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## Leaflets available from us:

- 1** "Your guide to asking for information about us"
- 2** "Your guide to asking for environmental information held by us"
- 3** "How to access and use our Publication Scheme"
- 4** "Your guide to information we can withhold from disclosure"
- 5** "Your right to appeal and complain"

Please contact the:  
Freedom of Information Manager  
NHS Plymouth  
Plymouth Primary Care Trust  
Building One  
Brest Road  
Plymouth  
PL6 5QZ

tel: (01752) 435112  
e-mail: [askplymouth@nhs.net](mailto:askplymouth@nhs.net)

# Your right to appeal and complain

The Freedom of Information  
Office

**If you require this leaflet  
in large print or in  
another format, please  
call (01752) 435112.**

## Introduction

The Freedom of Information Act 2000 gives you and every member of the public the right to access information we hold as an organisation about ourselves.

Beyond our legal requirements under the Act we fully support a new culture of openness across the NHS. We are committed to being as open as we can, but occasionally may not release all the information you request.

We appreciate at times we may decide to withhold information that you believe should be disclosed under the Freedom of Information Act 2000. In these cases you have the right to appeal against our decision, and we will hold an internal review.

## Internal Appeal Process

You have the right to appeal to our decision to withhold information. Please write to or e-mail with full details:

Stuart Edmunds  
Freedom of Information Manager  
NHS Plymouth  
Plymouth Primary Care Trust  
Building One  
Brest Road  
Plymouth  
PL6 5QZ

tel: (01752) 435112

e-mail: [askplyxxxxx@xxx.xxx](mailto:askplyxxxxx@xxx.xxx)

Our decision to withhold information will be reviewed by a person independent of the original decision making process. They will decide whether we were correct in withholding the information.

We will respond with a full decision at the earliest opportunity.

## Information Commissioner

If you remain unhappy with our decision to withhold information following an internal appeal, you have the right to appeal to the Information Commissioner.

The Information Commissioner is responsible for ensuring all public authorities apply the Freedom of Information Act 2000 lawfully.

They have the power to investigate any decisions made by us, review the processes we follow, and they can make the decision to release the information you requested. Please contact:

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

tel: (01625) 545700, fax: (01625) 524510

## Where can I get further information about the Freedom of Information Act 2000?

The following website provides useful information about the Freedom of Information Act 2000:

Information Commissioner:  
[www.ico.gov.uk](http://www.ico.gov.uk)

## Document Version Control

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