



Information Rights Team
Post Office Limited
Ground Floor
Finsbury Dials
20 Finsbury Street
London EC2Y 9AQ

Your reference:
Our reference: FOI2021/00730

Edward McMenamin
request-781469-6303c919@whatdotheyknow.com

17 September 2021

Dear Mr McMenamin,

Freedom of Information Request – FOI2021/00730

I am writing in response to your email received by Post Office Limited (“**Post Office**”) on 11 August, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”).

In your email you have requested the information shown in bold below. I can confirm that Post Office does hold some of the information you have requested.

· **Please can you provide the total number of employees that hold a permanent or full-time equivalent position?**

We currently have 2,596 employees with a FTE of 1 (Full-time employees) out of 3,312 employees.

· **Are Occupational health services provided to employees?**

Yes

· **What are the addresses of the buildings where onsite occupational health services are provided?**

Post Office does not hold this information as we do not have any on-site health services provided.

· **Is the Occupational Health service outsourced or managed in-house?**

The Occupational Health service is outsourced.

· **If the service is outsourced, who is the incumbent provider?**

OH Assist Ltd, trading as Optima Health

· **What is the total contract value?**

The total contract value is £412,000 including VAT.

· **What other services are included in the contract?**

Employee Assistance Programme and Trauma Support.

· **Who provides the other services?**

OH Assist Ltd trading as Optima Health.

· **When is the contract due for review?**

Information not held. A review date has not yet been determined.

· **When is the tender due for release?**

Information not held. A release date has not yet been determined.

· **How will it be re-tendered?**

Information not held.

· **When will the tender notice be issued?**

Information not held.

· **Where will the tender notice be issued?**

Information not held.

· **Who is responsible for the management of the service?**

Director of Health & Safety, Environment and Business Continuity

· **Who is responsible for the management of the contract?**

Director of Health & Safety, Environment and Business Continuity

· **Who will be the main person leading the formal tender process?**

Information not held.

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

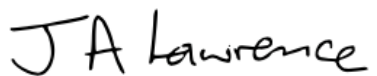
I hope the information I have provided on this occasion is useful, however if you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address below stating your reasons for your internal review request.

Information Rights Team
Post Office Limited
Ground Floor
Finsbury Dials
20 Finsbury Street
London
EC2Y 9AQ
information.rights@postoffice.co.uk

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 0303 123 1113
<https://ico.org.uk>

Yours sincerely,

A handwritten signature in black ink that reads "J A Lawrence". The signature is written in a cursive style with a vertical line to the right of the name.

Information Rights Team
information.rights@postoffice.co.uk
<http://corporate.postoffice.co.uk/secure-corporate/about-us/access-to-information/>

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