

**Subject Access Requests to the Scottish Information Commissioner  
Report to 30 June 2021**

<b>Number of subject access requests received for information held by the Commissioner</b>	<b>2020-21 Total</b>	<b>2021-22 Q1</b>	<b>2021-22 Q2</b>	<b>2021-22 Q3</b>	<b>2021-22 Q4</b>	<b>2021-22 Total</b>
<b>TOTAL</b>	20	3	0	0	0	3

<b>Number of subject access requests closed</b>	<b>2020-21 Total</b>	<b>2021-22 Q1</b>	<b>2021-22 Q2</b>	<b>2021-22 Q3</b>	<b>2021-22 Q4</b>	<b>2021-22 Total</b>
Granted in full	11	3				3
Refused - no proof of ID	0	0				0
Refused - manifestly unfounded/excessive	2	0				0
Refused - exemption applied	1	0				0
Partially refused	1	0				0
Information not held	2	0				0
Fee not paid	0	0				0
Withdrawn	1	0				0
Erasure - granted	1	0				0
<b>TOTAL</b>	19	3				3
Number of cases open at quarter/year end	1	1				

<b>Proportion of subject access requests answered within statutory timescales:</b>	<b>2020-21 Total</b>	<b>2021-22 Q1</b>	<b>2021-22 Q2</b>	<b>2021-22 Q3</b>	<b>2021-22 Q4</b>	<b>2021-22 Total</b>
No of requests answered within statutory timescales	19	3				3
No of requests answered outwith statutory timescales	0	0				0
No of requests which received no response	0	0				0
% answered within statutory timescales	100%	100%	0%	0%	0%	100%