

James McNeel
request-130@xx

19 September 2012

Our Ref: FOI 2012/204 – F0237977

Dear Mr McNeel,

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

Thank you for your email which was received by the University on 18 September 2012 timed 11:28 hours, requesting the following information:

- a. Please send me copies of all procurement/contract related email exchanges between Sandy Macdonald and Thomas Mcara since 1st January 2012.**
- b. Please send me copies of all procurement/contract related email exchanges between Sandy Macdonald and David Newall since 1st January.**
- c. Please send me copies of all procurement/contract related email exchanges between David Newall and Thomas Mcara since 1st January 2012.**
- d. Please supply me with a copy of the University of Glasgow's procurement policy and procedures.**

As the University of Glasgow is a Scottish Public Authority, your request is subject to the terms of the Freedom of Information (Scotland) Act 2002 ("FOISA"). The University acknowledges receipt of your request and confirms a response will be sent to you promptly; and in any event not later than 16 October 2012. The Freedom of Information Office will contact you if we require any further information.

Yours sincerely,

Data Protection and Freedom of Information Office



The information that you supplied with your Request for information will be entered into a filing system and will only be accessed by authorised persons of the University of Glasgow or its agents. The information will be retained by the University and will only be used for the purpose of (a) processing your Request for information, and (b) for statistical and audit purposes. By supplying such information you consent to the University storing the information for the stated purpose. The information is held by the University in accordance with the provisions of the Data Protection Act 1998.