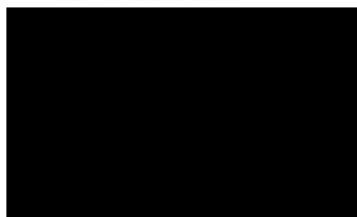


22 January 2018



PO Box 12477
Dublin 1, Ireland
T + 353 1 874 2277
E info@caranua.ie
W www.caranua.ie

Re: FOI request

Dear 

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

I have been given Version 5 of the Guidance on services, limits and suppliers.

I wish to see all earlier versions inter alia Version 1, 2, 3 and 4.

This is requested under the Freedom of Information Act 2004.

A final decision has now been made to refuse your request on 22 January 2018.

The purpose of this letter is to explain that decision. This explanation has the following parts:

1. A schedule of all of the records covered by your request;
2. An explanation of the relevant findings concerning the records to which access is denied, and
3. A statement of how you can appeal this decision should you wish to do so.

This letter addresses each of these three parts in turn.

1. Schedule of records

A schedule is enclosed with this letter. It shows the documents that this body considers relevant to your request. It describes each document and refers to the sections of the FOI Act which apply to prevent release. The schedule also refers you to sections of the detailed explanation given under heading 2 below, which are relevant to the document in question. It also gives you a summary and overview of the decision as a whole.

2. Findings, particulars and reasons for decisions to deny access

Section 15 of the FOI Act 2014 allows for the refusal of access on administrative grounds. It is with this in mind that the decision has been made to refuse access to the records that you have sought access to on the basis that it would cause substantial and unreasonable disruption of work.

*15 (1) A head to whom an FOI request is made may refuse to grant the request where –
(c) in the opinion of the head, granting the request would, by reason of the number or nature of the records concerned or the nature of the information concerned, require the retrieval and examination of such kind of records concerned as to cause a substantial and unreasonable interference with or disruption of work (including disruption of work in a particular functional area) of the FOI body concerned.*

Caranua is the name of the
Residential Institutions Statutory Fund

Board: David O'Callaghan (Chair)
Patricia Carey, Damian Casey,
Thomas Cronin, Thomas Daly,
Katherine Finn BL, Frances Harrington,
Dr. Mary T. Lodata, Francis W. Treanor BL

The records to which you have sought access contains information that is now outdated. Caranua has published on its website the most up to date version of the Guidance on services, limits and suppliers on the website.

The Guidance on services, limits and suppliers document is a living document, as is indicated by the publication of new editions of the document over time. The document has relevance only to decisions that were made at a particular time. The information contained in the earlier versions of the document has no bearing on the decisions currently being made by Caranua.

Publishing older versions of the Guidance on services, limits and suppliers would cause considerable disruption to the work of the services team, who process applications for services in line with the published Criteria (Information and guidelines for making an application [May 2014] and Applying for Services [June 2016])

Section 15 (1) (a) allows for the refusal of access to records on administrative grounds when the record concerned does not exist. Having carried out a search for the record concerned (identified as record number 2 in the schedule of records), I have determined that Edition 2 of the Guidance on services, limits and suppliers does not exist. Edition 3 of the Guidance on services, limits and suppliers was mislabelled. Edition 3 is in fact the second version of the Guidance on services, limits and suppliers document.

*15 (1) A head to whom an FOI request is made may refuse to grant the request where –
(a) the record concerned does not exist or cannot be found after all reasonable steps to ascertain it's whereabouts have been taken*

3. Rights of appeal

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, PO Box 12477 Dublin 1 or by e-mail to foi@caranua.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.

Should you have any questions or concerns regarding the above, please contact me by telephone on 1800 212 477 or 01 874 2277.

Yours sincerely,



RONAN O'HALLORAN

Quality, Compliance and Information Officer

Date Files Printed: 22 January 2018

Staff Member: Ronan O'Halloran

Job Title: Quality, Compliance and Information Officer

Summary of decision:

The request was refused under the Freedom of Information Act 2014.

Freedom of Information Schedule of Records						
FOI Request Reference Number: CC - 002479						
Rec. No.	No. of pages	Date of Record	Brief description of record	Decision	Basis for refusal	Other
1	56	July 2016	First edition of the 'Guidance on assessing applications under the new arrangements' document.	Refused	15(1)(c)	N/A
2	0	N/A	The second edition of the 'Guidance on assessing applications under the new arrangements' document does not exist – Edition 3 was mislabeled.	Refused	15(1)a)	N/A
3	120	January 2017	Third edition of the Guidance on services, limits and suppliers, including a new index and glossary	Refused	15(1)(c)	N/A
4	121	June 2017	Fourth edition of the Guidance on services, limits and suppliers including an index and glossary	Refused	15(1)(c)	N/A