

4 February 2025

## Your request for information under the Freedom of Information (Scotland) Act 2002 (“the Act”)

Thank you for your request for information which was received by VisitScotland on 7 January 2025, requesting information regarding staff given permission to work from outside the United Kingdom:

*This is an information request relating to quango staff being given permission to work from outside the United Kingdom. By United Kingdom, I refer to Northern Ireland, England, Wales and Scotland, not including the crown dependencies.*

*Please include the following information for the following financial years, 2021/22, 2022/23, 2023/24 :*

- The number of employees currently with permission to work outside of the United Kingdom*
- The number of employees who were given permission to work outside of the United Kingdom in the 2021/22, 2022/23, 2023/24 financial years*
- If possible, for each employee given permission, please provide their pay band, and the country which they were provided permission to work from*

### VisitScotland’s response

We consider that part of this information is exempt from disclosure under Section 25 of the Act. Section 25 exempts information from disclosure where the requester can reasonably obtain the information without seeking it through a Freedom of Information request. We have previously answered a Freedom of Information request regarding the financial years 2021/22 and 2022/23 and published a copy of our response in November 2023. You may find a copy of our response here:- [Freedom Of Information - Our Policies | VisitScotland.org](#)

As part of our flexible working policy, staff may request to work remotely overseas for a maximum of two weeks each calendar year. These requests are subject to a series of strict guidelines which must be adhered to, and staff travel and work remotely at their own expense.

In the financial year 2023/24, 10 members of staff were given permission to work from abroad. Please see the requested information for the financial year 2023/24:-

<b>Pay Band</b>	<b>Country Allowed to Work from</b>	<b>Length of Time allowed to work abroad</b>
H	Spain	2 weeks (1 week stints)
F	New Zealand	12 Days over 4 weeks
D	France	2 weeks (October)
H	Spain	1 week
E	Spain	1 week
H	Poland	2 weeks
E	Italy	1 Week
H	Spain	2 weeks
I	Belgium	1 week
H	Poland	1 week

## Your right to request a review

If you wish to request a review of your application under either the Freedom of Information (Scotland) Act 2002 or the Environmental Information (Scotland) Regulations 2004, your request should be submitted to us in writing, or another permanent format (for example e-mail or voice recording) to:

Ms Vicki Miller  
Chief Executive  
VisitScotland  
Waverley Court  
4 East Market Street  
Edinburgh  
EH8 8BG

Telephone: 0131 473 3603  
E-mail: [vicki.miller@visitscotland.com](mailto:vicki.miller@visitscotland.com)

The request for a review should be received by us within 40 days of the date of this letter. Any request for a review should also set out, in as much detail as possible, the reasons why you are not satisfied with our response or the manner in which we have dealt with your application

If you are not satisfied with the result of the review, then you have the right to appeal to the Scottish Information Commissioner.

You can contact the Scottish Information Commissioner at:

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
Fife  
KY16 9DS

Telephone: 01334 464610  
Fax: 01334 464611  
Email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

You also have the right to appeal to the Court of Session in Scotland on a point of law concerning our response.