

DWP Central Freedom of Information Team

e-mail: freedom-of-information-rexxxxx@xxx.xxx.xxx.xx

Our Ref: VTR 1001

27 March 2012

Dear Mr Wilson,

Thank you for your Freedom of Information request which we received on 5 March 2012. In that request, you asked:

As your Data Processors under the Work Programme, please provide me with copies of the A4E documents listed below, connected to the processing of your customers personal data

*PRIVATE_Customer-file-checklist-v2.0
PRIVATE_Partners-WP-Customer-File-Guidance
PRIVATE_Welcome-Induction-Checklist-v4
PRIVATE_Welcome-Induction-Checklist-v41
PRIVATE_Work-Programme-Agreement-v2
Work-Programme-Agreement
WPSOP21_Doubt-and-Sanctions_Partner-v4.0
WPSOP17_In-Work-Support_Partner-v4.0
WPSOP9_Complaints-and-Inappropriate-behaviour-v4.0*

Please see attached copies of the forms and documents requested above; the following document (WPSOP17_In-Work-Support_Partner-v4.0) is being withheld under Section 43 of the FOI Act.

Section 43 relates to the commercial interests of both the Department and our suppliers. I consider that this exemption applies because it is intended to protect the ability of the Department to obtain goods or services on the best possible commercial terms and to protect the legitimate commercial interests of our suppliers. I maintain that the information in above mentioned document falls within this category.

The information has been withheld under Section 43 because it details of the supplier's approach to delivering the service specified by the Department. This is deemed to be a unique approach and as such is the intellectual property of the supplier and not to be shared with competitors. Disclosure could therefore prejudice the supplier's commercial interests, and so this information is being withheld as allowed by Section 43 of the FOI Act.

In applying this exemption the Department has balanced the public interest in withholding the information against the public interest in disclosing the information. The public interest is best served by ensuring that companies are able to compete fairly and that there is competition for public sector contracts. The release of the information as requested could potentially inhibit or

limit the ability of the Department to obtain best value for money terms arising from such competition.

If you have any queries about this letter please contact me quoting the reference number above.

Yours sincerely,

DWP Central Fol Team

Your right to complain under the Freedom of Information Act

If you are not happy with this response you may request an internal review by e-mailing freedom-of-information-request@dwpgsi.gov.uk or by writing to DWP, Central Fol Team, 5th Floor The Adelphi, 1-11, John Adam Street, London WC2N 6HT. Any review request should be submitted within two months of the date of this letter.

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