

QLTR Queen's & Lord Treasurer's Remembrancer

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<http://www.qltr.gov.uk>

Our ref: GE/18/14

Date: 24/02/2015

Dear

FREEDOM OF INFORMATION REQUEST – IDENTIFICATION PRODUCTS & SERVICES

Thank you for your request dated 11 February under the Freedom of Information (Scotland) Act 2002 (FOISA) for the contact details for the people that are responsible for purchasing the following items for the Queen's and Lord Treasurer's Remembrancer:

- Staff ID Cards and card wearing accessories such as lanyards, card holders etc;
- Door Access/Swipe Cards or Fobs;
- Plastic Card Printer Ribbons; and
- Any other ID Card related consumables.

The Queen's and Lord Treasurer's Remembrancer Office is resourced by staff on secondment from other Government Departments therefore does not hold the information you request. Staff are seconded to the Queen's and Lord Treasurer's Office from Scottish Government and the Crown Office and Procurator Fiscal Service (COPFS). However, you may wish to contact COPFS, Human Resources Division, 25 Chambers Street, Edinburgh, EH1 1LA and The Scottish Government, Human Resources Division, Saughton House, Edinburgh, S1 Spur, Saughton House, Broomhouse Drive, Edinburgh, EH11 3XD for this information.

Fobs for access to the building we occupy are provided by the building managing agent.

If you are dissatisfied with the way in which your request has been handled, you do have the right to ask us to review it. Your request should be made within 40 working days of receipt of this letter and we will reply within 20 working days of receipt. If you require a review of our decision to be carried out, please write to The QLTR, Unit 5, 14

South St Andrew Street, Edinburgh EH2 2AZ, or for requests sent by e-mail to coqltr@copfs.gsi.gov.uk.

The review will be undertaken by staff not involved in the original decision making process.

If our decision is unchanged following a review and you remain dissatisfied with this, there is a right of appeal to the Scottish Information Commissioner under section 47(1) of FOISA.

Should you subsequently wish to appeal against the Commissioner's decision on such an appeal, there is a right of appeal to the Court of Session on a point of law only.