

Date: 27th December 2017

Re: Freedom of Information Request
Ref: 224- 2017

Thank you for your email dated 19th December 2017 requesting various information regarding fax machines.

The information that you require is as follows:

1. **Do you have an electronic fax management system (a fax server)?**

No

2. **How many manual fax machines do you have? Please answer this as of 1 April 2017 and as of 1 April 2010?**

None- Fax Components are built into Multi-Function Printers (MFP).

3. **What is the annual maintenance cost of the fax machines within your Trust or associated sites? Please answer this as of 1 April 2017 and as of 1 April 2010?**

Fax components are built into MFP and are therefore serviced under the Managed Print Service Contract.

4. **How old is your oldest manual fax machine currently in use? What date was it purchased?**

We do not have Fax Machines onsite. The oldest MFP with a fax component is 6 Years old.

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>