

QLTR Queen's & Lord Treasurer's Remembrancer

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Our ref: GE/20/14

Date: 30/03/2015

Dear

REQUEST UNDER THE FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

Thank you for your request dated 23 March under the Freedom of Information (Scotland) Act 2002 (FOISA) to be supplied with "all email correspondence sent out or received between the 17th March 2015 and 19th March 2015 by every member of our senior management team which contains any of the following words:

Daffodil
Mombasa
Maersk
Hephaestus
Vaccine

Clarification

In the context of this request "senior management team" refers to the individual responsible for leading your organisation and the individual/s one pay-grade below him or her. For instance a president and vice president/s or a chief executive officer and executive officer/s. If this is unclear please provide me with a summary of your organisational structure so that I can re-word my request."

As you may be aware, FOISA gives a right to information and not to documents such as emails. However I can confirm that neither the QLTR nor any member of the QLTR Office falling within your definition of "senior management team" have sent or received an email between the dates you refer to using any of the words you have raised.

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.