



Llywodraeth Cymru
Welsh Government

Our ref: ATISN 10761

Date: 28 September 2016

Dear ,

Request for Information – ATISN reference 10761- internal review

On 16 August, you submitted a request in which you sought the following information:

1. How many Microsoft Project 2010 / 2013 courses for Civil Servants working for Welsh Assembly Govt. purchased during this financial year (2016 /2017) and last financial year (2015/2016)?
2. Which departments purchased these courses and what was the designation of the officer who approved these purchases?
3. Do you have a procurement contract in place with the supplier to deliver these courses?
4. How many Microsoft Excel 2010 / 2013 courses for Civil Servants working for Welsh Assembly Govt. purchased during this financial year (2016 /2017) and last financial year (2015/2016)?
5. Which departments purchased these courses and what was the designation of the officer who approved these purchase?
6. Do you have a procurement contract in place with the supplier to deliver these courses?

In our disclosure response it was confirmed that with regard to questions 1,2, 4 & 5, the Welsh Government does not hold the information requested. In respect of questions 3 & 6, it was also confirmed there is no specific supplier contract in place to provide the courses identified.

On 16 September you requested an internal review into our disclosure stating you were dissatisfied with the response you had received.

As part of my internal review and following discussions with the Deputy Director of HR Expert Services and Deputy Director of ICT Division, they confirmed the position as set out within the original disclosure letter is correct. I can therefore confirm there is no information that can be provided in respect of your request and as such, your complaint is not upheld.

If you remain dissatisfied with this response you also have the right to complain to the Information Commissioner at:

Information Commissioner's Office

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 01625 545 745
Fax: 01625 524 510
Email: casework@ico.gsi.gov.uk

Also, if you think that there has been maladministration in dealing with your request, you have the option to make a complaint to the Public Services Ombudsman for Wales who can be contacted at:

Public Services Ombudsman for Wales
1 Ffordd yr Hen Gae
Pencoed
Bridgend
CF35 5LJ

Telephone: 0845 6010987 (local rate)
Email: ask@ombudsman-wales.org.uk

Yours sincerely

Marcella Maxwell
Deputy Director, Organisational Design & Change