August 2016

**FREEDOM OF INFORMATION REQUEST**

***“1. How many printer toners or cartridges are currently being stored on-site stored within your department office? Please state if you do not know.”***

18 – as at 17th August 2016

***“2. How often does your department office re-order printer toners or cartridges? If you do not know the exact time frame, please specify if it is:***

*“a) daily*

*“b) weekly*

*“c) fortnightly*

*“d) monthly*

“e) less than once per month

*“f) I don't know*

***“3. How much does your department you spend each month on printer toners and cartridges? If you do not know the the exact cost, please specify which bracket the cost falls under:***

“a) less than £100

*“b) £100 - £250*

*“c) £250 - £500*

*“d) £500 - £1,000*

*“e) more than £1,000*

*“f) I don't know”*