



Information Policy & Compliance
bbc.co.uk/foi

Mr Ganesh Sittampalam
request-13544-295e9564@whatdotheyknow.com

3 May 2011

Dear Mr Sittampalam,

Request for Information – RFI20091098

In accordance with the Decision Notice from the Information Commissioner (ref. FS50296349) dated 30 March 2011 and your original request for information to the BBC under the Freedom of Information Act 2000, please find attached the following documentation:

Contract between BBC and Capita Business Services Ltd

- Disclosure Document 1 – Contract dated 7 February 2002
- Disclosure Document 2 – Appendix 2 and 3 (to the variation agreement)

Contract between BBC and Revenues Management Services Ltd

- Disclosure Document 3 – Contract dated February 2008
- Disclosure Document 4 – Schedule 1: Definitions
- Disclosure Document 5 – Schedule 2: Services
- Disclosure Document 6 – Schedule 3: Governance
- Disclosure Document 7 – Schedule 4: Service Level Agreement
- Disclosure Document 8 – Schedule 5: Service Charges
- Disclosure Document 9 – Schedule 6: Change Control
- Disclosure Document 10 – Schedule 7: Transition
- Disclosure Document 11 – Schedule 8: Accounting Responsibilities
- Disclosure Document 12 – Schedule 9: Security Requirements and Disaster Recovery
- Disclosure Document 13 – Schedule 10: Exit
- Disclosure Document 14 – Schedule 11: BBC Policies
- Disclosure Document 15 – Schedule 12: Standards and Regulations
- Disclosure Document 16 – Schedule 13: Trade Mark Licence
- Disclosure Document 17 – Schedule 14: Service Provider Documentation



- Disclosure Document 18 – Schedule 15: Guarantee
- Disclosure Document 19 – Schedule 16: Subcontractors
- Disclosure Document 20 – Side Letter between BBC and Revenue Management Services Ltd – dated 1 April 2008
- Disclosure Document 21 – Side Letter between BBC and Revenue Management Services Ltd – dated 24 June 2008

Please note that the vast majority of this information has previously been released to you. As you may be aware, the Capita contract is coming to the end of its ten year term. Please also note that a copy of this letter has been provided to the Information Commissioner's Office, for their information.

Yours sincerely,

Stephanie Simmonds
Senior Advisor, Information Policy & Compliance

Cc Information Commissioner's Office