

Mr Abdul Hai
[request-661759-9c2c9a02@whatdotheyknow.com]

BBB Reference: 20-008-1

2nd June 2020

Dear Mr Hai,

RE: Freedom of Information Request

Thank you for your freedom of information request received by the British Business Bank on 1st May 2020, where you requested the following information:

"What policies do you have in place to do with the recruitment of new staff during the pandemic?"

How will interviews be conducted?"

Response:

We are treating your correspondence as a request for information under the Freedom of Information Act 2000 ('the Act'). Under the Act you have the right to:

- know whether we hold the information you require
- be provided with that information (subject to any exemptions under the Act which may apply).

We can confirm that the British Business Bank holds information within the scope of your request.

The British Business Bank does not have a separate policy in relation to the recruitment of new staff during the pandemic.

Interviews have been and continue to be conducted remotely via video conferencing facilities and via telephone.

If you have any further queries in relation to your request, please do not hesitate to contact us.

Your right to complain under the Freedom of Information Act

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: FOI Officer, British Business Bank, Steel City House, West Street, Sheffield, S1 2GQ.

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow Cheshire SK9 5AF www.ico.gov.uk

Yours sincerely,

British Business Bank FoI Officer