| Police Scotland logo | Freedom of Information Response Our reference: FOI 24-2011  Responded to: 16 September 2024 |
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Your recent request for information is replicated below, together with our response.

## I am writing to you Under the Freedom of Information Act 2000 and request you provide information on the following:

## Data on the requirement and use of face masks in your Force Control Room during the period March 2020 to January 2022.

Please see the document attached separately regarding the use of face masks within police Scotland C3 department. This was effective from 07.00 hours on Wednesday 23rd September 2020. Please note this measure was in addition to and did not replace the existing measures in place namely, 2M physical distancing, and hand and workstation sanitisation.

The separately attached document relevant to this question is:

* wearing of face masks within the C3 division.

This document has been subject to minimal redaction and that withheld information is held by Police Scotland, but I am refusing to provide it in terms of section 16(1) of the Act on the basis that the following exemptions apply:

* Section 38(1)(b) - Personal Data - the names of individuals have been redacted as they amount to the personal data of the parties involved.

## Provide copies of all risks assessments, including originals and any amendments made during that period in relation to wearing of face coverings in your force control room.

Police Scotland did not have a risk assessment specifically relevant to control rooms regarding the wearing of face masks therefore the information sought is not held by Police Scotland and section 17 of the Act applies.

Police Scotland followed the relevant government guidance issued at the time.

However, to be of assistance I have attached separately a copy of Police Scotland’s force wide covid risk assessment and a copy of the Scottish Government covid-19 Occupational Risk Assessment Guidance.

The separately attached documents relevant to this question are:

* Police Scotland Risk Assessment - Working Safely
* Scottish Government Occupational Risk Assessment guidance - COVID19

## Provide information on adjustments made for disabled staff who were unable to wear a face covering and the associated risks assessments for this.

If any issues were identified at the time of guidance being circulated regarding face coverings that would have caused issues to an individual then these could have been dealt with by the staff member, their immediate line manager and the wider C3 senior management team. Each case would have been assessed on an individual-need basis.

Due to this I unfortunately, I estimate that it would cost well in excess of the current FOI cost threshold of £600 to process your request. I am therefore refusing to provide the information sought in terms of section 12(1) of the Act - Excessive Cost of Compliance.

By way of explanation the only way to collate this information would be manually search each entry made into Police Scotland internal personal recording system and assess any cases of ‘reasonable adjustments’ for relevance. This is an exercise that would far exceed the cost threshold set out within the act.

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](mailto:foi@scotland.police.uk) 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](mailto:enquiries@itspublicknowledge.info) 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.