



Information Services Directorate

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Mr. David Holland

5 October 2011

Dear Mr. Holland

**ENVIRONMENTAL INFORMATION REGULATIONS 2004 – INFORMATION  
REQUEST (FOI\_11-167; EIR\_11-012)**

I acknowledge your appeal, as defined by Reg. 11(1) of the Environmental Information Regulations 2004 (EIR) received yesterday, 4 October 2011, against our response of 20 September 2011 in relation to your request for information in accordance with the EIR received on 25 July 2011.

Your appeal is being considered pursuant to our internal complaints procedure as mandated by the EIR and, pursuant to Reg. 11(4), you will receive a response within 40 working days, in other words, by 29 November 2011. You can view our internal complaints procedure at:

<http://www.uea.ac.uk/is/strategies/infregs/Freedom+of+Information+Act+Policy>

If you are dissatisfied with the handling of your complaint please contact me at:

University of East Anglia  
Norwich Research Park  
Norwich  
NR4 7TJ  
Telephone: 0160 359 3523  
E-mail: [foi@uea.ac.uk](mailto:foi@uea.ac.uk).

If you are dissatisfied with the final adjudication of your complaint by our internal complaint process, you have the right of appeal to the Information Commissioner at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Telephone: 0303 123 1113  
[Website: www.ico.gov.uk](http://www.ico.gov.uk)

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

David Palmer  
Information Policy & Compliance Manager  
University of East Anglia