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CabinetOffice

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30 March 2012

Dear Mr Moody

RE: FOI316029 - Cabinet Office Procurement Policy Notes on Open Standards

Thank you for your e-mail of 10 January 2012 requesting the following information under the Freedom of Information Act 2000 (*the Act*):

I am writing in connection with two Cabinet Office Procurement Policy Notes:

PPN 3/11, "Procurement Policy Note - Use of Open Standards when specifying ICT requirements"

and

PPN 9/11, "Procurement Policy Note - Open Standards when specifying IT requirements"

I would be grateful if you could please supply me with the following information:

What meetings, telephone or email exchanges were held with representatives of Microsoft or the Business Software Alliance at any time during 2011?

I would like to obtain copies of any documents arising out of these meetings or discussions – letters, emails, briefs, memoranda background documents etc to or from either side etc.

Thank you for your help.

The Freedom of Information Act provides the applicant with an access right to recorded information held by public authorities (in this case the Cabinet Office). I can confirm that the Cabinet Office holds information relevant to your request and can provide you with the following information in respect of the above.

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Details of the meetings, telephone calls, documents and email exchanges arising out of these discussions between Cabinet Office and Microsoft, or Cabinet Office and the Business Software Alliance, are described in Annex 1. All redacted information in these documents is exempt under Section 40(2) – Personal information. As the information requested related to third parties, exemptions relating to Section 43(2) – Prejudice of commercial interest were considered for some of the records but a decision has been reached that the public interest favours disclosure of the information.

Regarding exchanges between Cabinet Office and Microsoft, Cabinet Office attended two Intellect roundtable events and a telephone conference (12 May, 26 and 30 September respectively) to discuss open standards and the Procurement Policy Notes. No documents were exchanged between Cabinet Office and Microsoft in relation to the 12 May and 26 September events. Documents were exchanged prior to and following the telephone conference; these are attached. In addition to these interactions, and with regard to the open standards PPN, Microsoft met with Cabinet Office in May, August, September and October. A summary of each interaction and the associated documents is attached in Annex 1, Table 1. A telephone conference also took place in December 2011, but no related documents were exchanged following this discussion. Microsoft also wrote to Cabinet Office on 20 May; the related documentation is described in Annex 1 and attached.

The Cabinet Office met with the Business Software Alliance and a selection of its members on 14 April 2011. A follow-up meeting was held between Cabinet Office and the BSA on 23 September. Email interactions and documents exchanged from these meetings are attached in Annex 1, Table 2.

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications.

If you are unhappy with the service you have received in relation to your request or wish to request an internal review, you should write to:

Roger Smethurst
Head of Information and Knowledge Management
Cabinet Office
Admiralty Arch
The Mall
London
SW1A 2WH

e-mail: foiteam@cabinet-office.x.gsi.gov.uk

You should note that the Cabinet Office will not normally accept an application for internal review if it is received more than two months after the date that the reply was issued.

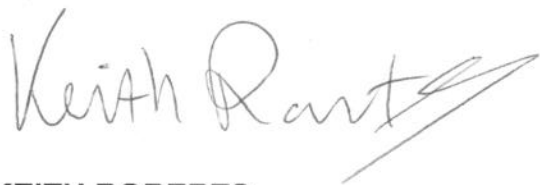
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If you are not content with the outcome of your internal review, you may apply direct to the Information Commissioner for a decision. Generally the Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by Cabinet Office.

The Information Commissioner can be contacted at:

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Keith Roberts', followed by a long, sweeping horizontal stroke.

KEITH ROBERTS

MINISTERIAL BUSINESS ADVISOR