

Dragutin Popovic
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data.access@justice.gsi.gov.uk

31 July 2017

Dear Mr Popovic,

Freedom of Information Act (FOIA) Request - 112888

Thank you for your request dated 3 July 2017 in which asked for the following information from the Ministry of Justice (MoJ):

1 - Please provide all the recorded information and the list of every court and every court's division which utilise the caseman system to record all the data held in electronic form (records) of each civil proceeding

2 - Please provide all the recorded information concerning what system is used to record all the data held in electronic form (records) of each civil proceeding being issued or dealt with at the Chancery Division

3 - Regardless of the system used by the Chancery Division to record all the data held in electronic form (records) of each civil proceeding please clarify if the Chancery Division's does record every interaction and related information with the parties into the proceedings with the court and its admin department.

4 - Please explain and clarify which member of the court's administration (not the name but role) is authorised to use a Chancery Chambers seal of official court's documents

5- The Ministry of Justice (MoJ) requires all staff to act honestly and with integrity at all times and to safeguard the public resources for which they are responsible. If the court administration at the Chancery Division is informed that a possible or proved fraud has occurred regarding a misuse of the Chancery Chambers seal is the Chancery Division personnel obliged to reports it immediately in line with instructions set in the I Ministry of Justice (MoJ) nternal Audit and Assurance Anti-Fraud and Corruption Policy?

Your request has been handled under the FOIA.

I can confirm that the MoJ holds some of the information that you have requested and I have provided it below.

Question one and two

The information is exempt from disclosure under section 21 of the FOIA, because it is

reasonably accessible to you. The information for question one can be accessed via the following link <https://courtribunalfinder.service.gov.uk/search/results?q=County+Court>

The Ce-file is the system we now use. Details of the system can be found at <http://www.ce-file.uk/>

Question three

I can confirm that not all interactions are recorded onto Ce-file system.

Question four

All Rolls Building staff can seal documents.

Question five

The MoJ is obliged to respond to requests for recorded information held within the scope of the FOIA. Please note this question is not a request for recorded information. The FOIA does not oblige a public authority to create information to answer a request if the requested information is not held. The duty is to only provide the recorded information held.

Appeal Rights

If you are not satisfied with this response you have the right to request an internal review by responding in writing to one of the addresses below within two months of the date of this response.

data.access@justice.gsi.gov.uk

Data Access and Compliance Unit, Ministry of Justice, 10.38, 102 Petty France, London, SW1H 9AJ

You do have the right to ask the Information Commissioner's Office (ICO) to investigate any aspect of your complaint. However, please note that the ICO is likely to expect internal complaints procedures to have been exhausted before beginning their investigation.

Yours sincerely,

Knowledge & Information Liaison Officer
London Regional Support Unit