

### SUBJECT ACCESS REQUEST FORM

Please complete this form if you wish to receive a copy of the personal data HMP Parc hold about you. You are entitled to receive this information under the **Data Protection Act 1998**.

There is an administration fee for this service of **£10**; this will be deducted from your prisoner account before the data is collated.

To proceed with your Subject Access request please enter the details below:-

Full Name: MAURICE JOHN KIRK

Establishment (s): HMP PARK

Date of Birth: 12 3 45

Prison Number(s): A7306AT

Date of Sentence: 14 DEC 2017

Description of the **type** of data, which you are seeking and the **dates** for which we should search: -  
*You can request all or part information e.g. Security Gist / Core File Only. You may also be date specific.*


<sup>my</sup> PRISON RECORDS ONLY OF MEDICAL RECORDS DURING MY TIME IN HMP SWASEA IN 2014/15 AND HMP PARK UP TO AND INCLUDING TODAY'S DATE (THERE WILL BE DATA ON 4x MAPPA HOSPITAL REFUSALS)

We also reserve the right, in accordance with section 8 (2) of the Act, not to provide you with the information requested if to do so would take "disproportionate effort".

If the information you request reveals details directly or indirectly about another person we will seek the consent of that person before we can let you see that information.

In certain circumstances we may not be able to disclose the information to you.

I confirm that I have read and understood the terms of this Subject Access form.

Signed: 

Date: 26<sup>th</sup> JULY 18 19<sup>th</sup> AUG 18

NB: Medical Data is not included; you will need to liaise directly with the Healthcare Department for this information

**NOTE: PLEASE SUBMIT THIS FORM WITH A SIGNED AUTHORITY FORM AUTHORISING THE DE OF THE £10 ADMINISTRATION FEE. IF THIS IS NOT SUBMITTED THEN THIS APPLICATION RETURNED TO YOU.**