

Reference:	FOI.9549.22
Subject:	Freedom of Information (FOI)
Date of Request:	3 August 2022

Requested:

1. What do you use to log FOIs – i.e. Excel, Datix, etc.?
2. Approximately how many FOI requests do you receive in a year?
3. How many members of staff do you have on your FOI team?

Response:

1. Hywel Dda University Health Board (UHB) confirms that it uses Microsoft SharePoint to log the FOI requests received.
2. During the 2021/22 financial year the UHB received 553 FOI requests.
3. The UHB confirms that it has one (1) dedicated FOI officer, who has support to log the requests received from a member of the wider team.