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**From:** Andy Wood [andy.wood@cabinetoffice.gov.uk]  
**Sent:** 02/11/2023 15:52:53  
**To:** Chris Hall [chris.hall@cabinetoffice.gov.uk]  
**CC:** Andy Wood [andy.wood@cabinetoffice.gov.uk]  
**Subject:** Fwd: Lord Agnew Readout and Proposed Response - please let me know clearance process - thks.

Request from Lord A re high priority.

Best  
A

Andy Wood  
Commercial Specialist  
Complex Transactions Team  
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----- Forwarded message -----

**From:** Andy Wood <[andy.wood@cabinetoffice.gov.uk](mailto:andy.wood@cabinetoffice.gov.uk)>  
**Date:** Wed, 25 Mar 2020 at 15:11  
**Subject:** Lord Agnew Readout and Proposed Response - please let me know clearance process - thks.  
**To:** Janette Gibbs <[janette.gibbs@cabinetoffice.gov.uk](mailto:janette.gibbs@cabinetoffice.gov.uk)>

### 24/03/2019 - Readout - Meeting with Andy Wood

- Andy set out PPE supply situation
- Lord Agnew set out need for proactive comms on supply situation to prevent panic buying
- Andy updated that some countries, such as India, are starting to block export of PPE
- Lord Agnew asked if FCO staffing in Embassies was sufficient
  - Andy said we need another 24 hours to assess the situation and said FCO had done a good job so far.

**Action:** Andy to highlight if he feels embassies need more commercial people working in them on PPE, etc.

#### Proposed Response

Regarding FCO - FCO staffing is sufficient. Beijing extremely focussed and helpful. Established two shifts/teams. So far resulted in 7 purchase orders, 2nd wave to follow. Wider FCO established a task force.

Another action I took was to advise Lord Agnew if we could fast track ministerial/seniors emails regarding offers of help that they were sending through. We have developed a public proforma - very simple, that automatically populates our database. We may change that by providing a field that alerts us to a 'ministerial/seniors link' but we need to do this carefully so as to avoid ministers inboxes being clogged up with scammers claiming association. In the meantime, and for Lord Agnew please send 'hot' leads to myself,

**NR**

[@cabineoffice.gov.uk](mailto:andrew.wood@cabineoffice.gov.uk) and [hannah.bolton@cabineoffice.gov.uk](mailto:hannah.bolton@cabineoffice.gov.uk)

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