

Our Ref: 362/2019
October 2019

Re: Your request made under the Freedom of Information Act 2000

1) How many staff do you have in your organisation?

Over 6,600 staff members

2) How many operational sites does the organisation have?

Four

3) Who has the overall responsibility for the disposal of IT equipment within the organisation? Please supply Name, Job Title, Telephone and Email contact details.

All senior leaders within the Trust can be found here: www.dbth.nhs.uk/structure-charts

4) Does the organisation currently have an IT asset disposal policy?

Yes

5) Do you use a third-party IT asset disposal company for this?

Yes

6) What is the name of that partner?

WasteCare

7) Do you have a contract in place with this company?

Yes

8) How often are disposal collections run?

Adhoc - 3-4 weeks

9) If a contract is in place, when does this expire?

22/02/2020

10) Do you currently pay for this service? If so, what is the typical cost over a 12-month period?

Cost neutral offset with WEEE waste

11) How old is each asset before it is disposed of? E.g. 3 /4 / 5 years

When the asset is beyond economical repair

12) Do you presently receive any money back (rebates) for IT assets that you send to your disposal company?

Cost neutral

13) Do you have a nominated Infrastructure Manager and who is this? Please supply Name, Job Title, Telephone and Email contact details.

See Q3

14) For devices with hard drive, do you require full destruction of hard drives, or just erasure and certification of erase?

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Full destruction of hard drive

15) Does the current contract also include photocopiers / Multi-Functional Devices (MFDs)

We hold a contract with Konica for MFD devices

16) How does your organisation finance MFDs, Lease or purchase?

Lease

17) Do you have a service contract in place for the copiers and if so when does this expire?

Yes - expires September 2023

18) Does your organisation have a contract in place for shredding of other forms of data, namely paper documents?

Yes

19) What is the spend in the last 12 months on paper shredding / destruction?

£40,545 (Apr 2018 to Mar 2019)

20) If a contract is in place for paper and document shredding, when does this expire?

Yes – November 2020 with an option of one year extension.

21) Does your supplier currently comply with the EU General Data Protection Regulation (GDPR) which came into force on 25th May 2018?

Yes

22) Who is the current appointed Data Protection Officer within the organisation, or person that presently deals with data protection? Please supply Name, Job Title, Telephone and Email contact details.

See Q3

23) Are there presently any other services that your organisation requires around the lifetime management of your IT assets?

Not at present