



**Oifig an Ard-Rúnaí**  
An Roinn Oideachais agus Scileanna



**Office of the Secretary General**  
Department of Education and Skills



17 September 2015

**Re: FOI request 2015/240**

Dear

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

*Briefing material prepared for the Secretary General of the Department of Education and Skills Seán Ó Foghlú in relation to his appearances before the Dáil's Public Accounts Committee meeting on 11<sup>th</sup> June 2015 and 9<sup>th</sup> July 2015.*

I, Stacey Cannon, have now made a final decision to part grant your request on 24<sup>th</sup> July 2015.

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**

The sections of the Act which can apply to deny access to documents are known as its exemption provisions.

The sections of the Act used in relation to this FOI query are named in the attached schedule of records.

## **3. Right of appeal**

You may appeal this decision within 4 weeks of receiving this letter which will involve a complete reconsideration of the matter by a more senior member of the staff of this Department. In the event that you need to make such an appeal, you can do so by writing to the Freedom of Information Unit, Department of Education and Skills, Marlborough Street, Dublin 1. Your correspondence should include a fee of €30 for processing the appeal. Payment should be made by way of personal cheque or postal money order made payable to the accountant the Department of Education and Skills. Please note the Department of Education and Skills no longer accept cheque payments from business users. For further information regarding payment methods for business users, please email [foi@education.gov.ie](mailto:foi@education.gov.ie)

Should you have any questions or concerns regarding the above, please contact me by telephone on 01-8896433.

Yours sincerely,



Stacey Cannon  
Private Secretary  
Secretary General's Office