



**East London**  
NHS Foundation Trust

**Information Governance**

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29 September 2021

**Our reference: FOI DA3952**

I am responding to your request for information regarding your client received 30 July 2021. I am sorry for the delay in responding to your request. We note that questions 9 a-c are requests for general information and therefore, this has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours faithfully,

Keshia Harvey  
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

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

Tel: 0303 123 1113  
Web: [www.ico.org.uk](http://www.ico.org.uk)

**Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention**

Chair: Mark Lam

Chief Executive: Paul Calaminus

*We care*

*We respect*

*We are inclusive*

**Request:**

**Question 9.** In regards to employees and contractors, please advise as to the following:

**Question 9a.** What technologies or business procedures do you have to ensure that individuals within the organisation will be monitored to ensure that they do not deliberately or inadvertently disclose personal data outside of your company, through email, webmail or instant messaging, or otherwise.

**Answer:** The Trust has reviewed question 1 of your request for information under the Freedom of Information Act (FOI) 2000.

Section 21(1) of the FOI Act states:

*(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.*

The information requested is accessible here:

<https://www.elft.nhs.uk/uploads/files/1/Information%20Governance%20and%20IMT%20Security%20Policy%205.8.pdf>

**Question 9b.** Have you had any circumstances in which employees or contractors have been dismissed, and/or been charged under criminal laws for accessing our Client's personal data inappropriately, or if you are unable to determine this, of any customers within the last 12 months.

**Answer:** There was one case and the person was dismissed.

**Question 9c.** Please advise as to what training and awareness measures you have taken in order to ensure your employees and contractors are accessing and processing our Client's personal data in conformity with the General Data Protection Principles.

**Answer:** Staff are required to be compliant with national annual Data Security and Awareness training.