



Scotland Office

An Oifis Albannach

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London SW1A 2AU

Email: [REDACTED]

Telephone: 0131-244 [REDACTED]

Website: www.scotlandoffice.gov.uk

Our ref: DB 490

21 December 2012

Dear [REDACTED]

FREEDOM OF INFORMATION REQUEST

Thank you for your two emails sent to the Scotland Office on 7 December 2012. One email was sent to our Freedom of Information inbox, the other to our ministerial correspondence inbox. We are treating your enquiries as a single request under the Freedom of Information Act 2000. You wrote:

I am interested in which company your department uses to employ cleaning staff, kitchen staff and security staff. Additionally I am interested in finding out what wages they are paid.

I am writing to confirm that the Scotland Office has now completed its search for information.

The Scotland Office uses separate companies at its two sites in Edinburgh and London. In Edinburgh cleaning services are provided by Mitie and security services by G4S. In London cleaning services are provided by Lancasters and security services by Carlisle. These services are provided under framework contracts held by the Scottish Government or the Ministry of Justice except in the case of the security contract in Edinburgh. Kitchen staff are not employed on either site. Any information held by the Scotland Office about the wages paid by these companies to their staff is personal data under the Data Protection Act 1998 and therefore exempt under the Freedom of Information Act 2000, s 40.

I hope you find this helpful.

If you are dissatisfied with the decision made in relation to your request you may ask for an internal review. A request for an internal review should be addressed to:

FOI Officer
1 Melville Crescent
EDINBURGH

EH3 7HW

If you are not content with the outcome of the internal review you have the right to apply directly to the Information Commissioner for a decision. The contact details are:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
CHESHIRE
SK9 5AF

If you have any queries about this letter please contact me.

Yours sincerely

[Redacted signature block]

[Redacted contact information]