

# **UNIVERSITY OF BEDFORDSHIRE**

## **Freedom of Information Act**

### **Reponses to requests for information**

1 The University of Bedfordshire will ensure that every effort is taken to answer requests for information in accordance with the legislation provided in the Freedom of Information Act (2000).

#### **Process of appeal**

2 If you are dissatisfied with the processing or outcome of a request for information under the Freedom of Information Act (2000), you should register a formal appeal with:

The University Secretary  
Park Square  
Luton  
LUI 3JU

Your appeal will be acknowledged within five working days of its receipt.

3 Appeals will be referred to the Chair of the Audit Committee. The University of Bedfordshire will endeavour to facilitate a reply to you within twenty working days, or to advise if it anticipates that a longer response time is needed.

4 If you are dissatisfied with the outcome of this process, you can contact:

The Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

(website - [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk))

Arthur Sullivan  
University Secretary  
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