



**Kent and Medway**  
NHS and Social Care Partnership Trust

Information Governance & Records Management Department

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Dear [REDACTED]

**Request for Information**

I write further to your request FOI ID 47594 under the Freedom of Information Act 2000 regarding: -

Hybrid Mail Services

Your request is set out below:

Do you use external suppliers for your letters, if so which suppliers currently provide you with hybrid mail services?

**No**

When are the current contracts due for renewal?

**N/A**

What frameworks are the current contracts procured through?

**G Cloud**

Who are the contacts at your organisation responsible for the contracts and what are their contact details?

**Jo Newton-Smith – Associate Director of Procurement**

**In order to ensure that staff are able to fully meet their organisational public duties, personal contact details for individuals are exempt from release under section 36 (conduct of public affairs) Freedom of Information Act 2000, and both the public interest test, and prejudice test enable the organisation to engage this exemption in this instance. For further information about how to contact the organisation please see our website at <https://www.kmpt.nhs.uk/contact-us/>**

Who is the lead procurement contacts for hybrid mail services and what are their contact details?

**Jo Newton-Smith – Associate Director of Procurement**

**We are proud to be smoke free**

Trust Chair – Dr Jackie Craissati  
Chief Executive – Sheila Stenson

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What is the value of each of the hybrid mail contracts you have, annually and total contract values?

**N/A**

What volume of letters and envelopes is your organisation currently sending out on an annual basis via hybrid mail suppliers or using internal resource?

**N/A**

What is your EPR/PAS?

**Rio**

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of  
The Information Governance Department