

Request title:

Mobile device usage and Hardware

Date of Response: 25th November 2015

Further to your Freedom of Information request, the Trust has answered your questions in the order they appear in your request.

Request and reply

In Reference To: Mobile Device Usage and Hardware: (Mobile Telephones/Smartphones and Touch Screen Tablets)

- 1) Please confirm the number of mobile phones or smartphones that are funded by the organisation and in use by the organisation.
There are 700.
- 2) The Name of the Organisation who acts as your mobile airtime service provider. (If multiple contracts are set up please confirm each specific provider).
Vodafone and EE.
 - 2.1) please confirm;
 - (a) the date the aforementioned contract(s) started.
Rolling contract
 - (b) the date the aforementioned contract(s) ends.
Rolling contract
 - (c) the date the contract(s) will be reviewed (prior to termination).
November 2015.
- 3) The number of mobile connections within the organisation. (If multiple contracts are set up please confirm each specific provider).
Multiple with Vodafone and Orange.
- 4) Are mobile phones and smart phones purchased separately or 'bundled' as part of the airtime agreement?
Bundled
 - 4.1) If handsets are 'bundled' with an airtime agreement, – please provide a cost breakdown between the devices and the airtime contract. (Example response maybe: The organisation has a contract where the handsets are zero cost although data and calls are paid for — Alternatively — Handsets were purchased at £50 each plus any calls and data.)
Handsets are all purchased and have varying costs and then data and calls have to be paid for in addition to this.
 - 4.2) If handsets are procured separately, please provide details of how many mobile phones or smart phones have been purchased during the previous three years. (Please detail year on year spend and physical number of devices acquired.)
Not applicable.
 - 4,3) If Handsets are procured separately please could you confirm if the devices are leased or purchased outright.
Not applicable.
 - 4.4) Does the organisation make ad-hoc purchases for Handsets during the normal contractual term.
Not applicable.
 - 4.5) Is the procurement process under a specific framework or does the organisation work independently of such a framework? Please provide details of framework if necessary.

Public Services Network which is a Framework.

5) Does the organisation purchase Tablets (for example – iPad's)?

Yes

5.1) If so, please provide details of how many individual devices have been purchased during the previous three years. Please detail year on year spend and physical number of devices procured.

80 iPads in total

5.2) Please could you confirm if the devices are leased or purchased outright.

Purchased outright.

5.3) Is the procurement process under a specific (please detail) framework or does the organisation work independently of such a framework?

Public Services Network which is a Framework.

6) Do you include mobile devices (Phones and Tablets) within your asset register?

Yes within the Telecoms department.

7) If your mobile devices (Phones and Tablets) are not held on your central asset register, please clarify how you manage/trace the mobile devices during their lifecycle within the company.

Not applicable.

8) What happens to mobile devices (Phones and Tablets) at the end of the contract term, or alternatively at the point of retirement?

Phones and tablets either continue to be used, are upgraded, or are returned or recycled.

9) What is the current process for removing all sensitive data from the devices (Phones and Tablets) at the end of the contract term, or alternatively at the point of retirement?

Devices are factory reset and manually wiped to remove any sensitive data.

9.1) Please confirm the name of any third party companies involved in the retirement process, how long they have been contracted and when that contract is due to expire.

Not applicable.

10) Please provide full details of the person who is ultimately responsible for the Airtime Contact. (Please include: Name, Position, E-mail address, Contact Phone Number. Office Location).

The Trusts Procurement department are responsible for all contracts and purchases.

11) Please provide full details of the person who is ultimately responsible for the Ad Hoc Procurement of Mobile Devices. (Please include: Name, Position, E-mail address, Contact Phone Number. Office Location).

As above.

12) Do you currently insure your mobile devices?

The Trust does not routinely insure its mobile devices; this is an option for the budget holder of the department that the phone is provided to.