Reference Number:	FOI202223//593
From:	Private Individual
Date:	16 February 2023
Subject:	Software for recording Record of Processing Activity (ROPA

Q1   Does your organisation use any applications or software to record Record of Processing Activity (ROPA)?
   a. If so, please state the product name(s) and version numbers(s) (if known)

A1   No specific software used records maintained using Microsoft Excel.
   a. Microsoft Excel, this is O365 package 16.015601.20456

Q2   Does your organisation use any applications or software to support preparation for, or maintenance of ISO 27001 and/or ISO 27701 compliance?
   a. If so, please state the product name(s) and version numbers(s) (if known)

A2   No, we do not have any software to support or maintain ISO 27701
   a. Not applicable

Q3   Does your organisation use any applications or software associated with data breach management?
   a. If so, please state the product name(s) and version numbers(s) (if known)

A3   No specific software used, data breaches are recorded and managed as incidents using Ulysses Safeguard System. Externally reportable data breaches would be reported to the Information Commissioner's Office via the NHS Data Security Protection Toolkit
   a. Ulysses Safeguard System, web-version. We use shortcut to the website.

Q4   Does your organisation use any applications or software for Policy Management?
   a. If so, please state the product name(s) and version numbers(s) (if known)

A4   We have a bespoke Document Management System developed in house and built on SharePoint. It includes approval and ratification flows, review reminders and version archiving for Trust Policies, Guidelines, Standard Operating Procedures and Patient Information Leaflets.
   a. SharePoint, a web-based platform

Q5   Does your organisation use any applications or software associated with handling FOI requests?
   a. If so, please state the product name(s) and version numbers(s) (if known)

A5   No specific software used records maintained using Microsoft Excel.
   a. Microsoft Excel, this is O365 package 16.015601.20456

Q6   Does your organisation have any plans to explore the market regarding data privacy compliance tools? If so, please describe

A6   Information not held – no plans

Q7   Who is responsible for procuring ICT applications that support your organisation's Information Governance teams? A job-title & directorate will be sufficient

A7   Leanne, Fearnehough, Associate Director of Operational IT, iDigital