



Foreign &
Commonwealth
Office

FCO Services
King Charles Street
London SW1A 2AH

Website: <https://www.gov.uk>

25 March 2020

FREEDOM OF INFORMATION ACT 2000 - REQUEST REF: FOI 2020/01651

Thank you for your email of 26th February 2020 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

I want to submit a request for some information from the organisation, in relation to their contract's register.

The contract register should display all the organisations existing/live contracts I would like the register to display the following columns/headings:

1. Contract Reference
2. Contract Title
3. Procurement Category
4. Supplier Name
5. Spend (Total or Annual)
6. Contract Duration
7. Contract Extensions
8. Contract Starting Date
9. Expiration Date
10. Contract Description [Please provide me with as much detail as possible.]
11. Contact Owner (Full contact details if possible.)
12. CPV codes/ProClass

IMPORTANT

1. For those organisation planning to make an exemption around spend, the spend information I have requested is an overall figure and I am not requesting a complete breakdown of services relating to the spend.

2. If the organisation has a CRM system or a similar system there should be a facility to download and extract contract data.

3. You may forward me a Weblink to a portal to download the contract register, please make sure all of the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all of their contracts.

Please do not think that this is the only information I require if you could provide me with more information that would be great.

Contract Data/API Contact Details

13. Can you also provide me with contact details of the person responsible for the actual contract's register or someone responsible for API? [Name, Job Title, Telephone, Email Address] At the very least provide me with their actual job title.

(Meaning of API "a set of functions and procedures that allow the creation of applications which access the features or data of an operating system, application, or other service.")

Please provide me with the contract's register file in an excel format.

I am writing to confirm that we have now completed the search for the information which you requested.

I can confirm that the FCO Services does hold information relevant to parts of your request.

Information about all contracts that have a worth of £10,000 or more are subject to publication on the [contract finder](#) website by the Transparency Act. Once on the contract finder website search under FCOS and then under "Notice status" Tick *open* and *awarded*. Result can then be downloaded and formatted and filtered in line with your request.

The contracts finder website presents the answers to your questions. This information is therefore exempt under Section 21 of the Freedom of Information Act.

Section 21 states

- (1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.
- (2) For the purposes of subsection (1)—
 - (a) Information may be reasonably accessible to the applicant even though it is accessible only on payment, and
 - (b) Information is to be taken to be reasonably accessible to the applicant if it is information which the public authority or any other person is obliged by or under any enactment to communicate (otherwise than by making the information available for inspection) to members of the public on request, whether free of charge or on payment.
- (3) For the purposes of subsection (1), information which is held by a public authority and does not fall within subsection (2) (b) is not to be regarded as reasonably accessible to the applicant merely because the information is available from the public authority itself on request, unless the information is made available in accordance with the authority's publication scheme and any payment required is specified in, or determined in accordance with, the scheme.

The information requested in question 11 and 13 is exempt under Section 40 of the Freedom of Information Act.

Section 40

The information you have requested is personal data relating to third parties, the disclosure of which would contravene one of the data protection principles. In such circumstances sections 40(2) and (3) of the Freedom of Information Act apply. In this case, our view is that disclosure would breach the first data protection principle. This states that personal data should be processed fairly and lawfully. It is the fairness aspect of this principle which, in our view, would be breached by disclosure. In such circumstances section 40 confers an absolute exemption on disclosure. There is, therefore, no public interest test to apply.

Once an FOI request is answered, it is considered to be in the public domain. To promote transparency, we may now publish the response and any material released on gov.uk in the [FOI releases](#) section. All personal information in the letter will be removed before publishing.

If you would like a review of our decision, or if you wish to make a complaint, please write to the Central FOI Unit, Foreign and Commonwealth Office, Room WH2.177, King Charles Street, London, SW1A 2AH. E-mail: foi-dpa.pmcs@fco.gov.uk. You have 40 working days to do so from the date of this letter.

You can apply directly to the Information Commissioner. However, the Information Commissioner will not normally make a decision unless you have first exhausted the complaints procedure provided by the FCO. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, and Cheshire SK9 5AF.

Yours sincerely,

FCO Services



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.