

**Subject:** Request for information on the number of subject access requests, requests to rectify personal data, and requests to erase personal data received by National Records of Scotland.

**FOI reference:** FOI/20/00110

**Date received:** 29/01/2020

**Date responded:** 20/02/2020

**Information requested:**

The number of subject access requests, requests to rectify personal data, and requests to erase personal data received by our organisation between September 2016 and December 2019, broken down into the number of these requests that were upheld, returned or refused, and to provide the reasons for refusal.

**NRS Response:**

All of the information requested is provided in the attached form.

National Records of Scotland (NRS) carries out the functions of the Registrar General of Births, Deaths and Marriages for Scotland and the Keeper of the Records of Scotland. The Registrar General and the Keeper are the data controllers for NRS.

While our aim is to satisfy data subjects' requests whenever possible, there were occasions when we refused some requests. Our reasons for refusal are explained below:

1. Information not held

The information requested is not held by National Records of Scotland (NRS).

2. NRS is not the data controller of the information requested

NRS has custody of records deposited in the Scottish national archives. For many of these records the controller remains the record depositor, while the Keeper of the Records of Scotland acts as processor. When a data subject makes requests to access personal data in closed archival records they are asked to make their request directly to the relevant controller.

3. Information is required to be disclosed by law etc

The Data Protection Act 2018 Schedule 2 Part 1 Paragraph 5 exemption (Information is required to be disclosed by law etc) applies to personal information in the Scottish statutory registers of births, deaths and marriages which the Registrar General is obliged by an enactment (the Registration of Births, Deaths and

Marriages (Scotland) Act 1965) to maintain and make available to the public. Data subjects can request access to their personal data by applying for an official extract (certificate).