

Freedom of Information: Disclosure Log 2017

Information released: 2017

Date of Request / Information Requested	Date of Response / Response
<p>Reference: AFBIFOI20170301</p> <p>Date of Request: 02 March 2017</p> <p>The following information was requested:</p> <ul style="list-style-type: none">a) The number of AFBI Industrial Grade B Staff selected and reviewed and the average score.b) The number of AFBI Industrial Grade C Staff selected and reviewed and the average score.c) The number of AFBI Industrial Grade D Staff selected and reviewed and the average score.d) The number of AFBI Industrial Grade E Staff selected and reviewed and the average score.e) The number of AFBI Industrial Grade F Staff selected and reviewed and the average score.f) The number of AFBI Industrial Grade G Staff selected and reviewed and the average score.	<p>Date of Response: 20 March 2017</p> <p>The following response was provided:</p> <ul style="list-style-type: none">a) Three Grade B staff were selected for review – Average Score 287b) Fifteen Grade C staff were selected for review – Average Score 218c) Two Grade D staff were selected for review – Average Score 224d) One Grade E member of staff was selected for review – Average Score 193e) No Grade F staff were reviewedf) No Grade G staff were reviewed
<p>Reference: AFBIFOI20170302</p> <p>Date of Request: 24 March 2017</p>	<p>Date of Response: 24 April 2017</p> <p>The following response was provided:</p>

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<p>The following information was requested:</p> <p>A copy of the job description for the post of driver as advertised by AFBI, June 2006. Also a copy of the job description for post of driver as advertised in 2005.</p>	<p>The requestor was advised that the information requested was not held by AFBI.</p>
<p>Reference: AFBIFOI20170303</p> <p>Date of Request: 29 March 2017</p> <p>The following information was requested:</p> <p>Various pieces of information in relation to a specific recruitment competition.</p>	<p>Date of Response: 28 April 2017</p> <p>The following response was provided:</p> <p>A number of attachments were emailed to the requestor providing records in response to each query.</p>
<p>Reference: AFBIFOI20170501</p> <p>Date of Request: 12 May 2017</p> <p>The following information was requested:</p> <p>Copy of interview questions used during a completed recruitment competition.</p>	<p>Date of Response: 02 June 2017</p> <p>The following response was provided:</p> <p>The questions were released to the requestor.</p>
<p>Reference: AFBIFOI20170901</p> <p>Date of Request: 19 September 2017</p> <p>The following information was requested:</p> <p>(1) With regards to your internal processes for responding to Freedom of Information (FOI) requests, do you use any software solutions to manage the process or is it still predominantly a manual exercise?</p> <p>(1a) If a software solution is used, please could you advise on the system used and supplier?</p>	<p>Date of Response: 28 September 2017</p> <p>The following response was provided:</p> <p>(1) A software solution is used to record the process in conjunction with a manual exercise.</p> <p>(1a) The system is called Q-Pulse and the supplier is Ideagen Products Ltd.</p> <p>(2) Less than 1 request per month in 2017</p> <p>(3) 16.5 days in 2017</p>

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<p>(2) On average, how many FOI requests do you receive on a monthly basis?</p> <p>(3) What is your current average response time when handling FOI requests?</p> <p>(4) Please may I be provided with the full contact details (inclusive of telephone no. & email) of the individual within your team who is responsible for the management and performance of your FOI handling process?</p>	<p>(4) AFBI refused to disclose this information under Section 40(2) of the Freedom of Information Act 2000; however, responded that all future queries can be directed to the email address: foi.officer@afbini.gov.uk</p>
<p>Reference: AFBIFOI20171001</p> <p>Date of Request: 24 October 2017</p> <p>The following information was requested:</p> <p>A copy of a HR-related report</p>	<p>Date of Response: 27 October 2017</p> <p>The following response was provided:</p> <p>Request has been re-allocated as a Subject Access Request and will be dealt with under the Data Protection Act 1998.</p>
<p>Reference: AFBIFOI20171002</p> <p>Date of Request: 26 October 2017</p> <p>The following information was requested:</p> <p>The job specifications, including title, description and essential criteria for all ScO, HSO and SSO positions offered within AFBI from January 2017</p>	<p>Date of Response: 3 November 2017</p> <p>The following response was provided:</p> <p>(i) Candidate Information Booklets – External (12 positions) (ii) Candidate Information Booklets – Internal (10 positions)</p>