



Kent and Medway
NHS and Social Care Partnership Trust

Information Governance & Records Management Department

1st Floor
Magnitude House
New Hythe Lane
Aylesford
Kent
ME20 6WT

Sent via email

Tel: 01795 514525

Email: kmpt.infoaccess@nhs.net

Website: www.kmpt.nhs.uk

Dear [REDACTED]

Request for Information

I write further to your request FOI ID 44911 under the Freedom of Information Act 2000 regarding: -

Document Security Markings

Your request is set out below:

Does KMPT use the security markings of official, official sensitive, secret etc?

Is all information stored as official?

Please find attached Trust Overarching Records Management Policy, 6.11 addresses the questions above.

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of
The Information Governance Department

We are proud to be smoke free

Trust Chair – Dr Jackie Craissati
Chief Executive – Sheila Stenson