



UK Hydrographic Office

Admiralty Way
Taunton
Somerset
TA1 2DN

Telephone: [REDACTED]
E-mail: [REDACTED]
Website: www.gov.uk/ukho

[REDACTED]
REF: FOI2020/06244

26 June 2020

Dear [REDACTED]

Thank you for your email of 19 May 2020 requesting the following information:

Information Requested

Do you send physical post by the likes of Royal Mail, Whistl or UK Mail?

Response (Y/N)

What was the number of envelopes sent in 2019?

Response Envelopes

Do you produce the work in-house or is it outsourced to a specialist provider?

Response (In-house/Outsourced)

If above is a specialist provider please answer the following sub questions;

Annual value of the contract	<input type="text"/>	(£) GBP
Contract term	<input type="text"/>	months
Renewal date	<input type="text"/>	dd/mm/yyyy
Framework or direct award	<input type="text"/>	Framework or DA

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:

Do you send physical post by the likes of Royal Mail, Whistl or UK Mail?

- Yes

What was the number of envelopes sent in 2019?

- 1st Jan 2019 – 31st Dec 2019 1978 envelopes were sent via Royal Mail / UK Mail.

Do you produce the work in-house or is it outsourced to a specialist provider?

- Outsourced to our contracted Total Facilities Management (TFM) support provider 'amey'.

Answers to Specialist Provider sub-questions:

Annual value of the contract:

- £7912.

Contract term:

- 3 years 'plus one plus one' making a total possible TFM support contract of 5 years; we hold the option to extend into years 4 and 5.

Renewal date is:

- 1st Jan 2022.

Framework or direct award:

- This contact was placed using the MoD framework.