

OFFICE OF THE ADVOCATE GENERAL

the UK Government's Scottish Legal Team

[REDACTED]

Area G-G
OAG
Victoria Quay
Edinburgh EH6 6QQ

Date: 04/09/13

Dear [REDACTED]

FREEDOM OF INFORMATION REQUEST

Thank you for your FOI enquiry detailed below.

The number of people currently employed across the organisation?

Who supplies your multifunctional devices (Printer/Copier/Scanners) across organisation?

What make of MFD (printers/copiers/scanners) across the organisation?

How many multifunctional devices, printers, copiers, scanners are there across the organization?

When is the contract for this hardware due to end?

What print management software's do you use across the organisation?

What scanning software's do you use across the organisation?

What PDF software's do you use across the organisation?

How much do you spend on PDF software's across the organisation?

What is the overall cost of the managed print service contract (if you have one)?

What document management software's/systems do you use across the organisation?

Also could you include the name, title, contact number, and email address for the people responsible for managing the print estate in the organisation?

I can confirm that the Office of the Advocate General (OAG) does not hold all of the information you have requested, however, where we do hold the information, we have provided you with an answer.

- OAG does not directly employ staff. All our staff are on secondment from other Government departments, primarily the Scottish Government and the Ministry of Justice. However, as at 02/09/13 there are 47 staff working within OAG.
- Our Multi-functional devices are supplied by RICOH. We have 3 such devices as follows:
Aficio MP C4501, Aficio MP C7500 and DSm675.
- No devices are on contract, all are the property of OAG.
- OAG's information technology is provided by the Scottish Government. All requests for information in relation to IT services, including all enquiries relating to software, needs to be submitted to them. You can use the link below to go to their FOI site.
<http://www.scotland.gov.uk/About/Information/FOI>

If you are dissatisfied with the treatment of your request, you can ask OAG to conduct an internal review of its decision. The internal review will be conducted by someone other than the person who took the initial decision. Requests for internal review should be addressed to the Information Officer, Office of the Solicitor to the Advocate General, Victoria Quay, Edinburgh, EH6 6QQ.

If you remain dissatisfied with how your request has been handled by OAG following its internal review, you can complain to the Information Commissioner's Office. Details of the complaints procedure can be found here - http://www.ico.gov.uk/complaints/freedom_of_information.aspx or by writing to Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

Yours sincerely

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