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REF: FOI2019/13327

18 December 2019

Dear [REDACTED]

Thank you for your email of 3rd December requesting the following information:

- 1) *How many employees are working for your organisation, including full-time, part-time, and contracted staff?*
- 2) *What is your annual intranet budget?*
- 3) *What is your current intranet solution? (e.g. Invotra, Sharepoint, Kahootz, Umbraco)*
- 4) *How long have you been using this solution, and when does your contract expire?*
- 5) *Do you work with an external partner to supply your intranet? If not, do you develop your intranet internally?*
- 6) *Which team/individual is responsible for managing your intranet internally?*
- 7) *Which other organisations have access to your intranet?*
- 8) *Do you share IT services with other organisations?*
- 9) *Are you using the Office 365 suite? If so, which applications from the suite are in use?*
- 10) *Who is responsible for your intranet's procurement within the organisation?*
- 11) *Do you use Microsoft's Active Directory to manage your people data? If so, is your Active Directory (AD) managed on-premise or in the cloud?*
- 12) *Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero)"*

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 UKHO, and I can confirm that all the information in scope of your request is held.

The information you have requested can be found below, at annex A.

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, Ground 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.org.uk>.

Yours sincerely,

UKHO Secretariat

Annex A:

1) How many employees are working for your organisation, including full-time, part-time, and contracted staff?

A: Approximately 850

2) What is your annual intranet budget?

A: No defined ongoing budget

3) What is your current intranet solution? (e.g. Invotra, Sharepoint, Kahootz, Umbraco)

A: SharePoint

4) How long have you been using this solution, and when does your contract expire?

A: Since August 2017

5) Do you work with an external partner to supply your intranet? If not, do you develop your intranet internally?

A: External partner

6) Which team/individual is responsible for managing your intranet internally?

A: Internal Communications

7) Which other organisations have access to your intranet?

A: None

8) Do you share IT services with other organisations?

A: Yes

9) Are you using the Office 365 suite? If so, which applications from the suite are in use?

A: E3 Licences and subsequent applications

10) Who is responsible for your intranet's procurement within the organisation?

A: Internal Communication Manager

11) Do you use Microsoft's Active Directory to manage your people data? If so, is your Active Directory (AD) managed on-premise or in the cloud?

A: Yes, and Both on premise and in the cloud

12) Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero).

A: Yes