

ROYAL BOTANIC GARDEN EDINBURGH

FREEDOM OF INFORMATION

PUBLICATION SCHEME

The Publication Scheme for the Board of Trustees of the Royal Botanic Garden,
Edinburgh

Royal Botanic Garden Edinburgh Publication Scheme

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1. INTRODUCTION

The dissemination of information is at the centre of the Royal Botanic Garden Edinburgh's Mission. Under the terms of the National Heritage Act 1985, the Board of Trustees is charged with among other matters:

"To carry out investigation and research into the science of plants and related subjects and disseminate the results of investigation and research".

"Provide advice, instruction and education in relation to those aspects of the science of plants with which the Board are for the time being in fact concerned.

This document sets out the Royal Botanic Garden's response to section 23 of the Freedom of Information (Scotland) Act 2002, which requires all public authorities to make information available proactively. Hard copies of this document may be obtained by writing to the Freedom of Information Manager, Royal Botanic Garden Edinburgh, 20A Inverleith Row Edinburgh EH3 5LR. All copies, up to a maximum of 2 per person, are free of charge. Charges for additional copies beyond 2 will be specified at the time of any request.

2. ABOUT THE ROYAL BOTANIC GARDEN EDINBURGH

The Royal Botanic Garden Edinburgh (RBGE) was founded in the 17th century as a 'Physic Garden', growing medicinal plants. This first Garden was in St Anne's Yard, part of the Holyrood Palace grounds, and occupied an area the size of a tennis court. It now extends to four sites – Edinburgh, Benmore (near Dunoon in Argyll), Logan (near Stranraer in Galloway) and Dawyck (near Peebles in the Borders), and is the second richest collection of plant species in the world.

Since the 19th century it has received public funding, and it is now sponsored by the Scottish Executive Environment and Rural Affairs Department (SEERAD). It has a remit and mission whose origins are in the National Heritage (Scotland) Act 1985.

The Garden is first and foremost a scientific institution, dedicated to discovering and describing plants and their relationships, evolution, conservation and biology. This research is underpinned by the Garden's internationally important collections of living and preserved plants, a large specialist library, and by modern well-equipped laboratories.

The four Gardens are also major tourist attractions within Scotland, providing inspiration and relaxation to visitors from all over the world. At Edinburgh, the grounds feature a world-famous rock garden, peat and woodland gardens, colourful herbaceous borders, large and well-stocked plant houses, and several specialist collections, including Chinese plants, and Rhododendrons. Benmore, with its milder oceanic climate, grows trees and shrubs from high rainfall areas, especially conifers and Rhododendrons. Logan, Scotland's most exotic garden, has an almost sub-tropical climate, and provides ideal

growing conditions for Southern Hemisphere plants and others. Dawyck is particularly suitable for hardy plants from the world's cooler climates.

Education is a major part of our work, and is inclusive of all ages and stages, from casual visitors to botany students, and from small children to senior citizens. Formal education courses include the teaching and supervision of horticultural and postgraduate botanical research students.

3. SENIOR MANAGEMENT STRUCTURE

Board of Trustees

A Board of Trustees comprising up to 9 members is appointed by SEERAD to oversee the management of the Royal Botanic Garden Edinburgh; to ensure that the Royal Botanic Garden Edinburgh has an adequate risk management structure in place and to provide strategic guidance to the Senior Management. The Board, through its Chairman, is accountable to Scottish Ministers. There is an Audit Committee, comprising members of the Main Board and with its own Chairman reporting to the Board, whose role is to ensure financial propriety. A trustee has the responsibility for being the champion for Health and Safety matters. A separate Board of Directors of the Botanics Trading Company Limited exists to oversee the activities of the commercial arm and this Board comprising mainly of Trustees is accountable to the main Board of Trustees. The Boards of Trustees and Directors meet quarterly, normally in March, July, October and December. In December a meeting is held which is open to members of the public.

Regius Keeper

The Regius Keeper of the Royal Botanic Garden Edinburgh acts as its Chief Executive and is accountable to the Chairman and Board of Trustees for the effective, efficient and economic management of the Garden. He is also appointed as the Accountable Officer for the Royal Botanic Garden Edinburgh and is responsible to the Scottish Parliament for these duties.

Senior Management Team

The Regius Keeper, the Directors of Science, Horticulture, Public Programmes and Corporate Services Divisions comprise the Senior Management Team (SMT) who collectively make organisational management decisions on matters which affect the Garden as a whole.

Senior Management Group

The Senior Management Team is expanded to include the Finance Director and other Deputy Divisional Directors to form the Senior Management Group (SMG). It meets monthly to review financial and other performance management issues. This group also recommends the Agenda for the Board of Trustees Meetings.

4. PERSONAL INFORMATION

Under the Data Protection Act 1998 you have the right to ask the Royal Botanic Garden Edinburgh to inform you whether it processes any personal information relating to you and if so to provide you with a copy of such data. This is called a subject access request. If you wish to access your personal information from the Royal Botanic Garden Edinburgh you should make your request in writing to the following address:

Data Protection Officer
The Royal Botanic Garden Edinburgh
20A Inverleith Row
EDINBURGH
EH3 5LR

Telephone: 0131 248 2989

5. COPYRIGHT STATEMENT

The material available under this Publication Scheme is copyright to the Board of Trustees, Royal Botanic Garden Edinburgh, unless otherwise stated. In most cases, information which is generated by the Royal Botanic Garden Edinburgh and included in this publication scheme may be reproduced for information and for personal use only.

6. RECORDS DISPOSAL STATEMENT

To comply with Public Records legislation, the Royal Botanic Garden Edinburgh is required to have in place Record Retention and Disposition Schedules (RRDS) in respect of all documents that it creates and holds. These RRDS set out the lengths of time for which all types of documents must be held. This means that whilst the Freedom of Information (Scotland) Act 2002 is retrospective, it will only be possible to provide copies of Royal Botanic Garden Edinburgh documents that are still in existence. The Royal Botanic Garden Edinburgh Record Retention and Disposition Schedules (RRDS) is contained within section 14; the Publication List.

7. THE FREEDOM OF INFORMATION ACT

The Freedom of Information (Scotland) Act received Royal Assent on 28 May 2002. Its intention was to promote the development of a culture of openness in government and public bodies. The Act establishes a general right of access to all types of information held by public authorities and requires these public bodies to disclose information, subject to a range of exemptions. RBGE will be required to implement the Act by January 2005. From January 2005, anyone will be able to ask for information, although the request must be in a format capable of permanency for example by letter, email, tape or video.

Where information is exempt from disclosure RBGE is required to consider whether maintaining the exemption outweighs the public interest.

8. THE ROYAL BOTANIC GARDEN EDINBURGH PUBLICATION SCHEME

Under the Freedom of Information (Scotland) Act public bodies should be clear and proactive about the information they make available. Section 23 of the Act requires the preparation of a Publication Scheme which sets out:

- the classes of information the Royal Botanic Garden Edinburgh (RBGE) publishes or intends to publish;
- the manner in which they will be published;
- whether or not the information is available free of charge.

RBGE's Publication List is set out at section 14 of the Publication Scheme and it outlines the information RBGE makes available to the Public, and how it can be obtained. The Publication Scheme, including the Publication List will be periodically reviewed, amended and updated to include new or additional published information.

The information listed in RBGE's Publication Scheme may be made available in electronic format and/or printed or hard copy format. Information listed in this Scheme that is made available via a hyperlink from this document to the relevant pages on RBGE's web site will be free of charge. Furthermore, any information request made which can be e-mailed to the applicant will also be free of charge. Hard copy of information listed in the Scheme is available upon request for which there will be a charge of 10 pence per A4 page applied to requests for single and multiple documents. However any fee of less than £5 will be waived. The specific cost for providing guide books etc. have been detailed in the Publication List.

