

## Freedom of Information request 213-20

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### Request

I wish to request the following under freedom of information laws and would accept any response to this e-mail address –

1. Copies of the first 10 (from earliest) e-mails sent to, from or within your organisation in January and February this year which make reference to a “new” “virus” and/or “coronavirus” outbreak originating in “China”, and/or “Wuhan” and/or “Hubei”.
2. The first 10 e-mails sent to, from or within your organisation in January or February this year which mention the word “pandemic”.

### Clarification Received:

To clarify the below request, I am happy for it to be narrowed to cover e-mails involving the senior management/leadership team of the organisation.

### Response

1. Please find below the first 10 emails sent to, from or within NHS Borders in January or February this year that mention the word ‘new’ “virus” and/or “coronavirus” outbreak originating in “China”, and/or “Wuhan” and/or “Hubei”:



Virus 1.pdf



Virus 2.pdf



Virus 3.pdf



Virus 4.pdf



Virus 5.pdf



Virus 6.pdf



Virus 7.pdf



Virus 8.pdf



Virus 9.pdf



Virus 10.pdf

2. Please find below the first 10 emails sent to, from or within NHS Borders in January or February this year that mention the word ‘pandemic’:



Pandemic 1.pdf



Pandemic 2.pdf



Pandemic 3.pdf



Pandemic 4.pdf



Pandemic 5.pdf



Pandemic 6.pdf



Pandemic 7.pdf



Pandemic 8.pdf



Pandemic 9.pdf



Pandemic 10.pdf

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](mailto: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 **213-20** 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.