To FOI officer,

This is a request under the freedom of information act. Please send me the following information in a digital format.

1/ How much has the department spent on social media from 2010-2015, broken down by year? Please include details of how many social media pages the department has, how many staff are responsible for maintaining them and their salaries, details and cost of any training courses that staff were sent on (including number of staff who attended, date of training course, company who provided it etc) and the cost of any software purchased in relation to social media. Please also include any other costs relating to social media which are not mentioned above.

2/ Please send me your social media guidelines issued to staff and details of how many people are blocked on each account.

3/ How much did the department spend on PR in 2014 and so far in 2015? Please break the total costs down by month. Please also break the costs down into as many categories as possible (photographers, marketing campaigns, makeup, social media, moneys paid to external PR companies etc).

4/ How much did the department spend on phones, laptops and tablets for employees in 2014 and so far in 2015, broken down by year? Please break the figures down by device type. Please also include the number of each device purchased and detail the models (iPhone 5s etc) in each case.

5/ How much did the department spend on phone bills for staff in 2014 and so far in 2015? Please break the figures down by month. Please also include the top five most expensive monthly bills and top five most expensive annual bills.

Regards,

[policy information]

If you received it in error please notify the sender immediately and then delete it from your system. Please be advised that the views and opinions expressed in this e-mail may not reflect the views and opinions of Associated Newspapers (Ireland) Ltd. or any of its subsidiary companies. We make every effort to keep our network free from viruses. However, you do need to check this e-mail and any attachments to it for viruses as we can take no responsibility for any computer virus which may be transferred by way of this e-mail. Use of this or any other e-mail facility signifies consent to any interception we might lawfully carry out to prevent abuse of these facilities.

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FOI Request Reference: FOI/2015/29

I refer to your request which was received by this office on 26/03/2015 which you have made under the Freedom of Information Act 2014 for records held by this FOI body. Your request sought details regarding Department spend.

The decision makers handling your request are;
- Parts 1 & 3 - Ms Claire Collins, Press Office, Department of Communications, Energy and Natural Resources, 29-31 Adelaide Road, Dublin 2, Telephone 01 6782441.
- Parts 2 & 4 - Ms Mary Breslin, Information Systems Division, Department of Communications, Energy & Natural Resources, Elm House, Earlsvale Road, Cavan, Telephone 01 6782220.
- Part 5 - Mr Fergus N. Casey, Corporate Services Division, Department of Communications, Energy and Natural Resources, Elm House, Earlsvale Road, Cavan, Telephone 01 6783027.

A final decision on your request would normally be sent to you within 4 weeks, where a week is defined as 5 working day excluding the weekend and public holidays. This means that you can expect a decision letter to issue not later than 27/04/2015.

There are some limited situations under the FOI Act which could mean that the period for a final decision may be longer than this 4 week period. If this occurs in the case of your request, you will be advised promptly in writing setting out the reason and the new decision date.

Should our final decision not reach you on time, please feel free to contact the decision maker named above to discuss any problems that may have arisen. If you have not heard from us once the allotted time has expired, you are automatically entitled to appeal for a review of the matter. This review proceeds on the legal basis that the initial request is considered to be refused once the specified time for responding to it has expired. The review is a full and new examination of the matter carried out by a more senior member of staff.

In the event that you need to request such a review, you can do so by writing to FOI Unit, Department of Communications, Energy and Natural Resources, Elm House, Earlsvale Rd, Cavan, Co Cavan or alternatively by sending an e-mail to FOLUNIT@deenan.gov.ie. You should state that you are seeking this review because an initial decision was not sent to you within the time allowed for a response. In that event, you would normally have 4 weeks (after the initial decision should have been sent to you) in which to make the appeal. Consideration will be given to late applications in appropriate circumstances.

Please note the Department of Communications, Energy and Natural Resources has a policy of posting a summary of non-personal requests and decisions on the Departments website.

Yours sincerely,

Carmel Conaty
FOI Unit

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Pithíchear roinbh comhshreachais i uGaeilge

Teach Leasdhána: 29-31 Adelaide Road, Dublin 2, Telephone 01 6782441
Bóithear Glúin: LaGléin 1590 44 99 00 Levhall
An Gabháin: Peaches 4554 16783057 Earls

Elm House, Earlsvale Road, Cavan
27 April 2015

Re: FOI request 2015/29c – Part 1

Dear [Redacted]

I refer to the request which you have made under the Freedom of Information Act 2014 for records held by this body.

A final decision was made on your request by myself on 27 April 2015. I may be contacted by telephone on 01 6782441 in order to answer any questions you may have, and to assist you generally in this matter.

I have contacted you regarding the records you are seeking and our difficulties in finding them. I am sorry to inform you that we cannot locate the records and that I must therefore refuse your request. As is explained below, this decision is made under section 15(1)(a) of the Act.

Section 15(1)(a) of the Act states that an FOI request may be refused if:

'...the record concerned does not exist or cannot be found after all reasonable steps to ascertain its whereabouts have been taken...'

There are three twitter accounts active within the Department:

- @DCENR, the Departmental twitter account;
- @NDSIreland, the twitter account for the National Digital Strategy (http://www.dcenr.gov.ie/Communications/Knowledge+Society/ND5+Twitter.htm);
- @followtheboats, which tracks the boats involved in the INFOMAR project (INTEGRATED MAPPING FOR THE SUSTAINABLE DEVELOPMENT OF IRELAND’S MARINE RESOURCE) (http://www.gsi.ie/Programmes/INFOMAR+Marine+Survey/)

The Department does not have a Facebook or any other social media accounts apart from those mentioned above.

I have spoken with the staff in the relevant sections and they have confirmed that officials manage the twitter accounts as part of their day to day duties, and that there are no records of training courses or software purchased in relation to social media. I therefore must inform you that the records that you are requesting do not exist.

"Fáilteoir roimh comhairleas i nGaeilge

29-31 Bóthar Adélaide, Baile Átha Cliath 2. 01 678 2000 29-31 Adelaide Road, Dublin 2.
Decision
I have listed above the searches undertaken, and the results of those searches. In accordance with the requirements of section 15(1)(a) I am satisfied that all reasonable steps have been taken to identify any records in relation to your request as they do not exist. I am unable to locate the records concerned and must therefore refuse your request on this basis.

Rights of Review
In the event that you are not happy with this decision you can make an appeal in relation to this matter, you can do so by writing to the Freedom of Information Unit, Elm House, Earlsvale Road, Cavan or by e-mail to foi.unit@dcenr.gov.ie. You should make your appeal within 4 weeks (20 working days) from the date of this notification, where a day is defined as a working day excluding, the weekend and public holidays, 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 body.

Should you have any questions or concerns regarding the above, please contact me by telephone on 016782441.

Yours sincerely,

Claire Collins
Press Officer