



Dear Colleague,

## **REVISED STATIONERY ORDERING ARRANGEMENTS**

### **Summary**

1. This Circular informs NHS Boards of Revised arrangements for ordering stationery.

### **Detail**

2. APS Group Management Services have been awarded the Scottish Government Design, Print, Publishing and Associated Services (DPPAS) contract with effect from 5<sup>th</sup> April 2010.

3. APS is now responsible for the storage and distribution of stationery.

4. Details for ordering arrangements have now been confirmed as below and should be used with immediate effect.

Email: [stockorders.DPPAS@apsgroup.co.uk](mailto:stockorders.DPPAS@apsgroup.co.uk)  
Fax F.A.O Karen McCallum: 0131 629 9967  
Tel: 0131 629 9938

### **Action by NHS Boards**

5. NHS Boards are asked to draw the contents of this letter to the attention of all persons involved with ordering NHS stationery including posters and leaflets.

Yours sincerely

**FRANK STRANG**  
Deputy Director

14 April 2010

### **ADDRESSES**

#### For action

Chief Executive, NHS Boards

#### For information

Chief Executive, NHS National Services Scotland

Chief Executive, NHS 24

Counter Fraud Services

### **Enquiries to:**

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