

2010

APPENDIX 4

Performance statistics in relation Subject Access Requests – Data Protection Act.

TIMELINESS

	Total 2009	1 <sup>st</sup> Qtr. 2010	2 <sup>nd</sup> Qtr. 2010	3 <sup>rd</sup> Qtr. 2010	4 <sup>th</sup> Qtr. 2010
Number of requests received that fulfil the definition of a request (Subject Access Request – Data Protection Act 1998)	44	3	12		
Number of requests received that have been processed in full within the normal legal compliance time i.e. 40 calendar days	29	2	9		
Number of requests received that have not been processed in full within the normal legal compliance deadline i.e. 40 calendar days	15	1	3		

In addition to the 15 SARs recorded above, the Information Unit dealt with a further 10 applicants who did not submit the paperwork required to make a formal SAR.