

Name
Address



Sender
Role

Office of the Police and Crime Commissioner
for Thames Valley
Tel: 01865 845720
email@thamesvalley.pnn.police.uk

Email address

2 January 2020

Our ref:
Your ref:

Dear XXXX,

Re: **XXXXXXXXXXXXXXXXXX**

Thank you for your request for your personal data, received on XXXX, in which you seek your information from the Office of the Police and Crime Commissioner (OPCC). Legislation places an obligation on the Data Controller (in this case the Police and Crime Commissioner 'the PCC'), when processing personal information, to provide you with a copy of that information, unless an exemption applies. **On the basis of the information you have provided, [either] there is no data to which you are entitled, under the Act [or] the personal data to which you are entitled, is enclosed.**

As required under legislation, we have also included a link to our Privacy Notice that provides individuals with a description of how we process personal data:
<https://thamesvalley.s3.amazonaws.com/Documents/Our%20information/Policies%20and%20Procedures/Privacy%20Notice%20FINAL%20VERSION.pdf> If you wish for us to send a hard copy of this notice, please contact this office.

Further information regarding access rights and your right to complain can be obtained from the Information Commissioner's website:
http://ico.org.uk/news/latest_news/2013/~/-/media/documents/library/Data_Protection/Datailed_specialist_guides/subject-access-code-of-practice.pdf. If you believe that any information that has been provided is inaccurate, please write to the address above quoting the reference number.

Please do not hesitate to contact this office in the first instance should you require any further assistance.

Yours sincerely

Sender
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Office of the Police and Crime Commissioner

