



Access your personal information

The Office of the Police and Crime Commissioner (OPCC) does not hold police records or police intelligence. The OPCC and Cambridgeshire Constabulary are separate organisations and, in most cases, personal data is not shared between the two organisations (please refer to our Data Sharing agreement).

If you require access to your personal data that you believe is held by the Cambridgeshire Constabulary please follow this link: [Request information | Cambridgeshire Constabulary \(cambshire.police.uk\)](https://cambshire.police.uk)

Article 15 of the GDPR states that individuals are entitled to obtain confirmation as to whether or not personal data is held or processed about them, as well as access to the information - this applies to general data.

To request access to your personal data held by the OPCC, please refer to our Subject Access Request Form.

This form explains the information we require in order to process a request.

Applications are free of charge and once completed, can be emailed to us. Completed applications will be processed (once we have been able to verify your identity) within one month.

If we decline your request to access personal information

Under the Data Protection Act 2018 we may have to decline your request to access the personal information we hold on you, this would be likely in the following scenarios;

1. where the release of information could lead to the identification of another individual to whom we have a duty of confidence. This may be where our recorded information involves more than one individual, for example a crime report identifying both a victim and a suspect or offender. An offender will not normally be given personal details of victims and vice versa.
2. when disclosure of information being processed would harm the prevention or detection of crime or the prosecution of criminal offences. For example, we won't release intelligence about an individual under these provisions if it would allow them to evade detection or harm a criminal investigation

Please be aware that when requesting information, we can only release details we have on you, as the applicant. We cannot provide information relating to other individuals. Any details not relating to yourself will be redacted.

The right of access to personal data is for individuals to be aware of, and verify, the lawfulness of the processing.

Your personal information rights

In addition to a right of access, individuals also have a right to request rectification; restriction or erasure of personal data; to object to processing of personal data; data portability and to be provided additional information where automated decision making or profiling takes place.

Requests can be made to the OPCC, you will need to provide;

- a description of the personal data in question
- an explanation of the actions you are requesting to be taken regarding your personal data
- identification so that we can verify your request
- the reasons why you are making your request
- contact details we can use to respond to your request.

Right to lodge a complaint with the Information Commissioner's Office (ICO)

You have a right to make a complaint to the ICO regarding any concerns you have about the information rights practices of an organisation. The ICO can be contacted on 0303 123 1113, or you may raise your concerns on their website. <https://ico.org.uk/make-a-complaint/your-personal-information-concerns/>

Contact us

Data protection requests should be sent to:

Email

Cambs-pcc@cambs.pnn.police.uk

Post

Office of the Police and Crime Commissioner
PO Box 688
Cambridgeshire PE29 LA

Phone

0300 333 3456