

[REDACTED]

18 June 2014

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_14-122)

We have now considered your request of 15 June 2014 for information relating to staff and systems in the University's Human Resources Division.

Our response to your request is on page 2 of this letter and we hope this will meet your requirements.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

You have the right of appeal against this decision. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address.

You must appeal our decision within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Telephone: 0303 123 1113
Website: <http://www.ico.org.uk/>

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson
Information Policy and Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_14-122)

1) *The name of the most senior HR contact (eg Director of HR, Director of Workforce etc) and also the most senior IT contact (eg IT Director, Chief Information officer etc)*

Please see the following web pages:

HR: https://www.uea.ac.uk/documents/2506781/0/organisation_chart.pdf/7ee17d48-0379-4ed0-b0e8-d1fe08611ca3

IT: <https://www.uea.ac.uk/is/contacts/isdstaffingstructure>

2) *The name of your Human Resources software (eg iTrent, Resourcelink)*

Please see our responses to previous Freedom of information requests:

http://www.uea.ac.uk/is/foi/disclosure/IT+Provision+%26+Use/FOI_13-102

http://www.uea.ac.uk/is/foi/disclosure/IT+Provision+%26+Use/FOI_13-084

3) *Is this software for Human Resources, Payroll, Pensions processing (please list your usage)*

The software is used for Human Resources, Payroll and Pensions processing.

3) *The approximate number of current and historical staff (Full-time or FTE) held within the system*

Headcount of current and historical staff held within the system: 22243

4) *Is the application hosted internally or remotely at the software vendors site*

Hosted internally