



**An Roinn Gnóthaí
Eachtracha agus Trádála**
Department of
Foreign Affairs and Trade

Our Ref: Fol/Req/2019/253

Date 17/09/2019

Dear Mr. Smyth,

I refer to the request which you have made under the Freedom of Information Act 2014 for access to records held by this Department, as follows:

- ***The amount of money spent by the Department on document shredding services in the years 2014 to 2019 (to date).***
- ***The figures broken down into each year.***

The figures in the table below pertain to the cost of shredding services across the entire Department. That includes the Passport Service along with our missions abroad.

I refer also to the acknowledgement of your request, which was sent to you on 29th August, 2019.

I am the deciding officer in this case. I have identified 1 record that falls within the scope of your request, and I have made the decision to grant release of 1 record. The record released is attached.

Right of Appeal

Should you wish to appeal this decision, you may do so in writing to the Freedom of Information Unit, Department of Foreign Affairs and Trade, 76-78 Harcourt Street, Dublin 2 or by email to foi@dfa.ie. A fee applies for an appeal for access to non-personal information; the level of this fee has been set at €30. For methods of payment, please contact FOI Unit at foi@dfa.ie, or 01-4082857.

You should make your appeal within 4 weeks (20 working days) from the date of this notification. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this Department.

Yours sincerely

Ciara O' Shea

The Department of Foreign Affairs and Trade

The Department of Foreign Affairs and Trade (Document Shredding Services)

Year	Amount
2014	€28,257.69
2015	€27,581.20
2016	€38,914.21
2017	€33,422.17
2018	€44,383.14
2019 (end of August)	€20,901.77