



Defence Electronics &
Components Agency

Defence Electronics & Components Agency
Building 15
Welsh Road
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Flintshire
CH5 2LS

Telephone: [REDACTED]
Email: foifocalpoint@deca.mod.uk

Ref: FOI2020/06217
9 June 2020

[REDACTED]

Dear [REDACTED]

I am writing in response to your email dated 12 May 2020 requesting the following information,

1. *Do you send physical post by the likes of Royal Mail, Whistl or UK Mail? (Outbound, for the purpose of this request defined as physical printed communications sent to users of your services)*
2. *What was the number of envelopes sent in 2019? (Number of envelopes dispatched to users of your services in 2019)*
3. *Do you produce the work in-house or is it outsourced to a specialist provider? (Whether the outbound services are printed, fulfilled and dispatched by yourselves or by a third party)*
4. *If above is a specialist provider, please answer the following sub questions; (High level information relating to the contract with the third party for outbound services)*
 - a. *Annual value of contract*
 - b. *Contract term*
 - c. *Renewal date*
 - d. *Framework or direct award*

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA).

In response to your queries, I have completed a search for the information within the Defence Electronics & Components Agency (DECA), and I can confirm that **we do hold information in scope of your request.**

1, Do you send physical post by the likes of Royal Mail, Whistl or UK Mail? (Outbound, for the purpose of this request defined as physical printed communications sent to users of your services)

DECA send outbound communications to customers, but do not produce printed mailshots for release.

2. What was the number of envelopes sent in 2019? (Number of envelopes dispatched to users of your services in 2019)

In 2019 DECA sent a total of 5634 items of post (1st, 2nd Class, Recorded, Special Delivery and Airmail)

3. Do you produce the work in-house or is it outsourced to a specialist provider? (Whether the outbound services are printed, fulfilled and dispatched by yourselves or by a third party)

DECA produce all communications for distribution to customers in-house.

4. If above is a specialist provider, please answer the following sub questions; (High level information relating to the contract with the third party for outbound services)

a. *Annual value of contract*

N/A

b. *Contract term*

N/A

c. *Renewal date*

N/A

d. *Framework or direct award*

N/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 or by e-mailing 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 ended.

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 is complete. You can find further details of the role and powers of the Information Commissioner on the [Commissioner's website](#).

Regards


DECA FOI