

Freedom of Information request 112-20

Request

1. Which postal supplier do you use to pick up your physical post?
2. Do you use franking machines or PPI envelopes in your post room?
If yes, Who is the manufacturer of your franking machines?
3. Do you use a hybrid mail solution for some or all of your outbound post requirements?
If yes:
 - a) What procurement framework was used?
 - b) When was the contract awarded?
 - c) Who is the supplier?
 - d) How long is the contract for?
 - e) What percentage of your total outbound post is currently submitted via your hybrid mail supplier?
4. Who is responsible for digital transformation in your organization?

Response

1. Royal Mail.
2. NHS Borders uses PPI envelopes.
3. No.
4. The person with overall responsibility for digital transformation within NHS Borders is the Director of Strategic Change & Planning.

If you are not satisfied with the way your request has been handled or the decision given, you may ask NHS Borders to review its actions and the decision. If you would like to request a review please apply in writing to, Freedom of Information Review, NHS Borders, Room 2EC3, Education Centre, Borders General Hospital, Melrose, TD6 9BS or foi.enquiries@borders.scot.nhs.uk.

The request for a review should include your name and address for correspondence, the request for information to which the request relates and the issue which you wish to be reviewed. Please state the reference number **112-20** on this request. Your request should be made within 40 working days from receipt of this letter.

If following this review, you remain dissatisfied with the outcome, you may appeal to the Scottish Information Commissioner and request an investigation of your complaint. Your request to the Scottish Information Commissioner should be in writing (or other permanent form), stating your name and an address for correspondence. You should provide the details of the request and your reasons for dissatisfaction with both the original response by NHS Borders and your reasons for dissatisfaction with the outcome of the internal review. Your application for an investigation by the Scottish Information Commissioner must be made within six months of your receipt of the response with which you are dissatisfied. The address for the Office of the

Scottish Information Commissioner is, Office of the Scottish Information Commissioner, Kinburn Castle,
Doubledykes Road, St Andrews, Fife.