



Date
23 May 2024

Post Office
100 Wood Street
London EC2V 9ER

Your Ref:

Classification:
Public

Dear [REDACTED],

Freedom of Information Request – FOI2024/00612

We are writing in response to your email received by Post Office Limited (“**Post Office**”) on 16 April, which has been dealt with under the terms of the Freedom of Information Act 2000 (“**FOIA**”).

In your email you have requested the information shown verbatim in bold below:

“1/ Are the Post Office (PO) currently using Microsoft Office M365/O365 subscriptions to licence its desktops?”

2/ If the answer to question 1 is yes, can you confirm the date (PO) initially migrated to Microsoft Office M365/O365?

3/ If the answer to question 1 is yes, can you confirm what version(s) and quantities of perpetual (owned outright)/On Premise desktop application licences (such as Microsoft Office) were previously used to licence your desktops?

4/ Did (PO) use the 'FromSA' product SKU when it initially migrated to M365/O365 to obtain discounts?

If PO have migrated to M365/O365 please answer the following

5/ Did Microsoft (or a third party on its behalf) carry out an audit of your Microsoft software assets in the period prior to your potential migration to O365/M365?

6/ If so, what date did any such audits start and finish?

7/ What is the corporate identity of the party carrying out the audit, e.g. Microsoft or the name of the third-party auditing company?

8/ Did the audit identify any breaches of, underlicensing, or non-compliance with, your licensing conditions?

9/ If so, were any incentives relating to such breaches or non-compliance given by Microsoft to encourage your organisation to move to Microsoft cloud subscription licences?

10/ If so, please provide details/documentation of these incentives.

Please note; Under s.3(2) of FOIA, a public enterprise/organisation is obliged to provide information that it either holds or is held on its behalf. As a matter of law, information is held on a public enterprise/organisation's behalf if it has a contractual right to view that information.

We are not requesting this information to generate any commercial activity, nor are we carrying out any journalistic investigations.”

We can confirm that Post Office does hold the information you have requested.

- 1. Are the Post Office (PO) currently using Microsoft Office M365/O365 subscriptions to licence its desktops?**

Yes.

- 2. If the answer to question 1 is yes, can you confirm the date (PO) initially migrated to Microsoft Office M365/O365?**

Post Office Limited (POL) started using M365/O365 following the separation from Royal Mail. The first Microsoft Enterprise Agreement Contract, signed by POL, as an Entity in their own right was on the 30th April 2015.

3. **If the answer to question 1 is yes, can you confirm what version(s) and quantities of perpetual (owned outright)/On Premise desktop application licences (such as Microsoft Office) were previously used to licence your desktops?**

None were used.

4. **Did (PO) use the 'FromSA' product SKU when it initially migrated to M365/O365 to obtain discounts?**

Post Office did not use 'FromSA'.

5. **Did Microsoft (or a third party on its behalf) carry out an audit of your Microsoft software assets in the period prior to your potential migration to O365/M365?**

No audit was carried out.

6. **If so, what date did any such audits start and finish?**

Not applicable.

7. **What is the corporate identity of the party carrying out the audit, e.g. Microsoft or the name of the third-party auditing company?**

Not applicable.

8. **Did the audit identify any breaches of, underlicensing, or non-compliance with, your licensing conditions?**

Not applicable.

9. **If so, were any incentives relating to such breaches or non-compliance given by Microsoft to encourage your organisation to move to Microsoft cloud subscription licences?**

Not applicable.

10. **If so, please provide details/documentation of these incentives.**

Not applicable.

If you are dissatisfied with the handling of this response, you do have a right to request an internal review. You can do this by writing to the address above within 40 working days of receipt of this response stating your reasons for your internal review request or alternatively, by emailing information.rights@postoffice.co.uk.

If, having requested an internal review by Post Office, you are still not satisfied with our response you also have a right of appeal to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 0303 123 1113
www.ico.org.uk/foicomplaints

Yours sincerely,

Information Rights Team
information.rights@postoffice.co.uk
<https://corporate.postoffice.co.uk/en/governance/access-to-information/access-to-information/>

Post Office Limited is committed to protecting your privacy, information about how we do this can be found on our website at www.postoffice.co.uk/privacy