



Cafcass National Office
3rd Floor
21 Bloomsbury Street
London
WC1B 3HF

Your ref: 808543

Our ref: Gov/CAF 16-28

Tel 0300 456 4000

10 March 2016

Re: Freedom of Information Request

Thank you for your email of 28 February 2016. You made the following requests for information:

I am writing under the Freedom of Information Act 2000 to request details of breaches of the Data Protection Act within in your organisation; specifically I am asking for:

1a. Approximately how many members of staff do you have?

1800

1b. Approximately how many contractors have routine access to your information?

All staff involved with our IT support at Fujitsu would have access and are bound by confidentiality; no specific numbers of these staff are known.

2a. Do you have an information security incident/event reporting policy/guidance/management document(s) that includes categorisation/classification of such incidents?

The requirement to report information security breaches internally is set out within the [Cafcass Information Assurance Policy](#) (paragraphs 2.2 – 2.3). Categorisation is made according to Cabinet Office guidance by the Governance team who log reported breaches:

CATEGORY OF BREACH

Baroness Tyler of Enfield Chair
Anthony Douglas CBE Chief Executive





I Loss of inadequately protected electronic equipment, devices or paper documents from secured Government premises
II Loss of inadequately protected electronic equipment, devices or paper documents from outside secured Cafcass premises
III Insecure disposal of inadequately protected electronic equipment, devices or paper documents
IV Unauthorised disclosure
V Other

Incidents are also reported to our sponsor department, the Ministry of Justice, according to their categorisations which are broken down into more detail.

2b. Can you provide me with a copy of the latest version of these document(s)? (This can be an email attachment or a link to the document on your publicly facing web site)

Please find attached a pro-forma document for reporting of security incidents to the Ministry of Justice.

There is no specific internal document setting out Cabinet Office guidance categories; however, all personal data related incidents are reported within these categories in the [Cafcass Annual Report and Accounts](#) which are published on our website.

3a. Do you know how many data protection incidents your organisation has had since April 2011? (Incidents reported to the Information Commissioners Office (ICO) as a Data Protection Act (DPA) breach)

Answer: Yes, No, Only since (date):

Yes

3b. How many breaches occurred for each Financial Year the figures are available for?

Answer FY11-12: FY12-13: FY13-14: FY14-15:

2011/12: 0

2012/13: 0

2013/14: 0

2014/15: 1

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4a. Do you know how many other information security incidents your organisation has had since April 2011? (A breach resulting in the loss of organisational information other than an incident reported to the ICO, eg compromise of sensitive contracts or encryption by malware.)

Answer: Yes, No, Only since (date):

Yes

4b. How many incidents occurred for each Financial Year the figures are available for?

Answer FY11-12: FY12-13: FY13-14: FY14-15:

2011/12: 37

2012/13: 54

2013/14: 75

2014/15: 81

5a. Do you know how many information security events/anomaly your organisation has had since April 2011? (Events where information loss did not occur but resources were assigned to investigate or recover, eg nuisance malware or locating misfiled documents.)

Answer: Yes, No, Only since (date):

Yes

5b. How many events occurred for each Financial Year the figures are available for?

Answer FY11-12: FY12-13: FY13-14: FY14-15:

2011/12: 4

2012/13: 11

2013/14: 39

2014/15: 80

6a. Do you know how many information security near misses your organisation has had since April 2011? (Problems reported to the information security teams that indicate a possible technical, administrative or procedural issue.)

Answer: Yes, No, Only since (date):





No; this data is collected from 2015/16 but not within the years requested below.

6b. How many near-misses occurred for each Financial Year the figures are available for?

Answer FY11-12: FY12-13: FY13-14: FY14-15:

This information is not held for records within these financial years.

We hope that you feel your question has been answered effectively. If you are unhappy with the decisions made in relation to your request, you may ask for an internal review to be undertaken. If you are dissatisfied with the way the internal review is handled or with the final decision made at that review about the information released, you are free to contact the Information Commissioner's office (www.informationcommissioner.gov.uk):

Post

Information Commissioner's Office
Wycliffe House, Water Lane,
Wilmslow,
Cheshire
SK9 5AF

Fax

01625 524 510

Tel

0303 123 1113

E-mail

casework@ico.org.uk

Yours sincerely,

Governance Team

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