

Date: 05 March 2024
Our ref: K: FOI/Ref: 2024-000073
Email: nss.pcf-foi@nhs.scot

Dear [REDACTED]

Freedom of Information Reference: FOI-2024-000073 – Cleaning Audit Surveys.

I refer to your freedom of information request that we received on 12 February 2024. We have now completed the search of our records and can provide you with the following information:

a. Who is responsible for your cleaning audit surveys?

NHS National Services Scotland (NSS) Facilities Supervisors and Assistant Accommodation Managers carry out cleaning audits.

b. Can you outline how cleaning audit surveys are completed?

Cleaning audits are carried out following the NHS Scotland National Monitoring Framework. The framework sets out the requirements for the minimum frequency and methods of audit.

c. What software, if any, is used to complete and report on cleaning surveys?

Synbiotix Facilities Monitoring tool (FMT).

d. If you use software to complete cleaning audits, what was the original contract start and end date?

The contract was arranged through a national framework tendered in 2011 and commenced in April 2012. The call off contract was for an initial term of 5 years; following expiry of the initial term the agreement continues on a rolling basis subject to termination by either party.

e. If you use software to complete cleaning audits, what was the contract cost per year?

The contract cost per year is circa 12k.

f. If you use software to complete cleaning audits, how was this procured (direct award/ tender etc).

The contract was arranged through a National Single Supplier Framework tendered and awarded in 2012, arranged between NHS National Services Scotland (the 'Common Services Agency') and Synbiotix Limited.

I trust you will find the information of assistance and if you require any further information, please do not hesitate to contact me.



Chair Keith Redpath
Chief Executive Mary Morgan
Director Julie Critchley

*NHS National Services Scotland is the common name of the
Common Services Agency for the Scottish Health Service*

If you are unhappy with any aspect of how we have dealt with your request, you can make representations to us asking us to review the handling of your request. Please write to the

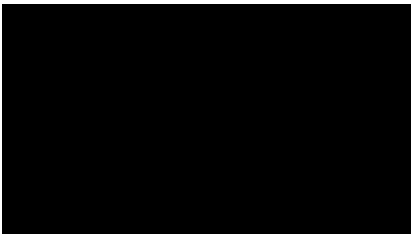
Head of Information and Cyber Security
Digital and Security
NHS National Services Scotland
Headquarters
Gyle Square
1 South Gyle Crescent
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EH12 9EB

or at the email address nss.foi@nhs.scot within 40 working days of the date of this correspondence.

If after a review you are still unhappy, you also have the right to apply to the Scottish Information Commissioner, who can be contacted at Kinburn Castle, St Andrews, Fife, KY16 9DS, or via their [online application form](#).

If you have any queries about this letter, please contact me at the above address.

Yours sincerely



Chair	Keith Redpath
Chief Executive	Mary Morgan
Director	Julie Critchley

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