| Police Scotland logo | Freedom of Information ResponseOur reference: FOI 24-0761Responded to: 12 June 2024 |
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Your recent request for information is replicated below, together with our response.

## Please provide me with the policy and assessment criteria for third party hate crime reporting establishments.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

By way of explanation, there is no specific criteria, Third Party Reporting Centre's (TPRC) will have established relationships or links within communities who are affected by hate crime.

## Please provide me with a copy of the training course materials for Data Protection/GDPR undertaken with these establishments.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

By way of explanation, the training material for TPRC is in the process of being updated to reflect the new legislation and training materials will be uploaded to our website once this has been completed. However, it is important to note that there are no specific GDPR implications as there is no data retained by the TPRC, they are there to support an individual to make this referral via a secure online form directly to Police Scotland.

## Please provide me with a copy of the reporting procedures, whereby third party reports received are then relayed to Police Scotland.

When a member of the public attends at a TPRC, they are supported to complete a secure online form hosted on the Police Scotland website. This form is submitted securely to Police Scotland who on receipt will assess the information received. The form has been linked below for you to view.

[Reporting hate crime - Police Scotland](https://www.scotland.police.uk/contact-us/reporting-hate-crime/)

## Please provide me with information relating to the secure transmission of personal information between third party reporting establishments. For example: secure email accounts, such as Egress Switch, secure devices or software provided to these establishments.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

As noted above the TPRC is used only as a support to complete the online form, as such secure email accounts and secure devices are not required.

## Please provide me with information recorded on Privacy Impact Assessments made in advance of appointment of third party reporting establishments and any provision of secure devices or software.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

By way of explanation, there are no privacy impact assessments in relation to TPRC as centres simply offer support for an individual in making a report to police. The individual wishing to make the report, remains with the person helping to input their information on a secure online form which is them submitted to Police Scotland.

## Please provide any recorded information relating to transmission and storage where this relates to cloud based storage.

## If cloud based storage, is this information stored in the UK.

In response to questions 6 and 7 above, in terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

There is no information stored by TPRC. The information is input directly onto a secure online form which is transmitted to Police Scotland without the ability to save or store by the originating third party reporting centre.

## Please provide recorded data relating to Information Sharing Agreements and confirmation that these exist.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

By way of explanation, there is no information sharing agreement as the information is provided through a secure online form.

## 9. Please provide information on the security assessments completed for all third party reporting employees, who will receive and compile reports and use systems of transmission to Police Scotland. Security assessments, including Criminal Convictions, PVG, Disclosure Scotland and Police Scotland enhanced vetting, or any others.

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

## By way of explanation, Protection of Vulnerable Groups (PVG) applications/monitoring is not currently undertaken as the TPRC acts only in the capacity of support to the victim to complete a secure online form. The TPRC does not receive or compile reports.

## 10. Please provide recorded information relating Subject Access Request processes. Responsibility for responding to these requests. For clarity: who "holds" this information. Will subject access requests require to be made to both the third party establishment and Police Scotland for completeness.

## TPRC have no responsibility for Subject Access Requests.

Information regarding the Subject Access Process can be found at the link below.

[Subject Access Requests - Police Scotland](https://www.scotland.police.uk/access-to-information/data-protection/subject-access-requests)

## 11. Please provide recorded information on training and awareness provided to third party establishments in Records Management, Information Security and document retention and destruction or deletion?

In terms of Section 17 of the Act, I can confirm that the information you have requested is not held by Police Scotland.

There is no training provided specifically on Records Management, Information Security and document retention and destruction or deletion to any TPRC they are not required to undertake or manage any data retention. The individual is supported in completing a secure online form which is sent to Police Scotland. No documents or data is retained by the centre.

## 12. Please provide recorded information on the provision of remuneration or funding given to third party reporting establishments. If this is exempt from release please confirm whether this recorded information exists.

No funding or renumeration is provided to TPRC.

If you require any further assistance, please contact us quoting the reference above.

You can request a review of this response within the next 40 working days by email or by letter (Information Management - FOI, Police Scotland, Clyde Gateway, 2 French Street, Dalmarnock, G40 4EH). Requests must include the reason for your dissatisfaction.

If you remain dissatisfied following our review response, you can appeal to the Office of the Scottish Information Commissioner (OSIC) within 6 months - [online](http://www.itspublicknowledge.info/Appeal), by email or by letter (OSIC, Kinburn Castle, Doubledykes Road, St Andrews, KY16 9DS).

Following an OSIC appeal, you can appeal to the Court of Session on a point of law only.

This response will be added to our [Disclosure Log](http://www.scotland.police.uk/access-to-information/freedom-of-information/disclosure-log) in seven days' time.

Every effort has been taken to ensure our response is as accessible as possible. If you require this response to be provided in an alternative format, please let us know.