

## Responding to Information Requests Schedule of Information

<b>WorkPro Case reference</b>	201600535
<b>Name of Requester:</b>	[Name redacted]

No	Type	Description of the information	Part(s) of the request	Which information in the document is being withheld	List the exemption(s) being relied on
1	Note of meeting	Meeting between SIC and the Scottish Government 20/06/06	n/a	Name of one attendee Remaining information outwith scope	S38(1)(b)
2	Internal blog post	"Purdah (pre-election period)" 01/04/10	n/a	None	n/a
3	Internal blog post	"Dissolution of Scottish Parliament" 21/03/11	n/a	None	n/a
8	Email	Internal email re discussion of cases which may be subject to SIRA 05/09/14 [15:59]	n/a	None – redacted information outwith scope	n/a
9	Meeting invitation	Meeting: 09/09/14	n/a	Name	S38(1)(b)
10	Email	Internal email with notes from meeting 09/09/14 [15:32] <sup>1</sup>	n/a	Name	S38(1)(b)
12	Procedure	Extract from Investigations Handbook (undated but added 19/12/14)	n/a	None – redacted information outwith scope	n/a
13	Internal blog post	"FOI and Purdah" 30/03/15	n/a	None	n/a
14	Internal	"Purdah and investigations" 30/03/15	n/a	None	n/a

<sup>1</sup> This document refers to changes to be made to the Investigations Handbook. The text which was added is the section in brackets in document 12.

	blog post				
60	Email	Internal email to all OSIC: 16/03/16 [16:02]	n/a	None	n/a
61	Email	Internal email 16/03/16 [16:25]	n/a	Names and direct contact details Case related information	S38(1)(b) S30(c)
62	Case Note	16/03/16	n/a	Names Case related information	S38(1)(b) S30(c)
63	Email	Internal email re 2015 case 17/03/16 [07:45]	n/a	Names Case related information	S38(1)(b) S30(c)
64	Email	Internal email re 2015 cases 17/03/16 [13:37]	n/a	Withheld in entirety	S38(1)(b) S30(c)
65	Email	Internal email re 2015 cases 17/03/16 [16:47]	n/a	Withheld in entirety	S38(1)(b) S30(c)
66	Email	Internal email re 2015 case 17/03/16 [16:58]	n/a	Names Case related information	S38(1)(b) S30(c)
67	Email	Internal email re 2015 cases 18/03/16 [09:48]	n/a	Names Case related information	S38(1)(b) S30(c)
68	Triage Note	Re. 2016 case 18/03/16 (note complete)	n/a	Withheld in its entirety <sup>2</sup>	S38(1)(b) S30(b)(i)/(ii)
69	Email	Internal email re 2015 cases 21/03/16 [10:42]	n/a	Withheld in its entirety	S38(1)(b) S30(c)
70	Email	Internal email re 2015 cases 21/03/16 [11:01]	n/a	Name	S38(1)(b)
71	Email	Internal email re 2015 case 21/03/16 [13:16]	n/a	Names Case related information	S38(1)(b) S30(c)
72	Triage Note	Re. 2015 case 21/03/16 (note complete)	n/a	Withheld in entirety (see document 68 for a blank version)	S38(1)(b) S30(c)
73	File Note	Note of telephone call to applicant re. 2016 case 22/03/16 [09:37]	n/a	Names and direct contact details Case related information	S38(1)(b) S30(c)
74	Email	Email to Scottish Government re 2015 case 22/03/16 [09:58]	n/a	Withheld in its entirety	S38(1)(b) S30(c)
75	Email	Email to Scottish Government re 2015 case 22/03/16 [10:00]: this was the email which was sent prematurely	n/a	Name and direct contact details	S38(1)(b)

<sup>2</sup> Although I have withheld this document in its entirety, I have enclosed a blank version of the form showing the type of information which makes up the form.

76	Email	Email to applicant re. 2015 case 22/03/16 [10:09]	n/a	Withheld in entirety	S38(1)(b) S30(c)
77	Email	Email to applicant re. 2015 case 22/03/16 [10:19]	n/a	Name	S38(1)(b)
78	Email	Email from Scottish Government re. 2015 case 22/03/16 [10:47]	n/a	Name and direct contact details	S38(1)(b)
79	File Note	Note of telephone call re 2015 case 22/03/16 [10:59]	n/a	Name and direct contact details	S38(1)(b)
80	Triage Note	Re. 2015 case 22/03/16 (note incomplete – not yet reviewed by SIC)	n/a	Withheld in entirety (see document 68 for a blank version)	S30(c)
81	Email	Internal email re 2015 case 22/03/16 [10:53]	n/a	Name and direct contact details	S38(1)(b)
82	Email	Internal email re 2015 case 22/03/16 [11:06]	n/a	Name Draft response to media enquiry	S38(1)(b) S30(b)(i)/(ii)
83	Email	Internal email re 2015 case 22/03/16 [11:13]	n/a	Name	S38(1)(b)
84	Email	Internal email re 2015 case 22/03/16 [12:16]	n/a	Name	S38(1)(b)
85	Email	Internal email re 2015 case 22/03/16 [12:18]	n/a	Name	S38(1)(b)
86	Email	Internal email re 2015 case 22/03/16 [13:39]	n/a	Name Draft response to media enquiry (withheld in entirety)	S38(1)(b) S30(b)(i)/(ii)
87	Email	Internal email re 2015 case 22/03/16 [13:45]	n/a	Name Draft response to media enquiry (withheld in entirety)	S38(1)(b) S30(b)(i)/(ii)
88	Email	Internal email re 2015 case 22/03/16 [13:49]	n/a	Name Draft response to media enquiry (withheld in entirety)	S38(1)(b) S30(b)(i)/(ii)
89	Email	Internal email re 2015 case 22/03/16 [13:51]	n/a	Name	S38(1)(b)
90	Email	Internal email re 2015 case 22/03/16 [14:02]	n/a	Name Draft response to media enquiry (withheld in entirety)	S38(1)(b) S30(b)(i)/(ii)
91	Email	Internal email re 2015 case 22/03/16 [14:08]	n/a	Draft response to media enquiry	S30(b)(i)/(ii)
92	Email	Internal email re 2015 case 22/03/16 [14:17]	n/a	Name Draft response to media enquiry (withheld in entirety)	S38(1)(b) S30(b)(i)/(ii)
93	Email	Internal email re 2015 case 22/03/16 [14:20]	n/a	Name	S38(1)(b)
94	Email	Internal email re 2015 case 22/03/16 [14:22]	n/a	None	n/a

95	Email	Email to enquirer re 2015 case 22/03/16 [15:32]	n/a	Names and direct contact details	S38(1)(b)
96	Email	Internal email re 2015 case 23/03/16 [09:20]	n/a	None	n/a
97	File Note	Note of telephone call from enquirer re 2015 case 23/03/16 [10:51]	n/a	Name and identifying information	S38(1)(b)
98	File Note	Note of internal telephone call re 2015 case 23/03/16 [10:54]	n/a	Name	S38(1)(b)
99	Email	Email to enquirer re 2015 case 23/03/16 [15:00]	n/a	Names and direct contact details	S38(1)(b)
100	Email	Email to applicant re 2015 case 23/03/16 [15:06]	n/a	Names	S38(1)(b)
101	Email	Internal email re 2015 case 23/03/16 [15:07]	n/a	Name	S38(1)(b)