

16 December 2024

IC-345792-H4Y5

Request

In summary, you asked us:

"Please could you tell me what percentage of FOI requests received by the ICO over the last three years were published in your disclosure log."

You then added:

"Sorry to add to my request but could you also please tell me whether you have any written policy or guidelines on which requests should be published and if so provide me with a copy?"

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

Our response

We have searched our records based on the information you provided and can confirm that we hold some information in scope of your request.

Please find a copy of our Disclosure Log Criteria attached. No information has been redacted or withheld from this document.

We do not hold a percentage of how many FOI request responses have been published on the disclosure log for the past 3 years. Our response to this aspect of your request for the purposes of FOIA is that no information is held. However, we have provided an estimation below.

First, it may be helpful to explain that FOI requests are held in our casework system for 2 years in line with our [Retention and Disposal Policy](#). This means that we do not hold information about FOI requests older than 2 years.

Request responses are also kept on the Disclosure Log on our website for 2 years. After this this point they are transferred to the [National Archives](#).

Based on the information we currently hold, over the past 2 years, approximately 46% of FOI and EIR responses have been published to the Disclosure Log. Please be aware that this number may change daily due to new requests being published and old requests being disposed of in line with the Retention policy, and so the percentage not exact.

Additionally, there is occasionally a delay in the publication of responses due to human error, as the Disclosure Log is updated manually.

As explained in the Disclosure Log Criteria attached, not all responses are suitable for publication on the Disclosure Log. Section 12 responses, responses that include both FOI and GDPR responses, and responses that include identifiable information about the requestor are not suitable for publication on the disclosure log.

This concludes our response to your request.

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.

You can read a copy of our full review procedure [here](#).

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](#) explains what we do with the personal data you provide to us, and set out your rights. Our retention schedule can be found [here](#).

Yours sincerely



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data see our [privacy notice](#)**