

Information Governance

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21 December 2017
Reference no. 17180306

Dear,

Request for Information: Freedom of Information Act

Thank you for your email of 12 December, making a request for information under the Freedom of Information Act. You requested the following information and the Trust can provide the information below in response:

Request and Response:

Firstly, do you have an electronic fax management system (a fax server)? No

Secondly, how many manual fax machines do you have? Please answer this as of 1 April 2017 and as of 1 April 2010?

Thirdly, what is the annual maintenance cost of the fax machines within your Trust or associated sites? Please answer this as of 1 April 2017 and as of 1 April 2010?

Fourthly, how old is your oldest manual fax machine currently in use? What date was it purchased? They are all new under the MFD contract, the contract has just commenced.

For my second and third queries please insert the data into the following table, should you find this format helpful:

	1 April 2010	1 April 2017
Number of manual fax machines	74	223
Annual maintenance cost of fax machines (£)	0	Unknown

NB: the Trust does not operate any standalone fax machines, faxing is a function within Multi-Function Devices (MFDs), the numbers above are for MFDs.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to me and I will ensure the decision is reviewed. The Trust will consider undertaking a review if requested to do so within 40 working days of the date the response is received by the applicant, and will apply discretion if a longer period of time has passed.

Should you wish to make a complaint as a result of the outcome of such a review, you may apply directly to the Information Commissioner's Office (ICO) for a decision.

Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust for FoI Act matters.

The ICO can be contacted at:

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

Please contact me if there are any further queries.

Kind regards,

Yours sincerely,

Mark Underwood

Head of Information Governance