



Access to Public Information Request

Date of receipt: 7th January 2019

Date of response: 29th January 2019

Information on IT systems.

1. How many of your staff have access to sensitive data/information? - **Around 80% of staff equating to circa 4000**

2. Does your organisation use:-

Number

a) Android devices **greater than 1000**

b) Windows devices **greater than 2000**

3. Have you had experience/concerns about staff accessing sensitive data/information without prior authorisation (eg: in word documents). YES/~~NO~~

4. Does your organisation have a system for auditing/monitoring and recording activities undertaken on each individual electronic device? YES/~~NO~~

If yes, which system? **Release of details of the exact system could affect the commercial position of the States and is therefore exempt under 2.3.**

5. Has your organisation had experience of staff deleting important information from any type of record – either accidentally or without prior authorisation? YES/~~NO~~

6. How many of your staff use remote and/or mobile/handheld devices? **Greater than 1000**

7. Does your organisation have a system for auditing/monitoring the location from which mobile/handheld devices are being used - **Yes**

If yes, which system? _____ **Release of details of the exact system could affect the commercial position of the States and is therefore exempt under 2.3.**_____

8. Does your organisation have a system which allows staff to securely send photographs via their mobile/handheld devices? YES/~~NO~~

If yes, which system? _____ **Release of details of the exact system could affect the commercial position of the States and is therefore exempt under 2.3.**

9. How many of your staff are lone workers? - **Greater than 100**

10. Does your organisation have a system to accurately identify the location, in real time, of your lone workers? YES/~~NO~~

If yes, which system? ____ **Release of details of the exact system could affect the commercial position of the States and is therefore exempt under 2.3.**_____

11. In respect of your lone workers, how many instances of work-related violence/aggression against lone workers have there been within the last year?

Actual harm: _____ **0** _____

Near misses: _____ **1** _____

12. Does your organisation use the Instant Message function on Skype? ~~YES~~/**NO**

13. If you have answered YES to question 11, does your organisation have a system to accurately record all messages sent and received via Skype? YES/NO

If yes, which system? _____ **Not Applicable** _____

14. Does your organisation have a system for:-

a) A detailed inventory of IT assets? ~~YES~~/**NO**

b) Establishing the extent to which each of these assets are being utilised and by whom? ~~YES~~/**NO**

If yes to any of the above, please describe your system? - **We use a range of systems and therefore request a clarification of the question.**
