



Department
for Environment
Food & Rural Affairs

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Your ref:
Our ref: RFI 5800
Date: 8 October 2013

Dear,

REQUEST FOR INFORMATION: SOCIAL MEDIA TRAINING

Thank you for your request for information about social media training in Defra, which we received on 9 September. As you know, we have handled your request under the Freedom of Information Act 2000 (FOIA).

You asked:

*“How much money have you spent on social media training since May 2010?
Who received this training?
What kind of training did they receive?
Who conducted the training?”*

The information you requested is as follows:

The Department has spent £700 on social media training since May 2010. Members of the Department’s Communications Directorate took the training.

They completed one day of face to face training on an Introduction to Social Media.

The training was provided through Civil Service Learning.

In keeping with the spirit and effect of the FOIA, all information is assumed to be releasable to the public unless exempt. Therefore, the information released to you may now be published on our website together with any related information that will provide a key to its wider context.

I attach Annex A, which explains the copyright that applies to the information being released to you.

I also attach Annex B giving contact details should you be unhappy with the service you have received.

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



Yours sincerely,

Ann Tarran

Direct Line 020 7238 8583

Email ann.tarran@defra.gsi.gov.uk

Annex A

Copyright

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Annex B

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision under section 17(7) of the FOIA or under regulation 18 of the EIRs, as applicable, within 40 working days of the date of this letter. Please write to Mike Kaye, Head of Information Standards, Area 4D, Nobel House, 17 Smith Square, London, SW1P 3JR (email: requestforinfo@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, section 50 of the FOIA and regulation 18 of the EIRs gives you the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

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