

Mr John Cross
BY E MAIL

Tel: +44 (0)20 7215 8150
Email: info@sitpro.org.uk

Wednesday, 22 October 2008

Dear Mr Cross

FOI Reference: JC08002

Thank you for your request dated 28 September 2008 for a copy of SITPRO's Publication Scheme made under the Freedom of Information Act 2000.

I am writing to advise you that following a search of our paper and electronic records, I have established that the information you requested is not held by SITPRO.

Your request has served to highlight to the current management that when SITPRO became a Company Limited by Guarantee in 2001 the need for a separate Publication Scheme for SITPRO was overlooked. Previously, SITPRO was substantially part of the then DTI and would, we believe, have been deemed to have been covered by that Department's scheme. We are now working to remedy that situation and publish a Scheme to fulfil the Information Commissioner's latest model publication scheme guidance. Such schemes are to be in place by 1 January 2009. The SITPRO scheme will be available on our web site (www.sitpro.org.uk) by that time.

In the meantime I think you will find much of the information that will be covered by the scheme is already on the web site. However, if you have any difficulties finding the information you require, please contact us and we will be happy to assist.

Yours sincerely

Graham Bartlett
Policy Director
020 7215 8068
graham.bartlett@sitpro.org.uk

Appeals procedure

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 wish to request an internal review please contact me.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF