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[REDACTED]  
  
16 February 2015

Dear [REDACTED]

**Freedom of Information Act 2000 – Information request (FOI\_15-016)**

We have now considered your request of 21 January 2015 for “*A list of expenses claimed by members of the University Executive Team from 1 January 2013 to 1 January 2015, including a break down of what each member claimed*”.

Our response is provided on page 2 of this letter, together with a copy of your original request, and within the attached document entitled ‘Appendix A\_Data file\_FOI\_15-016.xlsx’. We hope this response 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 response to your request for information. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address.

You must appeal our response 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 whose [contact details](#)<sup>1</sup> can be found on their website.

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

Yours sincerely

David Palmer  
Information Policy and Compliance Manager  
University of East Anglia

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<sup>1</sup> [https://ico.org.uk/Global/contact\\_us](https://ico.org.uk/Global/contact_us)

## Response to Freedom of Information Act 2000 request (FOI\_15-016)

*I wish to request the following information:*

- 1) *A list of expenses claimed by members of the University Executive Team from 1 January 2013 to 1 January 2015, including a break down of what each member claimed.*<sup>2</sup>

The composition of UEA's Executive Team is available on our website at [this address](#).<sup>3</sup>

In response to a prior request, we have released the expenses for the Vice-Chancellor and the Pro-Vice-Chancellors for the period 01 June 2010 to 28 February 2014. This response can be viewed on our [Disclosure Log](#)<sup>4</sup> (ref: FOI\_14-053) and the data is presented in the accompanying documents, Appendix A (VC expenses) and Appendix B (PVC expenses).

In regards the remaining members of the Executive Team, expenses for the Faculty Deans and for the Registrar for the complete period of this request are within the attached document entitled Appendix A\_Data file\_FOI\_15-016.

This document also contains the expenses for the Vice-Chancellor and the Pro-Vice-Chancellors for the period 01 March 2014 to 31 December 2014.

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<sup>2</sup> Please note that we are only providing expenses as claimed. Purchases made by Executive Team members on institutional purchase cards are not included within this response

<sup>3</sup> <https://www.uea.ac.uk/about/our-university/executive>

<sup>4</sup> <https://ired.uea.ac.uk/web/hub/information-services/strategy-planning-and-compliance/regulations-and-policies/information-regulations-and-policies/freedom-of-information/disclosure-log/management-and-administration-of-institution/2014>