

CORPORATE AND GOVERNANCE POLICY

# Freedom of Information Policy

**Version 3**

Legal & Compliance



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# 1. Policy


Where the Customer is a public sector customer and is under a duty to comply with the provisions under the Freedom of Information Act 2000 or any statutory modification or re-enactment or any related guidance or codes of practice relating to such Act ("FOIA"), OneAdvanced shall assist the Customer, in return for a reasonable fee notified by OneAdvanced to Customer within five (5) working days of receipt of any such written request (OneAdvanced at all times using its reasonable endeavours to respond as quickly as possible to the Customer) in meeting any requests for information ("RFI") in relation to the relevant tender response or contract relating to an Agreement or the standard terms and conditions or the Software and/or Service supplied by OneAdvanced which are made to the Customer in connection with the FOIA.

For the avoidance of doubt, OneAdvanced shall not be obliged to retrieve or provide data or information stored and accessible by the Customer using the Software or Service but shall provide information held solely by OneAdvanced relating to the provision of the Software and Service by OneAdvanced.

The Customer shall consult with OneAdvanced prior to disclosing information relating to an Agreement to the extent that it is required so to do by the FOIA.

The Customer shall, in responding to such requests for information, consider the exemptions described within Part II of the Freedom of Information Act 2000.



 +44(0) 330 343 4000

 [www.oneadvanced.com](http://www.oneadvanced.com)

 [hello@oneadvanced.com](mailto:hello@oneadvanced.com)

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