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Our ref: GE/19/17

Date: 27/03/2018

BY EMAIL ONLY TO
jackie.baillie.msp@parliament.scot

Dear Ms Baillie

FREEDOM OF INFORMATION REQUEST

Thank you for your email request dated 14 March 2018 under the Freedom of Information (Scotland) Act 2002 (FOISA). In your request you ask when our organisation will publish its annual procurement report for 2017-18 and for a copy of the annual procurement report for 2017-18.

The QLTR Office does not publish procurement reports. The staff of the QLTR Office are seconded from the Crown Office and Procurator Fiscal Service (COPFS) and goods and services are procured in line with COPFS policies. These can be found on the procurement section of the COPFS website¹. The QLTR Office does not publish this information separately.

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, Scottish Government Building, Victoria Quay, 1B-Bridge, Edinburgh, EH6 6QQ, 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.

¹ Available at: <http://www.copfs.gov.uk/publications/finance>

The Scottish Information Commissioner's contact details are as follows:

Online Appeal Service: www.itspublicknowledge.info/Appeal

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS

Telephone: 01334 464610

Fax: 01334 464611

Email: enquiries@itspublicknowledge.info

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.

Yours sincerely



Robert Sandeman,
Solicitor, for QLTR

Direct email - Robert.Sandeman@copfs.gsi.gov.uk