9. CLASSES OF INFORMATION IN THE PUBLICATION SCHEME

The Royal Botanic Garden Edinburgh (RBGE) is committed to publishing a wide range of information of interest to the general public and specialised audiences. RBGE's Publication List (section 14) arranges material that the Garden publishes or plans to publish into classes, reflecting different areas of interest. These include:

- Science, Horticulture and Education
- Organisation and Management
- Information for Visitors

10. EXEMPT INFORMATION

RBGE's aim is to be as open as possible. However, information may be withheld from any of the classes of information listed below where we consider that disclosure may seriously prejudice law enforcement, legal proceedings or our regulatory or enforcement activity or where the disclosure is otherwise prohibited by law. We may also withhold information if its disclosure would breach the law of confidentiality or seriously prejudice the commercial interests of any person or organisation. We may also withhold information which is personal information under the Data Protection Act 1998.

In these cases, we will withhold the information and indicate why the information is being withheld. If you wish to complain about information which is being withheld from you, please read the "complaints" section below.

11. PROCEDURES

The procedures for obtaining information about the Royal Botanic Garden Edinburgh are detailed below:

- access through the web in electronic form from The Royal Botanic Garden Edinburgh Web Site: <http://www.rbge.org.uk> and the appropriately indicated web page detailed at section 14: The Publication List. Within the Publication List (section 14) direct links to the documentation have been set up for ease of access.
- information can be requested by writing to The Freedom of Information Manager, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR. Requests for information can also be made by telephone, e-mail and fax as detailed below:

telephone: (0131) 248 2870

e-mail: j.mccrorie@rbge.org.uk

fax: (0131) 248 2902 (faxes you be addressed 'for the attention of the Freedom of Information Manager')

General enquiries can be made by telephoning our switchboard on 0131 552 7171, e-mailing to info@rbg.org.uk or by writing to, Freedom of Information Manager as above

12. CHARGES FOR INFORMATION NOT INCLUDED IN THE PUBLICATION LIST

In most cases Royal Botanic Garden Edinburgh expects to answer enquiries from the general public free of any charge or with a small charge (See paragraph 8), particularly for that information that is to be provided through the Publication List (see Section 14). However, RBGE reserves the right to charge a reasonable sum for the provision of information that is not readily available through the terms of the Publication List. For example, it may be necessary to charge for the provision of information in some instances depending on the type and availability of the information requested and when significant staff time would need to be diverted into sourcing, retrieving and organising the information into a customised response. In these cases, the first £100 of prescribed costs will be waived. Thereafter there will be a charge of 10% for all further prescribed costs up to a maximum of £600. This means that the maximum fee which can be applied is £50

13. CONTACTS, FEEDBACK AND COMPLAINTS

The Freedom of Information (Scotland) Act 2002 requires public authorities not only to maintain a Publication Scheme approved by the Scottish Information Commissioner but also from time to time to review the Scheme. As part of this process we would be glad to receive any comments or suggestions on the Publication Scheme and in particular comments from users on their experiences in obtaining information from the Publication List (Section 15 of the Scheme). Comments or suggestions for particular classes of information that we might in future commit to publishing under the Scheme would also be welcomed.

Comments or complaints should be addressed to:

Freedom of Information Officer
The Royal Botanic Garden Edinburgh
Edinburgh
EH3 5LR

Email: info@rbge.org.uk
Tel: 0131 248 2870

If, after making your complaint, you remain dissatisfied with the way that we have handled your request for information under this scheme, you may seek a review from the Scottish Information Commissioner. Their contact details are as follows:

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

Tel: 01334 464610
Fax: 01334 464511

E-mail: enquiries@itspublicknowledge.info

Overall responsibility for Freedom of Information at the Royal Botanic Garden Edinburgh lies with the Head of Personnel. They can be contacted by writing to:

