

Northern Ireland Office FOI Appeals Policy

Under the Freedom of Information Act 2000, members of the public have a right to appeal against the response given to a request for information, or to challenge the way in which their request was handled.

In the first instance, members of the public unhappy with either the response or the handling of their request should contact the relevant public authority. All complaints should be put in writing. For the Northern Ireland Office, any complaints or comments should be addressed to:

The FOI Unit
11 Millbank
London
SW1P 4PN

If you wish to email your comments, please send them to:
foi@nio.x.gsi.gov.uk

Our Policy

Your complaint

On receipt of a complaint we will contact you to acknowledge that it has been received. Your complaint will normally be handled by an appeals panel made up of senior staff unconnected with the initial request. Where this is not possible you will be informed.

Our response

We will aim to complete the review of your request within 6 weeks. Where this is not possible, you will be kept informed of progress and given a likely date for a reply.

The review

The review of your request will consist of an analysis of the initial reasons for withholding the information and a consideration of the way the Public Interest Test was applied. If necessary, the appeals panel will seek legal advice.

Our decision

If the appeals panel overturns the original decision, the request will be processed and the information released to you, entirely or in part. If the appeals panel upholds the original decision you will receive a letter from the Freedom of Information Unit detailing the reasons why we are unable to provide the information requested.

Next steps

If you are not satisfied with our response to your complaint, you can contact the Information Commissioner.

Write to:
Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

www.informationcommissioner.gov.uk