

This form should be used to determine Access to Information under the Freedom of Information Act (2000), the Data Protection Act 2018 and the Environmental Information Regulations 2004. For use with records with a terminal date of 20 years or older. Any personal details you supply will be processed in accordance with the General Data Protection Regulation (GDPR) and The Data Protection Act 2018. Further information can be found on PRONI's [Privacy Notice](#).

PRONI Ref No.		File Registry No.	
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Please complete this section in **BLOCK CAPITALS**

Public Authority / Department: _____

Branch / Section: _____

Reviewer: _____

DECLARATION

I have examined the information contained in the attached file and recommend (please tick ✓ as appropriate)

☐ OPEN Forthwith
 ☐ Full Closure
 ☐ Partial Closure
 ☐ Blanking Out

Closed subject to the following FOI exemption – please tick. (documents **MUST** be specified overleaf)

- ☐ s.23 Info Bodies Dealing with Security Matters (**Public Interest Test PIT required**)
- ☐ s.24 National Security (**PIT required**)
- ☐ s.26 Defence (**PIT required**)
- ☐ s.27 International Relations (**PIT required**)
- ☐ s.29 The Economy (**PIT required**)
- ☐ s.30(2) Investigations and proceedings (Confidential Sources) (**PIT required**)
- ☐ s.31 Law Enforcement (**PIT required**)
- ☐ s.34 Parliamentary Privilege (**Absolute exemption**)
- ☐ s.36 Prejudice to effective conduct of public affairs (see guidance)
- ☐ s.37 Communications with the Royal Family and the Awarding of Honours (see guidance)
- ☐ s.38 Health and Safety (**PIT required**)
- ☐ s.41 Information Provided in Confidence (**Absolute exemption**)
- ☐ s.43 Commercial Interests (**PIT required, does not apply after 30 years**)
- ☐ s.44 Prohibitions on Disclosure (statute bars)
- ☐ (s.39) Closed subject to the Environmental Information Regulations (detail overleaf)
- ☐ (s.40) Closed subject to the Data Protection Act (detail overleaf)

N.B. WHERE APPROPRIATE, APPLY PUBLIC INTEREST TEST OVERLEAF. ALL EXEMPTED INFORMATION MUST BE TABBED THROUGHOUT THE FILE

PERIOD OF CLOSURE IF OTHER THAN 10 YEARS (please tick ✓ as appropriate)

☐ Until statute-barring legislation no longer applicable
 ☐ Until individual(s) 100 years of age

CLOSURE REASONS

Please state below your reason(s) for extended closure. They should be clear and concise as they will be used in subsequent checking of decisions within your Department and by PRONI. These reason(s) may be used in submissions to your Minister, and the DfC Minister (as Keeper of the Records) and made available to the Information Commissioner.

Remember, if appropriate, to include your public interest test argument against disclosure.

[illegible]

Business Area

Signature _____

Date _____

Business Area _____

Department _____

Departmental Information Manager

Signature _____

Date _____

Department _____

FOR PRONI USE ONLY

PRONI Ref No.

Access decision applied Y/N

By:

Date: