.uk/working_for_us/data/away_from_your_desk/teleworking_and_mobile_working/default.asp)

I hope this now deals with your request for information. However should you wish the outcome to be reviewed, please follow the procedure as set out below:

Stage 1:

In the first instance, please send in your comments, and wherever possible, a copy of your request and the covering letter enclosing the information or refusing your request, to Access to Information Solicitor at [access2info@derbyshire.gov.uk](mailto:access2info@derbyshire.gov.uk)

Or via post to: Access to Information Solicitor  
Legal Services  
Derbyshire County Council  
County Hall  
Matlock  
DE4 3AG

Please ensure that correspondence is marked as "Request for a review of my Freedom of Information Act / Environmental Information Regulations request", and bears any case references you have been given.

Stage 2:

After completing the above procedure, if you wish to challenge the decision further, then you have a right to contact the Information Commissioner's Office as follows:

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

Telephone: 0303 123 1113  
Fax: 01625 524510

Or by clicking on the following web link:  
[www.ico.org.uk/complaints.aspx](http://www.ico.org.uk/complaints.aspx)

Should you have further questions or queries, please do not hesitate to get in contact.

Yours sincerely

Sarah Wheeldon  
ICT Services