

Mr R [REDACTED] B [REDACTED]  
By Email: [REDACTED]

**Case Reference: RFA [REDACTED]**

10 December 2014

Dear Mr B [REDACTED],

I write further to my letter to you of 13 November 2014 to provide an update on this matter.

As you are aware we wrote to LFRS on 21 July 2014 for further information and received a response from them on 22 September 2014. You may recall that I explained in our telephone conversation of 17 October that LFRS stated that it was not providing you with a copy of your personnel file as it was their belief that the information was not held in a relevant filing system. LFRS stated that the personnel files were held in alphabetical order and each individual file was ordered chronologically. However, it was the view of the ICO that this was sufficient to constitute a relevant filing system.

Following a conversation with your friend Mr Burns it became apparent that this matter had been ongoing for a number of years. Mr Burns also advised that the ICO had made decisions in relation to previous cases that it was a relevant filing system. I advised Mr Burns that unfortunately, this information was no longer held by the ICO, as our retention period for case information is only 2 years and anything older than 2 years would have been deleted.

Given that this matter has now been ongoing for some time it was discussed in a cross office meeting at the end of October to decide how we can proceed with this issue. It was decided that initially the ICO should attend LFRS for a fact finding visit and obtain some further information about its filing system. This was attended on 20 November 2014 by me along with 2 colleagues, a lead case officer and lead policy officer from our policy department.

Following on from this visit the ICO maintains the view that the information is held in a relevant filing system. Subsequently, we are currently obtaining further advice internally about how we can progress this matter. Once we have received this advice we will hopefully be in a position to write to you again with a more detailed update.



As a final point I am moving departments within the ICO and will no longer be dealing with casework. Subsequently, I will be referring your case to my colleague Naveed Malik (lead case officer) who has been working on this case with me for a number of weeks now. Therefore, all future correspondence should be directed to Naveed and his contact number is [REDACTED].

Yours sincerely

Stacey Egerton  
Case Officer  
Information Commissioners Office  
[REDACTED]