



Ministry
of Defence

[REDACTED]
Defence Equipment and Support

DE&S Secretariat
Joint Support Chain
#2043 Maple Oa
Ministry of Defence
Abbey Wood
Bristol BS34 8JH



Email: dessec-polsecle-jsc-wpns@
mod.uk

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Email :
[REDACTED]

Your Reference:

Our Reference:
[REDACTED]

Date:
4 December 2014

Dear [REDACTED]

Request for Information

Thank you for your email of 10 November 2014. You asked:

Which IT disposal company does the organisation currently use to dispose of redundant IT equipment?

How do you advertise upcoming contracts?

How long is the IT disposal contract for and when does it expire?

Who is the best contact to speak to responsible for IT disposal and WEEE recycling in the organisation?

What is important to the organisation when choosing an IT disposal supplier?

What type of security accreditations does the organisation take into consideration when choosing an IT disposal supplier?

How often does the organisation dispose of redundant IT equipment?

How many sites does the organisation require collections from?

On average how much equipment is collected on a normal collection?

What type of documentation does the organisation require back for auditing purposes?

Do you receive a financial return from your current IT disposal partner?

Do you require onsite data destruction services?

How many IT users do you have in your estate?

Do you have any current or upcoming projects that'll result in redundant IT equipment?

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA). A search for the information has now been completed within the Ministry of Defence (MOD), and I can confirm that all the information in scope of your request is held.

To answer each of your questions in turn:

Which IT disposal company does the organisation currently use to dispose of redundant IT equipment?

The departmental ICT network which provides the vast majority of defence users (around 230,000 accounts) is known as the Defence Information Infrastructure (DII). DII assets are disposed of via an enabling contract with ATLAS Consortium. Non DII assets are disposed of through the Disposal Services Authority (DSA). The DSA contractor for these items is E-Cycle Ltd.

How do you advertise upcoming contracts?

MOD contracts are usually advertised in the Official Journal of the European Union and the MOD Contracts Bulletin. However, the E-Cycle Ltd contract was awarded through a Crown Commercial Service Framework agreement.

How long is the IT disposal contract for and when does it expire?

The overarching contract with ATLAS Consortium for DII, which includes requirements for disposing of redundant DII equipment, was awarded in 2005 and expires in 2018. The E-Cycles contract expires on 31 March 2015, with an option to extend for 12 months.

Who is the best contact to speak to responsible for IT disposal and WEEE recycling in the organisation?

The DSA in the first instance: DESLCSLS-eDisposals@mod.uk.

What is important to the organisation when choosing an IT disposal supplier?

Companies contracting with MOD are chosen in accordance with MOD's commercial policies and selected on the basis of the award criteria expressed in the specific requirements. This would include the appropriate licences and permits, or exemptions to undertake the disposal activity. The company must also be registered as an Authorised Treatment Facility in the WEEE regulations; public and business liability is required as well as registration with ISO9001 and 14001.

What type of security accreditations does the organisation take into consideration when choosing an IT disposal supplier?

MOD's commercial policies outline departmental security requirements, in addition specific requirements relating to disposal of equipment may be contained in individual contract award criteria.

How often does the organisation dispose of redundant IT equipment?

Disposal of all MOD ICT equipment is a continuous cycle.

How many sites does the organisation require collections from?

All MOD sites in the UK and overseas.

On average how much equipment is collected on a normal collection?

There is no typical figure, as sometimes a collection could be for just a single item.

What type of documentation does the organisation require back for auditing purposes?

Companies are required to maintain an audit trail of all movements of assets and to maintain registers and databases reflecting all the equipment that has been disposed of throughout the contract term.

Do you receive a financial return from your current IT disposal partner?

Yes.

Do you require onsite data destruction services?

For DII assets, some onsite data destruction is conducted by ATLAS for items such as Hard Disc Drives and removable media. There is currently not such requirement for the E-Cycle Ltd contract.

How many IT users do you have in your estate?

DII has around 230,000 accounts and around 150,000 User Access Devices in service across Defence as a whole.

Do you have any current or upcoming projects that'll result in redundant IT equipment?

Yes.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, 1st Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.gov.uk>.

Yours sincerely,



[Redacted text]

For Head of Secretariat