

Mr David Black  
Email: David Black [request-3741-7xxxxxxx@xxxxxxxxxxxxxxxxxxx]

18 November 2008

Our Ref: FOI 2008/122 – F0041580

Dear Mr Black,

**Re: Freedom of Information (Scotland) Act 2002 – Request for Information**

Thank you for your email which was received by the University on 24 October 2008 timed 07:38, requesting information about:

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- 1. What are the Key Performance Indicators for the University of Glasgow's Finance Office?**
  - 2. Please provide me with the latest Key Performance Indicators evaluation report for the Finance Office.**
  - 3. What are the Key Performance Indicators for the University of Glasgow's Human Resources Office?**
  - 4. Please provide me with the latest Key Performance Indicators evaluation report for the Human Resources Office.**
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**University's Response**

We don't currently set Key Performance Indicators for the Finance Office, so there is no report as requested, this is also the case for the Human Resources Department. We manage the Finance Office performance through objectives set at a managerial level in line with the University's Personal Development Review (PDR) process and also in line with the service level as contained on our website at the following URL:

<http://www.gla.ac.uk/services/finance/general/slc.htm>

Section 17 of FOISA states that where public authorities receive requests for information that they do not hold, they must issue a notice advising that they do not hold the requested information. The University of Glasgow does not hold the information that you have requested and is not aware of any other public authority that could respond to your request.

The supply of documents under the terms of the Freedom of Information (Scotland) Act 2002 does not give the applicant or whoever receives the information any right to re-use it in such a way that might infringe the Copyright, Designs and Patents Act 1988 (for example, by making multiple copies, publishing or otherwise distributing the information to other individuals and the public). The Freedom of Information (Scotland) Act 2002 (Consequential Modifications) Order 2004 ensured that Section 50 of the Copyright, Designs and Patents Act 1988 ("CDPA") applies to the Freedom of Information (Scotland) Act 2002 ("FOISA").

Breach of copyright law is an actionable offence and the University expressly reserves its rights and remedies available to it pursuant to the CDPA and common law. Further information on copyright is available at the following website:

<http://www.ipo.gov.uk/copy.htm>

#### **Your right to seek a review**

Should you be dissatisfied with the way in which the University has dealt with your request, you have the right to require us to review our actions and decisions. Please refer to the Review Procedure (<http://www.gla.ac.uk/foi/reviewprocedure.html>) for further information. All complaints regarding requests for information will be handled in accordance with this procedure.

Yours sincerely,

Data Protection and Freedom of Information Office