



## Northamptonshire Fire and Rescue Service

**Please ask for:** Service Information Team Leader  
**Tel:** 01604 797000  
**Our ref:**  
**Your ref:** N/A  
**Date:** 20 December 2019  
If you have any difficulty in obtaining the above telephone number please email [enquiries@northantsfire.gov.uk](mailto:enquiries@northantsfire.gov.uk).

### **Re: Request for information (our ref: NFRS2019-131-144)**

I am writing in response to your request for information under the Freedom of Information Act 2000, received 12 December 2019. Our response is provided below:

*Q1 What is the email address of the person in your organisation who is responsible for the management of Subject Access Requests (SARs)/Data Protection Act (DPA) requests?*

These types of requests are managed by the Service Information Manager who can be contacted via [enquiries@northantsfire.gov.uk](mailto:enquiries@northantsfire.gov.uk)

*Q2 What percentage of SARs have been responded to on time since 25 May 2018? If you do not have this figure please provide a figure for what you do have.*

Since 25 May 2018, Northamptonshire Fire and Rescue Service (NFRS) has received 4 SARs with 3 of those responded to on time. The delay with the remaining one was communicated to the subject.

*Q3 On average how many SAR/DPA requests does your authority receive in a month?*

NFRS are unable to provide an average due to low numbers received annually. Please refer to the answer provided for Q2 for recent figures.

*Q4 How many SAR officers are employed by your organisation who work on SAR?*

There are no specific SAR officers employed within NFRS, the Service Information Manager is responsible for SARs.

*Q5 What is the generic email address of the team which deals with SARs/DPA requests within your organisation?*

The Service Information Team deal with SAR/DPA requests who can be contacted via [enquiries@northantsfire.gov.uk](mailto:enquiries@northantsfire.gov.uk).

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Q6 *How many overdue SARs do you currently have?*

In NFRS, we do not have any SARs which are currently overdue.

If I can be of any further assistance please do not hesitate to contact me quoting reference NFRS2019-131-144.

Yours sincerely

Service Information Team Leader

If you are unhappy with the response, you can ask the Service to review it. To do this, please email [enquiries@northantsfire.gov.uk](mailto:enquiries@northantsfire.gov.uk) or alternatively write to the address below:

Service Information Manager  
Northamptonshire Fire and Rescue Service  
Moulton Logistics Centre  
Moulton Way  
Northampton  
NN3 6XJ

If our internal review does not resolve the issue to your complete satisfaction, you have the right to apply to the Information Commissioner for a decision at the following address:

Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF