

# 231129 (118) FOI Four Day Working Week

**From:** [Freedom of Information](#)  
**To:** [REDACTED]  
**Cc:** [Freedom of Information](#)  
**Subject:** Freedom of Information Request  
**Date:** 29 November 2023 09:00:00  
**Attachments:** [REDACTED]

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Dear [REDACTED]

Thank you for your freedom of information request of 15 November 2023. We are responding to you under the Freedom of Information (Scotland) Act 2002.

## FOI REQUEST

Am I right in understanding that the Scot. Govt. has chosen your org. for a pilot scheme enabling your staff to work 4 days per week instead of 5 but with no salary reductions? If so when will such a scheme start? And has it a fixed term to run?

## FOI RESPONSE

Information on South of Scotland Enterprise's four day working week pilot is available on the our website - <https://www.southofscotlandenterprise.com/news/sose-begins-new-way-of-working-pilot>.

The new way of working pilot started on Monday 2 October 2023 and will run for 12 months with staff at SOSE working four day a week patterns from Monday to Friday, reducing their current working week by only three hours.

As this is a pilot, terms and conditions remain the same for SOSE staff.

You have the right to request a review of the way in which this request has been processed. Should you wish to exercise this right, you will need to contact us within 40 working days of receipt of this email. If you remain dissatisfied on completion of the review, you have the right to appeal to the Office of the Scottish Information Commissioner and thereafter to the Court of Session on a point of law only:

Scottish Information Commissioner  
Kinburn Castle  
Doubledykes Road  
St Andrews  
Fife  
KY16 9DS  
Telephone: 01334 464610  
<http://www.itspublicknowledge.info>  
or for online appeals:  
[www.itspublicknowledge.info/Appeal](http://www.itspublicknowledge.info/Appeal)

Regards,  
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