

Freedom of Information Essentials

NEW ONLINE TRAINING



This is an e-learning course.
Registration on this course will last 12 months.

£17 + VAT per delegate

Brief Overview of Course

This course outlines the parameters of the FOI Act and explores how requests under the Act should be made and dealt with.

The Freedom of Information (FOI) Act gives a structure to the way information is accessed and disclosed in the public domain.

Being able to access information held by public authorities is an important right in an open society.

This elearning module gives you a greater understanding of the Freedom of Information Act 2000 and explains how this legislation functions.

This course takes 35 minutes to complete.

- Recognise when and where the main provisions of the Freedom of Information Act apply
- Understand the types of information that will be shared in an organisation's publication scheme
- Make or handle requests for information in an appropriate way

Understand the rights of individuals under the Act and the consequences of not complying with the legislation

To Book: Complete the standard EALC booking form and send to **training@ealc.gov.uk** who will then register you with Nimble. Once processed you will receive joining instructions and your Council will then be issued with an invoice.