



**Oifig an tAire um Ardoideachas**  
**Office of the Minister for Higher Education**

Monday, April 16, 2018

[REDACTED]

**Re: FOI request 2018/114**

Dear [REDACTED]

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

**All correspondence with Microsoft, agendas for meetings, minutes of minutes, briefing notes prepared for Minister in advance of meetings, briefing notes for officials/advisors in advance of meetings that relate to the following engagements with Microsoft**

<https://www.lobbying.ie/return/12881/microsoft-ireland-operations-ltd>

<https://www.lobbying.ie/return/24376/microsoft-ireland-operations-ltd>

<https://www.lobbying.ie/return/24375/microsoft-ireland-operations-ltd>

**I would also like all correspondence, agendas for meetings, minutes of meetings, briefing notes prepared for meetings with Microsoft since 1 Jan 2018**

I refer to Mr. Paul Daly's e-mail correspondence to you dated 29/03/2018 advising that the FOI Unit has been advised that the Department holds no relevant records sought by you regarding Lobbying Returns 12881 & 24375,

I, Helena Boyle, have now made a final decision to grant your request on Monday 16<sup>th</sup> April, 2018.

You have sought access to the records by means of receipt of documentation via email, and I consider this an appropriate form of access in this case. Accordingly, a copy of the records is now enclosed including a copy of the schedule to these records.

## Right of appeal

You may appeal this decision. 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 D01 RC96 or email [foi@education.gov.ie](mailto:foi@education.gov.ie)

Your correspondence should include a fee of €30 (€10 for medical card holders) for processing the appeal. Payment should be made by way of personal cheque or postal money order made payable to the accountant in 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)

You should make your appeal within 4 weeks 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.

## Publication

All non-personal FOI requests will be recorded on an FOI disclosure log which will be published on the Department of Education and Skills website in due course. Should you wish to discuss the above, please contact me by telephone at 01 889 2018.

Yours sincerely,



**Helena Boyle**  
**Minister Mary Mitchell O'Connor's Office**  
**Department of Education and Skills**  
**Marlborough Street**  
**Dublin 1**  
**D01 RC96**

**Ph: (01) 889 2018**

**E-mail: [helena\\_boyle@education.gov.ie](mailto:helena_boyle@education.gov.ie)**