

Official

Ref: FOI-296

Sent via email only: [REDACTED]

07 January 2021

Dear [REDACTED]

1. Thank you for your email of 30 December 2020 in which you requested information from UK Anti-Doping ('UKAD') under the Freedom of Information Act 2000.
2. For ease of reference, your request is repeated below alongside UKAD's response:

1. *Do you currently have any paper documents in storage?*

Response: Yes.

2. *If all of your documents have been securely digitised, do you have any bespoke software to electronically access and manage scanned images?*

Response: Not all of UKAD's documents have been digitised. We do not have any bespoke software to electronically access and manage scanned images but use standard packages to access digitalised records.

3. *Who is the senior officer/s (outside of procurement) responsible for the management of physical records?*

Response: Philip Bunt, Chief Operating Officer.

Conclusion

3. If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of this response and should be addressed to: Philip Bunt, Chief Operating Officer, UK Anti-Doping, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8AE. Please remember to quote the reference number above in any further communications.

4. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



UK Anti-Doping