



Disclosure Team  
Ministry of Justice  
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Deb Williams  
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07 May 2019

Dear Deb Williams

**Freedom of Information Act (FOIA) Request – 190417006**

Thank you for your request dated 14 April 2019 in which you asked for the following information from the Ministry of Justice (MoJ):

**Please see attached**

The attached document you have provided is not a request for information and does not fall under the FOIA regime.

This is because you do not appear to be asking for recorded information. The FOIA gives individuals and organisations the right of access to all types of recorded information held, at the time the request is received, by public authorities such as the MoJ.

Section 84 of the FOIA states that in order for a request for information to be handled as a FOI request, it must be for recorded information. For example, a FOI request would be for a copy of a policy, rather than an explanation as to why we have that policy in place. It does not require public authorities to create new information in order to respond to a request.

In your request you have made reference to **“I have asked for all recorded information held for all periods of time since this unlawful abuse”**

So that we may be able to provide you with the right information in any future request, please can you provide:

1. What recorded information you are requesting
2. Specific time periods
3. A location of where our searches should be conducted

Advice on how to make a valid request can be accessed on the Information Commissioner's website at: <https://ico.org.uk/for-the-public/official-information/>.

Yours sincerely

Knowledge and Information Liaison Officer  
**London and South East Regional Support Unit | HM Courts and Tribunals Service**