



[Redacted]  
[Redacted]  
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Date  
6 May 2025

Post Office  
100 Wood Street  
London EC2V 9ER

Your Ref:

Classification:  
Public

Dear [Redacted],

## Freedom of Information Request – FOI2025/00233

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 3 April, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”).

In your email, you have requested the information shown verbatim in bold below:

**“Please be kind enough to release all versions of POL Remuneration Committee Terms of Reference since April 1st 2012 including dates of when each version was in use.”**

We can confirm that Post Office does hold the information you have requested.

The latest Terms of Reference for the Post Office Remuneration Committee is available on the Post Office corporate website at the following link:

[https://corporate.postoffice.co.uk/media/a50d2cp1/20240604\\_pol\\_remuneration-committee-tor\\_clean.pdf](https://corporate.postoffice.co.uk/media/a50d2cp1/20240604_pol_remuneration-committee-tor_clean.pdf)

As the information is reasonably accessible to you by other means, under section 21 of the FOIA, Post Office is not required to provide a copy of the information with this response.

All other Terms of Reference for the Post Office Remuneration Committee, going back to 2012, have been consolidated into one document for ease. We have added

the year each Terms of Reference was implemented in the top right corner of each separate document. Please see the document titled, "FOI2025\_00233\_Binder2\_Redacted".

We have redacted a small amount of information from the document as we consider it should be withheld under sections 40(2) and 40(3A) of the FOIA as the information constitutes personal data relating to other persons. These sections exempt personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of that information would breach any of the data protection principles in Article 5(1) of the UK General Data Protection Regulation ("GDPR").

We consider that disclosure of this information is likely to breach the first data protection principle, which provides that personal data must be processed lawfully, fairly, and in a transparent manner. Disclosure would not constitute 'fair' processing of the personal data because the information relates to junior employees who are not public facing and would not reasonably expect their names to be disclosed in relation to this request for information.

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing [information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk).

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

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

Telephone: 0303 123 1113  
[www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints)

Yours sincerely,

Information Rights Team

[information.rights@postoffice.co.uk](mailto:information.rights@postoffice.co.uk)

<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

**Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at [www.postoffice.co.uk/privacy](http://www.postoffice.co.uk/privacy)**