



Information Commissioner's Office

**DATA PROTECTION ACT 1998**

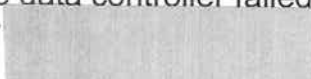
**SUPERVISORY POWERS OF  
THE INFORMATION COMMISSIONER**

**UNDERTAKING**

**Data Controller:** The Northern Ireland Office

**Head Office:** Room G109  
11 Millbank  
London  
SW1P 4PN

The Northern Ireland Office, Room G109, 11 Millbank, London, SW1P 4PN hereby acknowledges the details set out as follows:

1. The Northern Ireland Office is the data controller as defined in section 1(1) of the Data Protection Act 1998 ("the Act"), in respect of the processing of personal data carried on by Northern Ireland Office and is referred to in this Undertaking as the "data controller". Section 4(4) of the Act provides that, subject to section 27(1) of the Act, it is the duty of a data controller to comply with the data protection principles in relation to all personal data in respect of which it is a data controller.
2. The Information Commissioner (ICO) has received a complaint regarding the processing of personal data by the data controller, and in particular that the data controller failed to respond to a subject access request made by 
3. The ICO has considered the data controller's compliance with the provisions of the Act in the light of this matter. The relevant provision of the Act is the Sixth Data Protection Principle. This Principle is set out at Part 1 of Schedule 1 to the Act. A copy of the Data Protection Principles is attached.
4. By letter dated 12 June 2007, the data controller made representations to the ICO




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Following consideration of those representations it has been agreed that, in consideration of the ICO not exercising his powers to serve an Enforcement Notice under section 40 of the Act, the data controller undertakes to comply with the terms of the following undertaking:-

***The data controller shall, as from the date of this undertaking and for so long as similar standards are required by the Act or other successor legislation from other data controllers in similar circumstances, ensure that personal data is processed in accordance with the Sixth Data Protection Principle in Schedule 1 Part 1 of the Act, and in particular that,***

- all subject access requests received by the data controller are dealt with in compliance with the provisions contained within Section 7 of the Data Protection Act 1998,***
- adequate and relevant training is provided to all employees who are engaged in the process of dealing with such subject access requests.***

Dated... 9<sup>th</sup> July 2007 .....

Signed   
For The Northern Ireland Office

Signed   
Mick Gorrill (Head of Regulatory Action Division)  
For the Information Commissioner