

Freedom of Information Request

Request:

I would like your data protection/retention policies for all the years between 1960 - 2010.

Status: Complete**Response Date:** 29 April 2010

Our policies on data protection only go back to the start of the Act in 1998 and not back to 1960. Here may I explain that where this office is now known as NHS Pensions and forms part of the NHS Business Services Authority, until around 2004 this office came under the Department of Health. From 1998 we therefore came under the Department of Health Data Protection guidelines. For a short period, between 2004 and 2006 this office became an autonomous Special Health Authority/Arms Length Body but continued to follow the same Departmental guidelines. As NHS Pensions is not the owner of the policy document it would be necessary for you to approach the Department of Health for the relevant copy of their Data Protection Guidelines however I have been able to locate a copy of our Retention and Disposal Schedule, which I understand was developed during the time of our being a Special Health Authority, and which closely follows the Departmental guidelines. A copy of the schedule is attached herewith for your perusal. Where the NHS Business Services Authority's own policy document is located on the main corporate website I understand that this office is currently waiting on BSA Corporate Information Governance to issue BSA wide guidance on records management.

[NHBSAPD RetentionDisposalOct2008Finalv1.0.doc](#)