



**SCHEDULE 6:**

**CONTRACTOR KEY PERSONNEL**

<b>Version number</b>	<b>Issue Date</b>	<b>Comment</b>
1.0	28 November 2025	Execution Version



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1. **Table of Key Personnel**

<b>Position</b>	<b>Clause reference</b>	<b>Name of Individual</b>
Director	<b>Clause 34 (The Director).</b>	[Redacted – Personal Information]
Equality, Diversity and Inclusion Officer	<b>Clause 29.9 (Equality, Diversity and Inclusion Officer).</b>	[Redacted – Personal Information]
Prescribed Documentation Security Officer	<b>Clause 64.9.6 (Security and Confidentiality of Prescribed Documentation).</b>	[Redacted – Personal Information]
Quality Management Officer	<b>Clause 26.2 (Quality Management Officer).</b>	[Redacted – Personal Information]
Sustainability Lead	<b>Paragraph 4.2 of Schedule 12 (Sustainability).</b>	[Redacted – Personal Information]
Head of Offender Management Services (HOMS)	In accordance with <b>Schedule 4 (Authority Policies)</b> . All prisons must have a manager, responsible for managing the offender management unit and its work to support offender management in custody.	[Redacted – Personal Information]
Digital and ICT Security Lead	<b>Paragraph 3.2 of Schedule 2 (Digital).</b>	[Redacted – Personal Information]
Local Information Manager	In accordance with <b>PSI – 04/2018</b> (as amended from time to time). The Local Information Manager is a mandated role and is responsible for ensuring the lifecycle of a record through an Information Asset Register (IAR), they must also ensure an Information Risk Register,	[Redacted – Personal Information]



	Destruction Log is setup and reviewed periodically. They are also the contact point for all data losses/compromises.	
Information Access Representative	In accordance with the <b>Information Requests Policy Framework</b> . The information access representative is a mandated role and is responsible for all SAR's and logging FOI requests etc. This role is mandated in the Information Requests Policy Framework.	[Redacted – Personal Information]
Clinical Director of the Democratic Therapeutic Community	<b>Paragraph 11 (Staffing, staff training and support) of Part 7 (Democratic Therapeutic Community) of Schedule 1 (Authority's Custodial Service Requirements)</b>	[Redacted – Personal Information]