

Freedom of Information (Scotland) Act 2002

DATE RECEIVED	21/03/2022	SUBJECT	Laminating Pouches		
PASSED TO	Finance	DATE PASSED	21/03/2022	RESPOND BY	11/04/2022
CATEGORY	Private	FoI NUMBER	2020-110		

Question/s to be Answered

Could you please provide me the information on how many plastic laminating pouches/sleeves were purchased in:

- 2019
- 2020
- 2021

Report below show all purchases

Ord Date Transmitted	Ord Line Item Desc	Number of Laminating pouches	Department	Year
18/03/2020	Fellowes A3 Laminating Pouches Gloss 160 Microns (2 X 80) - Pack of 100	100	LERWICK HEALTH CENTRE	2020
02/07/2019	APEX laminating pouch A3 light Box 100	200	COMMUNITY DENTAL	2019
22/01/2021	Fellowes 6001901 Apex Laminating Pouches 75-80 micron A3 Gloss - pack of 100	100	CONTACT TRACING	2021
30/07/2021	Fellowes Apex Laminating Pouch Medium A3 box of 100	100	CAMHS	2021
	Total Cost	£41.87		

Thank you for your assistance in this, these numbers will help to be able to identify opportunities towards net zero.

Also, any chance you can provide who is responsible for the purchases of these items or how much they cost for the board?

The Departmental Manager is responsible for the purchase of these items. Please see table above for relevant manager.