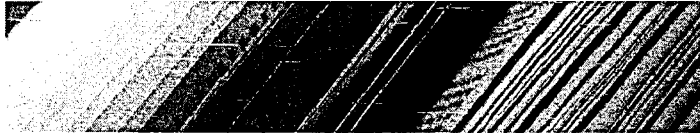


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Contact: (02)81925

Information Policy

The Data Protection Act is rarely out of the headlines these days, whilst the Freedom of Information Act is often involved in creating them. The BBC's **Information Policy and Compliance** team advises the BBC on both of these key areas. Part of the Legal department within the central Operations Group, the IPC team provides professional guidance to all BBC divisions and companies to ensure their compliance with the Data Protection Act and Freedom of Information Act, and other related legislation.

The **Data Protection Handbook**, outlines the BBC's policies on handling personal data, whilst other parts of the **IPC data protection website** contains data security tips and other useful information. You'll also find the **Acceptable Use Policy**, which explains what you are entitled to do on BBC electronic equipment and what the BBC can do in monitoring its staff.

The **Freedom Of Information** section of the website explains about the Act, including sections on what constitutes an FOI request and what do if you get one.

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