

Our Ref: NG/RM/24053
Date: 6th March 2024

Nicola Griffiths
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
Bellringer Road
Trentham
ST4 8HH

Reception: 0300 123 1535

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 12th February 2024. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

- a. Which types of work require a Permit To Work to be completed on your sites?
Electrical modifications, hot works, confined spaces, and asbestos.
- b. Does your organisation utilise a software platform to issue, record, and provide evidence of completed works that require a permit? **No**
- c. If a software platform is used, please specify the name or type of software utilised to complete and evidence work permits. **N/A**
- d. Who within your organisation is responsible for the issuance, sign-off, and provision of evidence for Permits To Work? **The competent person who is responsible for the task/ project.**

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



Nicola Griffiths
Deputy Director of Governance