



Home Office

Performance, Assurance
and Governance
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(switchboard)

www.gov.uk

Mr Eugene Rinker
Via email to: [request-583328-
f5a47862@whatdotheyknow.com](mailto:request-583328-f5a47862@whatdotheyknow.com)

23 September 2019

Dear Mr Rinker

Freedom of Information Act 2000 Request (Our Reference 55361)

Thank you for your email of 7 September 2019, in which you ask for further information regarding the storage of Subject Access Requests (SAR). A full copy of your request can be found in the attached annex. Your request has been handled under the Freedom of Information Act 2000.

In answer to your question, we keep all copies of documents provided for a SAR for 5 years after the case has been closed.

If you are dissatisfied with this response you may request an independent internal review of our handling of your request by submitting a complaint within two months to foirequests@homeoffice.gov.uk, quoting reference **55361**. If you ask for an internal review, it would be helpful if you could say why you are dissatisfied with the response.

As part of any internal review the Department's handling of your information request would be reassessed by staff who were not involved in providing you with this response. If you were to remain dissatisfied after an internal review, you would have a right of complaint to the Information Commissioner as established by section 50 of the FOIA.

Yours sincerely

S Mason
Information Rights Team
Switchboard 020 7035 4848

Email foirequests@homeoffice.gov.uk

Annex – FOI request

Dear Home Office,

In your response to request Reference 54150I you have advised me that the Home Office keeps responses to SAR requests for 5 years. However, could you please clarify if you would keep a copy of full Home Office file for 5 years if such copy is requested as part of Subject Access Request , even if the original full Home Office file is still available or you only retain copies of original request and response letters without full copy of disclosure bundle containing full Home Office file?

Yours faithfully,

Eugene Rinker