

Telephone 08459 33 55 77

Website www.defra.gov.uk

Mrs C Carter

Via Email:

Request-832-3F16085e@whatdotheyknow.com

Our ref: RFI 2229/HDR 6703

Date: 11 August 2008

Dear Mrs Carter

Provision of requested information

Firstly I would like to sincerely apologise for the delay in responding to you. Your initial request was sent to the wrong Division for response and forwarded to me on 30 July, but I was on leave for two weeks.

Thank you for your request for information about Common Purpose courses for each of the following years: 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007 and 2008 to date, including copy of the Invoices for each Common Purpose course paid for by the Organisation, which we received on 20 June 2008. Your request has been considered under the Freedom of Information Act 2000 / the Environmental Information Regulations 2004.

Defra came into existence on 8 June 2001, so it is from that date that I have sought the information you are requesting:

Vendor Name	Invoice Date	Amount
Common Purpose UK	10 July 2003	£329.00
Common Purpose UK	08 February 2005	£329.00

Please also find enclosed copy invoices as requested.

The information supplied to you continues to be protected by the Copyright, Designs and Patents Act 1988. You are free to use it for your own purposes, including any non-commercial research you are doing and for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder. Most documents supplied by Defra will have been produced by government officials and will be Crown Copyright. You can find details on the arrangements for re-using Crown copyright on OPSI (Office of Public Sector Information) at:

<http://www.opsi.gov.uk/click-use/index.htm>

Information you receive which is not subject to Crown Copyright continues to be protected by the copyright of the person, or organisation, from which the information originated. You must ensure that you gain their permission before reproducing any third party (non Crown Copyright) information.

In keeping with the spirit and effect of the Freedom of Information Act 2000/Environmental Information Regulations 2004, all information is assumed to be releasable to the public unless exempt. The information you requested may now be published on our website together with any related information that will provide a key to its wider context. If you have any queries about this letter, please contact me. I also attach an annexe giving contact details should you be unhappy with the services you have received.

Yours sincerely

Sue Bowers

Direct Line 01904 455600
Fax 01904 455393
Email sue.bowers@Defra.gsi.gov.uk

Annexe A

Complaints

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision within 40 working days of the date of this letter. Please write to Clive Porro, Head of Defra's Access to Information Unit at, Area1E 3-8 Whitehall Place London SW1A 2HH, who will arrange for an internal review of your case. Details of Defra's complaints procedure can be found at:

www.defra.gov.uk/corporate/opengov/complain/index.htm.

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. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF