



Freedom of Information, Information Compliance Unit, Kent Police Headquarters, Sutton Road,  
Maidstone, Kent ME15 9BZ Phone: 01622 654413  
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Mr. N. Braithwaite  
[request-23948-8e2e10cd@whatdotheyknow.com](mailto:request-23948-8e2e10cd@whatdotheyknow.com)

Date: 4<sup>th</sup> December 2009

Tel No. (DDI) 01622 654429

FOI Ref: 9087/2009

Dear Mr. Braithwaite,

**FREEDOM OF INFORMATION REQUEST 9087/2009**

I write in connection with your request received by Kent Police on 30<sup>th</sup> November 2009 in which you requested the following information:

*Process and procedures for transactions or gifts between Kent Police and civilians.*

Full details of the process and procedures in place in relation to transactions and gifts between staff employed by Kent Police and members of the public or other parties can be found in the Kent Police policy reference I23 titled 'Gifts and Hospitality' which can be found on the Kent Police website. The website can be accessed using the following link [www.kent.police.uk](http://www.kent.police.uk) and the policy can be located using the search term 'gifts and hospitality'.

A full list of gifts and hospitality received by Kent Police staff in each calendar year is regularly published as part of the Kent Police publication scheme.

Thank you for your interest in Kent Police. If you have any further queries concerning your request, or the application of the Freedom of Information Act in general, please contact this office quoting the reference number shown above.

Yours sincerely,

**Laura Birchley**  
**Freedom of Information Administrator**

## **Your right to complain**

We take our responsibilities under the Freedom of Information Act seriously but, if you feel your request has not been properly handled or you are otherwise dissatisfied with the outcome of your request, you have the right to complain. We will conduct an internal review to investigate the matter and endeavor to reply within 20 working days.

You may lodge your complaint by writing to:

Supt. Paul Gladstone  
Head of the Information Compliance Unit  
Professional Standards Department  
Kent Police Headquarters  
Sutton Road,  
Maidstone Kent  
ME15 9BZ

Or by e-mailing  
[freedomofinformation@kent.pnn.police.uk](mailto:freedomofinformation@kent.pnn.police.uk)

If you are still dissatisfied following our internal review, you have the right under section 50 of the Act to complain directly to the Information Commissioner. Before considering your complaint, the Information Commissioner would normally expect you to have exhausted the complaints procedures provided by Kent Police.

The Information Commissioner can be contacted at:

FOI Compliance Team (complaints)  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF