



HEADQUARTERS
Calton House
5 Redheughs Rigg
EDINBURGH
EH12 9HW

Our Ref **HQ17243**

Dear

Thank you for your request dated 2 February 2018 under the Freedom of Information (Scotland) Act 2002 (FOISA). This gives a statutory deadline for responding by 2 March 2018. For reference I have copied your request below. You asked for:

Request for Information

1. Would it be possible, under Freedom of Information Legislation, to have copies of any and all correspondence, guidance, request etc. between the Scottish Government and the Scottish Prison Service regarding the flying of flags at SPS establishments?

We have now completed our search for the information you request. The Scottish Government receives Flag Flying Guidance from the Scottish Government on an annual basis. The most recent guidance was received in January 2018 and is attached for reference.

If you are unhappy with this response to your request, you may ask us to carry out an internal review, by writing to The Chief Executive, Calton House, 5 Redheughs Rigg, Edinburgh, EH12 9HW. Your request should explain why you wish a review to be carried out, and should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If you are not satisfied with the result of the review, you then have the right to make a formal complaint to the Scottish Information Commissioner.

Yours sincerely

Corporate Communications Manager
Scottish Prison Service