

14 August 2012

Royal Mail Group

Mr Jack Cope

By email: request-124107-4570183d@whatdotheyknow.com

Information Rights Team
(Freedom of Information Act)
2nd Floor
Royal Mail Sheffield
Pond Street
SHEFFIELD
S98 6HR

Tel: 0114 2414215
foi@royalmail.com
www.royalmail.com

Dear Mr Cope,

Re: Freedom of Information Act Request (Our Reference: KFEN-8X5BCS)

I am writing in response to your recent request for information dated 09 August 2012 which has been considered under the terms of the Freedom of Information Act 2000. You requested the following information:

"Do you have a copy of the text of the 'Personal Declaration' I can see?"

Please find attached a copy of the 'Personal Declaration' all new employees are required to sign upon commencement of their employment with Royal Mail.

I hope the information provided is useful to you. If for any reason you are not satisfied with this response, you do have the right to request a review. If you wish to do so please set out in writing your grounds of appeal and send to the Head of Information Compliance, Royal Mail Group, Company Secretary's Office, 100 Victoria Embankment, LONDON, EC4Y 0HQ. An internal panel will then review the request, and you will be advised of the outcome.

If you decide to appeal and are still not satisfied with our response you also have a right to appeal to the Information Commissioner at:

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

Cont...

Telephone: 01625 545 700
www.informationcommissioner.gov.uk

Yours sincerely

Kate Fearn
Information Rights Officer
Company Secretary's Office

Enc: Personal Declaration