



Vehicle & Operator Services Agency

From: **Information Access**
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Date: 27 February 2007
Our Ref: **F0000662**

Dear

FREEDOM OF INFORMATION ACT 2000

I refer to your e-mail of 8 February 2007, and the subsequent acknowledgement of 9 February 2007, concerning your request for an organisation chart detailing all accountancy and finance personnel within VOSA, ideally including any "sub teams" outside of a centralised function.

I have attached an organisational chart showing the structure as it currently stands. However, due to Shared Services, it is anticipated that this structure may alter in the near future.

You will notice that there are several abbreviations used within the chart. For your clarification these abbreviations stand for the following:

AA: Administration Assistant, AO: Administration Officer, HEO: Higher Executive Officer, SEO: Senior Executive Officer.

In line with the Civil Service Year Book, the enclosed chart gives the names of those in Grade 7 posts, where there is currently someone within those posts. Those employees in posts below Grade 7 are not named.

If you have any queries about the information you have received, please contact me, and I will be happy to assist you. My contact details are given at the head of this letter.

If you are unhappy with the information supplied, you may ask for an internal review. To request an internal review, please write to:

VOSA Corporate Office,
Berkeley House,
Croydon Street,
Bristol,
BS5 0DA

or email vosa.corporateoffice@vosa.gsi.gov.uk

giving the reasons for your dissatisfaction. It will help us if you quote the reference number for your case.

If you do not agree with the outcome of the internal review, you may lodge an appeal with the Information Commissioner (www.informationcommissioner.gov.uk). The Information Commissioner is an independent official appointed by the Crown to oversee the Data Protection Act 1998, the Freedom of Information Act 2000 and the Environmental Information Regulations 2004.

The Information Commissioner can consider complaints about any aspect of the way in which requests for information have been handled. Please note: the Information Commissioner would be unlikely to consider your complaint if you have not first requested an internal review.

You can write to the Information Commissioner at:

The Information Commissioner's Office
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire
SK9 5AF

If you have any queries about this letter, please contact us, quoting reference **F0000662**.

Yours sincerely

VOSA Information Access