

Reference Number: FOI2021/257
From: Commercial
Date: 22 July 2021
Subject: Franking use and charges

Q1 How many 2nd Class letters were franked through your hospital's franking machine(s) in the past 12 months?

A1 [Information not held – This information is not routinely recorded in this format](#)

Q2 What is the franking charge currently being paid for a standard size 2nd Class letter?

A2 [44p for franked 2nd class letters](#)

Q3 What is the name of the person responsible for the Trust's Postal budget?

A3 [Sharon Hindley - Facilities Manager](#)

Q4 Are your post room staff NHS employees or has the post room function been outsourced to an external company and if so, when does the contract end?

A4 [NHS Staff](#)