6 December 2019

CITB
Head Office
Bircham Newton
Kings Lynn
Norfolk
PE31 6RH

[redacted]

Email: information.governance@citb.co.uk
www.citb.co.uk

Dear [redacted]

Freedom of Information Request 31 2019

Thank you for contacting CITB requesting information under the Freedom of Information Act 2000 (FOIA). In your email dated 6 November 2019, in which you asked:

1. Name of SIRO (Senior Information Risk Owner) or similar post (Chief Information Governance Officer etc), or responsible person for SIRO duties.
2. Contact email of person named in request No. 1.
3. Name of DPO (Data Protection Officer) or responsible person for DPO duties.
4. Contact email of DPO.
5. Name of person with overall responsibility for Cyber security or equivalent (excluding persons in q1 and q3).
6. Contact email of person in Q5.
7. Name of person with overall responsibility for information security or equivalent (excluding persons in q1, q3 and 5).
8. Contact email of person in Q7.
9. Name of person with overall responsibility for information Governance or equivalent (excluding persons in q1, q3, q5 and q7).
10. Contact email of person in Q9
11. Do you have appointed IAO's? If so, whom are they, if they have been defined?
12. Are you or have you considered becoming ISO 27001 compliant or certified? If so whom is responsible for maintaining this? (as in, the person)
13. Contact email of person in Q: 11.
14. Are you required to connect to the PSN Code of Connection (CoCo)? If so whom is responsible for complying with its requirements? (as in, the person)
15. Contact email of person in Q:13.
16. What is the annual budget for Cyber Security?
17. What was the annual spend on external assistance for cyber security last financial year? (Excluding products/systems, when I refer to external assistance I mean things like consultancy/training)
18. What is the annual budget for data protection activities?
19. What was the annual spend on external assistance for data protection activities last year? (Excluding products/systems, when I refer to external assistance I mean things like consultancy/training)

It would be preferable for q's 2, 4, 6, 8, 10, 13 and 15 for you to disclose their personal organisation email, however if this is not in line with your FOI release policies a generic email is sufficient, e.g. dpo@***.com.

If you feel the request will exceed the cost limits for FOI's, please feel to only answer Q's 1-15.

My response is as follows:

1. Name of SIRO (Senior Information Risk Owner) or similar post (Chief Information Governance Officer etc), or responsible person for SIRO duties. Rachel Brooks, Information Risk and Data Governance Manager

2. Contact email of person named in request No. 1. Information.governance@citb.co.uk

3. Name of DPO (Data Protection Officer) or responsible person for DPO duties. Rachel Brooks

4. Contact email of DPO. Information.governance@citb.co.uk

5. Name of person with overall responsibility for Cyber security or equivalent (excluding persons in q1 and q3). We outsource our Cyber Security Services under a 10 year contract with our partner (SSCL).

6. Contact email of person in Q5. Information.governance@citb.co.uk

7. Name of person with overall responsibility for information security or equivalent (excluding persons in q1, q3 and 5). Information security is the overall responsibility of Adrian Beckingham, Corporate Performance Director.

8. Contact email of person in Q7. Information.governance@citb.co.uk

9. Name of person with overall responsibility for information Governance or equivalent (excluding persons in q1, q3, q5 and q7). Same as Question 3.

10. Contact email of person in Q9? Information.governance@citb.co.uk

11. Do you have appointed IAO's? If so, whom are they, if they have been defined? - We have identified IAO's at a senior level, Heads of Service.

12. Are you or have you considered becoming ISO 27001 compliant or certified? If so whom is responsible for maintaining this? (as in, the person) No CITB isn't considering becoming ISO27001 certified. Some of our processes are already ISO27001 compliant and our Partner (SSCL) is ISO27001 Certified.

13. Contact email of person in Q: 11. Not applicable

14. Are you required to connect to the PSN Code of Connection (CoCo)? If so whom is responsible for complying with its requirements? (as in, the person) No.

15. Contact email of person in Q:13. Not applicable

16. What is the annual budget for Cyber Security? We don't specify an annual budget separately, it is part of an overall outsourced contract with SSCL.

17. What was the annual spend on external assistance for cyber security last financial year? (Excluding products/systems, when I refer to external assistance I mean things like consultancy/training) This is provided under the contract with SSCL.

18. What is the annual budget for data protection activities? No set budget for specific DP Activities. The Department with whom the DPO sits covers other compliance activities.

19. What was the annual spend on external assistance for data protection activities last year? (Excluding products/systems, when I refer to external assistance I mean things like consultancy/training). None, training was carried out using e-learning which was FOC as it was developed internally. .

It would be preferable for q's 2, 4, 6, 8, 10, 13 and 15 for you to disclose their personal organisation email, however if this is not in line with your FOI release policies a generic email is sufficient, e.g. dpo@***.com. We use information.governance@citb.co.uk

If you are unhappy with this response, or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied, then you may apply for an independent internal review by contacting Adrian Beckingham, Corporate Performance Director, CITB, Bircham Newton, King's Lynn, Norfolk, PE31 6RH or email adrian.beckingham@citb.co.uk.

If you remain unhappy following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Further details of the role and powers of the Information Commissioner can be found on the Commissioners website: https://ico.org.uk/

Yours sincerely

Rachel Brooks
Information Risk & Data Governance Manager