



Date
17 September 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [REDACTED],

Freedom of Information Request – FOI2024/01157

We are writing in response to your email received by Post Office Limited (**“Post Office”**) on 20 August, which has been dealt with under the terms of the Freedom of Information Act 2000 (**“FOIA”**).

In your email you have requested the information shown verbatim in bold below:

“In relation to my previous request for the briefing note to be supplied to the GLO Claimants that you said you could not find.

Could you please provide me with the briefing note that was attached to an email sent by [REDACTED] to [REDACTED] and [REDACTED] and copied to [REDACTED] [REDACTED], [REDACTED] and [REDACTED] on Friday June 28th 2019 at 3:33 PM with the heading RE: [REDACTED] (WBDUK-AC.FID26896945)”

We can confirm that Post Office does hold the information you have requested, and we have provided the document with this response letter, titled:
“Barcode scanning - internal briefing and memoview – FINAL_Redacted.pdf”.

We have withheld some of the information under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to other persons. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the UK General Data Protection Regulation (GDPR).



We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because Post Office staff involved would not reasonably expect their names, roles to be disclosed in relation to this request for information.

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing information.rights@postoffice.co.uk.

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 0303 123 1113
www.ico.org.uk/foicomplaints

Yours sincerely,

Information Rights Team
information.rights@postoffice.co.uk
<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

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