



If any of this information is already in the public domain, please can you direct me to it, with page references and URLs if necessary?

If the release of any of this information is prohibited on the grounds of breach of confidence, I ask that you supply me with copies of the confidentiality agreement and remind you that information should not be treated as confidential if such an agreement has not been signed.

I understand that you are required to respond to my request within the 20 working days after you receive this letter. I would be grateful if you could confirm by email that you have received this request.

I look forward to hearing from you.

## **Response**

The Human Tissue Authority is a small Arm's Length Body, which is currently a sub-tenant of the Department for Business, Energy and Industry Strategy (BEIS). As such, BEIS provides the HTA with facilities and services covered under a service charge. This charge includes the cost of any courier services. The HTA is not involved in the selection of the suppliers of these services.

BEIS procure these services through the Government Framework, which is managed by Crown Commercial Services. Information relating to whom in BEIS is responsible for the procurement of courier services can be directed to them via their website [here](#).

## **Further information**

If you are unhappy with the way the HTA has handled your request for information in this case, you may in the first instance ask us for an internal review by writing to us at the above postal or email address.

If you remain dissatisfied with the handling of your request or complaint, you have the right to appeal directly to the Information Commissioner for a decision, at the address below. There is no charge for making an appeal.

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

Telephone: 08456 30 60 60 or 01625 54 57 45

Website: [www.ico.gov.uk](http://www.ico.gov.uk)

Yours sincerely

A large black rectangular redaction box covering the signature area.A black rectangular redaction box covering the signature area, consisting of two overlapping horizontal bars.