

## Freedom of Information Team

29<sup>th</sup> October 2019

**REFERENCE: FOI19176**

Dear Madam,

Thank you for your request for information dated 18<sup>th</sup> October 2019 and detailed below.

Please could you provide the following information:

- 1)How many employees are working for your organisation, including full-time, part-time, and contracted staff?*
- 2)What is your annual intranet budget?*
- 3)What is your current intranet solution? (e.g. Invotra, Sharepoint, Kahootz, Umbraco)*
- 4)How long have you been using this solution, and when does your contract expire?*
- 5)Do you work with an external partner to supply your intranet? If not, do you develop your intranet internally?*
- 6)Which team/individual is responsible for managing your intranet internally?*
- 7)Which other organisations have access to your intranet?*
- 8)Do you share IT services with other organisations?*
- 9) Are you using the Office 365 suite? If so, which applications from the suite are in use?*
- 10)Who is responsible for your intranet's procurement within the organisation?*
- 11)Do you use Microsoft's Active Directory to manage your people data? If so, is your Active Directory (AD) managed on-premise or in the cloud?*
- 12)Do you use any other Software as a Service (SaaS) applications? (e.g. Atlassian/Jira, Slack, Trello, Xero)*

The Freedom of Information Act 2000 gives you two rights of access when you write to us asking for information. You have the right to know whether we hold recorded



information falling in scope of your request, and you have the right to receive this recorded information subject to cost limit or exemption.

The information you have requested is provided below:

*1) How many employees are working for your organisation, including full-time, part-time, and contracted staff?*

This information is not held by the Department of Justice. You may find it useful to know that on 3<sup>rd</sup> April 2017, the personnel function of the Department of Justice was transferred to the Department of Finance becoming part of shared human resources function known as Northern Ireland Civil Services Human Resources (NICS HR). You may therefore wish to re-direct your request to the Department of Finance who contact details are:

NICS HR Secure  
3<sup>rd</sup> Floor  
2-4 Bruce St  
Belfast BT1 7JD

[FOI@finance-ni.gov.uk](mailto:FOI@finance-ni.gov.uk)

In relation to questions 2 -12, please be advised that this information is held by the Department of Finance on behalf of all Northern Civil Service Departments. The contact details for the Department of Finance are provided above.

If you are unhappy with the result of your request for information you may request an internal review within two calendar months of the date of this letter. If you request an internal review please do so in writing stating the reasons to the address above.

If following an internal review you were to remain dissatisfied you may make a complaint to the Information Commissioner and ask him to investigate whether the DOJ has complied with the terms of the FOIA. You can write to the Information Commissioner at:



Information Commissioner  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

The Commissioner will not investigate a complaint unless an internal review procedure has been carried out.

Further details on the role of the Information Commissioner and the handling of appeals can be found at: [www.informationcommissioner.gov.uk](http://www.informationcommissioner.gov.uk)

Yours sincerely

**Freedom of Information Manager**

