

Freedom of Information Act 2000 – Request Reference FoI/24/118
Permit to Work Management

I am writing to make a Freedom of Information (FOI) request to obtain information regarding the Management of Permits to work (PTW) on your sites. Could you kindly provide details on the following:

- a. Which types of work require a Permit To Work to be completed on your sites?

Please see the attached PDF

- b. Does your organisation utilise a software platform to issue, record, and provide evidence of completed works that require a permit?

Capital Estates and Facilities utilises Word/ Excel

- c. If a software platform is used, please specify the name or type of software utilised to complete and evidence work permits.

Please see the above answer.

- d. Who within your organisation is responsible for the issuance, sign-off, and provision of evidence for Permits To Work?

After considering your request, Cardiff and Vale University Health Board (the UHB) believes that the data requested is classed as personal data as defined under the General Data Protection Regulation (GDPR) and Data Protection Act 2018. Its disclosure would be contrary to the data protection principles and constitute unfair and unlawful processing with regard to Articles 5, 6, and 9 of the GDPR. We are therefore withholding this detail under section 40(2) of the Freedom of Information Act 2000. This exemption is absolute and therefore there is no requirement to apply the public interest test.