

18 March 2024

**Case reference: IC-292277-X6Y6**

We are now in a position to respond to your information request received 4 March.

**Request**

In your letter dated 26 February you asked the following:

*"I request a... FOI, specifically to tell me one (or two) 'other organisations' (your words) from which you drew the 'thinking of' advice. If you know, as your letter says, that this policy point was taken from other organisations, you must know which, at least one or two."*

We have handled your request for recorded information under the Freedom of Information Act 2000 (FOIA).

**Our response**

We understand your request refers to the 'ICO Trans Policy and Guidance' document on our website and a previous FOI response to a request about the phrase contained within it, "ICO staff can support trans colleagues by; Thinking of the person as being the gender that they want you to think of them as." That request was dealt with under reference IC-285647-N9N4.

The 'ICO Trans Policy and Guidance' is available on our website at the address below.

<https://ico.org.uk/media/about-the-ico/policies-and-procedures/4027970/trans-policy.pdf>

The previous FOI response on our disclosure log is available at the address below.

<https://ico.org.uk/about-the-ico/our-information/disclosure-log/ic-285647-n9n4/>

In the above response we advised that during the development of this policy, the relevant team looked at existing policies in this area that had been published by other organisations.

The phrase was taken from the 'Transgender respect guidelines' (Appendix 5, page 18) of Staffordshire University's 'Transgender Equality, Gender Identity, and Gender Re-assignment Policy'.

This policy is available on their website [www.staffs.ac.uk](http://www.staffs.ac.uk) via the address below.

<https://www.staffs.ac.uk/students/docs/pdf/student-support/edi/transgender-policy-final-printable-version.pdf>

This concludes our response to your request. We hope you found this information helpful.

### **Next steps**

You can ask us to review our response. Please let us know in writing if you want us to carry out a review. Please do so within 40 working days.

If we perform a review but you are still dissatisfied, you can complain to the ICO as regulator of the FOIA. This complaint will be handled just like a complaint made to the ICO about any other public authority. You can raise a complaint through our website.

### **Your information**

Our privacy notice online explains what we do with the personal data you provide to us, and sets out your rights. Our 'Retention and disposal policy' on our website details how long we keep information.

Yours sincerely



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**For information about what we do with personal data see our [privacy notice](#)**