

Dear FOI Applicant,

We note you have not provided a timeframe in your request. We suggest the following timeframe: **1 January 2022 to 13 September 2023** (being the date of your request), but invite you to notify us of a different timeframe if you prefer.

Unless we hear from you by **close of business 28 September 2023**, we will proceed on the basis that you agree to our proposed timeframe.

Yours faithfully,

FOI team