

Our Ref FOI HQ 19034

17 June 2019

Dear

Thank you for your request dated 17 May 2019 under the Freedom of Information (Scotland) Act 2002 (FOISA) for:

*Per establishment including Calton House, please advise how many members of staff use your internet system for private use?*

*Please use a 24 month period to analyse the number of users per establishment and break the number down per establishment?*

*Please advise the total amount of time spent by staff using your internet for personal use per establishment including Calton House for the last 24 months?*

*Again, please break this amount down per individual, per establishment, month on month, year on year and department by department?*

*Please highlight the significant location of the highest users of the your internet for private use Allocating the time spent using the internet for private use, month on month, year on year?*

Following a search of our records, I have established that the information you require is not held by the Scottish Prison Service. To clarify, in line with SPS Internet Acceptable Use Policy, personal internet use is acceptable providing an employee ensures that this has no impact on their ability to perform their duties to the high standards expected by SPS. As such access to the internet is not differentiated between business and personal use.

I am sorry we are unable to assist with your enquiry. If you are unhappy with this response to your request, you may ask us to carry out an internal review, by writing The Chief Executive, Calton House, 5 Redheughs Rigg, Edinburgh, EH12 9HW. Your request should explain why you wish a review to be carried out, and should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If you are not satisfied with the result of the review, you then have the right to make a formal complaint to the Scottish Information Commissioner.

Yours Sincerely