



Office of the Solicitor to the
Advocate General for Scotland

Jonathan J Mitchell QC
Advocates Library
Parliament House
Parliament Square
EDINBURGH
EH1 1RF

Victoria Quay
Edinburgh EH6 6QQ

E-mail: E-mail:
Felicity.Cullen@scotland.gsi.gov.uk

Telephone: 0131 244 0292
Fax: 0131-244 1650
Hays DX 557008 ED20

Your Ref:

Our Ref: YUA 039/015
(Please quote this reference in any response)

Date: 16th March 2005

Dear Mr Mitchell

**OFFICES OF THE ADVOCATE GENERAL FOR SCOTLAND:
FREEDOM OF INFORMATION REQUESTS**

I refer to your letter of 28th February to the Private Secretary to the Advocate General which has been passed to this office.

You have asked about the FOI publication scheme for the Offices of the Advocate General ("OAG"). Whilst OAG formed part of the Scotland Office government department, OAG was included in the Scotland Office FOI publication scheme. OAG and the Scotland Office are now separate entities within the umbrella organisation of the Department for Constitutional Affairs. As a result, OAG is no longer included in the Scotland Office publication scheme, which has recently been revised.

A publication scheme for OAG has been prepared. We are currently awaiting arrangements by DCA and the Information Commissioner's Office for our scheme to be formally approved as part of the wider DCA scheme. We hope this will happen shortly and we will add the scheme to the OAG website.

In the interim, please note that any FOI or Data Protection Act requests for information can be made by email to Felicity.Cullen@scotland.gsi.gov.uk or by post to the Information Officer, Office of the Solicitor to the Advocate General, Victoria Quay, Edinburgh, EH6 6QQ.

In case it is of further assistance, I attach by an annex to this letter information on the classes of information which are currently published (or intended to be published) by OAG as appears in the draft OAG publication scheme.

I trust the above is of assistance.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'f.c. Cullen'.

FELICITY CULLEN

ANNEX

CLASSES OF INFORMATION

Categories of data currently published

There are 2 main types of data currently published (or intended to be published) by the Offices of the Advocate General. These are as follows:

1. The Offices of the Advocate General

- Information about the Advocate General, the Offices and our role. This includes publications such as annual reports and service agreements.

2. Regular Publications

- Answers to Parliamentary Questions
- Press Notices
- Speeches and lectures

Charges for information are indicated where applicable.

1. The Offices of the Advocate General

Class:	Management information
Definition:	Information on the Offices of the Advocate General's mission, objectives, responsibilities and organisation as contained in the Scotland Office and Offices of the Advocate General for Scotland Annual Report.
Format available:	Scotland Office website for reports to 2004 - www.scotlandoffice.gov.uk Department for Constitutional Affairs website for reports from 2005 onwards - www.dca.gov.uk
Charges:	Hard copy of all reports from The Stationery Office. Charge for hard copy.

Class:	Financial information
Definition:	Information on administration costs and expenditure of the Offices of the Advocate General as contained in the Scotland Office and Offices of the Advocate General for Scotland Annual Report.
Format available:	Scotland Office website for reports to 2004 - www.scotlandoffice.gov.uk

Charges:	Department for Constitutional Affairs website for reports from 2005 onwards – www.dca.gov.uk Hard copy of all reports from The Stationery Office. Charge for hard copy.
-----------------	--

Class:	Personnel
Definition:	Information on conditions of service and codes of conduct for legal and administrative staff, as adopted in the Scottish Executive Staff Handbook (being revised, available from 1 st January 2005).
Format available:	Scottish Executive website: www.scotland.gov.uk

Class:	Personnel
Definition:	Information on recruitment policy of legal and administrative staff and vacancies.
Format available:	Scottish Executive website for administrative staff – www.scotland.gov.uk Offices of the Advocate General website for legal staff – www.oag.gov.uk

Class:	Personnel
Definition:	List of all staff working in the Offices of the Advocate General.
Format available:	Offices of the Advocate General website – www.oag.gov.uk

Class:	Procurement
Definition:	Information on the procurement policies of the Offices of the Advocate General and the Scotland Office.
Format available:	Scotland Office website: www.scotlandoffice.gov.uk

Class:	Guidance on Freedom of Information and Data Protection
Definition:	UK Government guidance to staff on how to deal with requests for information and how to comply with the requirements of the Freedom of Information Act 2000

Format available: Hard copy from the Department for Constitutional Affairs

2. Regular Publications

Class: Answers to Parliamentary Questions

Definition: Answers given by the Advocate General to written and oral parliamentary questions.

Format available: House of Commons website at [www.parliament.uk/about commons/questions.cfm](http://www.parliament.uk/about/commons/questions.cfm)

Class: Press Notices

Definition: All press releases issued by the Offices of the Advocate General since July 1999.

Format available: Hard copies from the Press Office of the Scotland Office.

Class: Speeches and lectures

Definition: Key speeches and lectures given by the Advocate General.

Format available: Office of the Solicitor to the Advocate General website at www.oag.gov.uk
Hard copies from the Press Office of the Scotland Office.