



UK Hydrographic Office

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REF: FOI2022/02989

21 March 2022

Dear [REDACTED]

Thank you for your email of **22nd February 2022** requesting the following information:

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

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

1. *Contract Reference -Unique reference number associated with the contract.*
2. *Contract Title*
3. *Procurement Category –Please state the category name of the contract, I wish to know the category the contract is under.*
4. *Supplier Name*
5. *Spend (Total, Annual or contract value)*
6. *Contract's Duration*
7. *Contract's Extensions*
8. *Contract's Start Date*
9. *Contract's Expiry Date*
10. *Contract Description [Please provide me with as much detail as possible.]*
11. *Contact Owner (Person that manages the contract register)*
12. *CPV codes/Pro-Class*

Contract Data/API Contact Details

1. *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.")

2.

IMPORTANT

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

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

3. For those organisations 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.

4.

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

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 some information in scope of your request is held.

The information you have requested can be found below at Annex A and attached at Annex B but some of the information falls entirely within the scope of the absolute exemptions provided for at sections 40 (Personal Data).

Section 40(2) has been applied to some of the information in order to protect personal information as governed by the Data Protection Act and General Data Protection Regulation 2018. Section 40 is an absolute exemption and there is therefore no requirement to consider the public interest in making a decision to withhold the information.

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

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

1. **Contract Reference** -Unique reference number associated with the contract. [Find at Annex B \(attached\).](#)
2. **Contract Title.** [Find at Annex B \(attached\).](#)
3. **Procurement Category** –Please state the category name of the contract, I wish to know the category the contract is under.
4. **Supplier Name** [Find at Annex B \(attached\).](#)
5. **Spend (Total, Annual or contract value)** [Find at Annex B \(attached\).](#)
6. **Contract's Duration** [Find at Annex B \(attached\).](#)
7. **Contract's Extensions**
8. **Contract's Start Date** [Find at Annex B \(attached\).](#)
9. **Contract's Expiry Date** [Find at Annex B \(attached\).](#)
10. **Contract Description** [Please provide me with as much detail as possible.] [Find at Annex B \(attached\).](#)
11. **Contact Owner** (Person that manages the contract register) – [information withheld under section 40](#)
12. **CPV codes/Pro-Class** - [Information not held](#)

Contract Data/API Contact Details

1. **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.** [Information withheld under section 40.](#)
[Procurement's email address is procurement@ukho.gov.uk](mailto:procurement@ukho.gov.uk)

(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.")

2.

IMPORTANT

1. **If the organisation has a CRM system or a similar system, there should be a facility to download and extract contract data.**
2. **You may forward me a Weblink to a portal to download the contract register, please make sure all the organisation's contracts are provided as doing prior research I have found that most organisations have only uploaded a small portion of all their contracts.**
3. **For those organisations 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.**
- 4.

Please provide me with the contract's register file in an excel format." [Attached at Annex B](#)