The Royal Botanic Garden Edinburgh
20A Inverleith Row
EDINBURGH
EH3 5LR

Tel: 0131-248 2989

14. THE PUBLICATION LIST

Class: SCIENCE, HORTICULTURE & EDUCATION

Description of (Class) Information	Title, How available	Availability (Cost)
Science Strategy	<p>General information about RBGE's science and research can be found at http://www.rbge.org.uk/rbge/web/science/research/index.jsp</p> <p>RBGE's current Science Strategy can be obtained in print upon request to Ms C Gibb, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom or by e-mail to c.gibb@rbge.org.uk</p>	<p>Now</p> <p>Now</p>
Publication Catalogue	<p>The catalogue is available at http://www.rbge.org.uk/rbge/web/pub/cat.jsp</p> <p>Can be downloaded as pdf. or can be obtained by contacting Mrs E. Cooper, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom or by e-mail to e.cooperr@rbge.org.uk or upon request. Hard copy catalogues are available in the Library FOC (while stocks are available). The catalogue holds details of all RBGE's scientific book and journal publications.</p>	<p>Now</p>
Staff Publications List	<p>A list of staff publications is available at http://www.rbge.org.uk/rbge/web/pub/staff.jsp It is also available in print as part of the Annual Report & Accounts (see below).</p>	<p>Now</p>
Botanics Magazine	<p>In print, free to all members. Limited copies are available to the public in public areas (while stocks are available).</p> <p>Can be downloaded as pdf. from the RBGE website at http://www.rbge.org.uk/rbge/web/pub/cat.jsp</p>	<p>Now</p>

<p>Policy and Procedure on Destructive Sampling of Herbarium Specimens</p>	<p>Available at http://www.rbge.org.uk/rbge/web/collect/herbloan.jsp</p> <p>Or in hard copy from Ms C Gibb, Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom</p>	<p>Now</p>
<p>Information about living collections in the Garden at Edinburgh Benmore, Logan and Dawyck</p>	<p>Available at http://www.rbge.org.uk/rbge/web/collect/live.jsp</p> <p>or on request to Ms R O' Connor Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to r.o'connor@rbge.org.uk</p>	<p>Now</p>
<p>Reader information including scope of Library, access, contact details</p>	<p>http://www.rbge.org.uk/rbge/web/collect/lib.jsp or on request to the Library, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by email to library@rbge.org.uk</p>	<p>Now</p>
<p>Archives information including scope of Archives, access, contact details</p>	<p>http://www.rbge.org.uk/rbge/web/collect/archives.jsp or on request to the Library, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by email to library@rbge.org.uk</p>	<p>Now</p>
<p>Information about image collection and botanical art including access and contact details</p>	<p>http://www.rbge.org.uk/rbge/web/collect/image.jsp or on request to the Library, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by email to library@rbge.org.uk</p>	<p>Now</p>

Horticultural courses	<p>General information about courses available from http://www.rbge.org.uk/rbge/web/edu/hort.jsp</p> <p>Also further information available in hard copy upon application to Head of School of Horticulture, The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom.</p>	Now
Specialist Teaching Modules	<p>General information on MSc taught modules is available at http://www.rbge.org.uk/rbge/web/edu/msc_course.jsp</p> <p>Or by contacting the MSc Programme Coordinator, The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom. Telephone enquiries to (+44) (0)131 248 2804. Fax enquiries to (+44) (0)131 248 2901.</p> <p>Detailed course information can also be obtained by emailing msc@rbge.org.uk</p>	Now
Adult Education	<p>A variety of information about courses, study days, are available at http://www.rbge.org.uk/rbge/web/edu/adult.jsp</p> <p>Further information, also in printed format, may be obtained upon request to Ms J McCann The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom, or by e-mail to j.mccann@rbge.org.uk</p>	Now
Events	<p>Information about events can be found at http://www.rbge.org.uk/rbge/web/news/events.jsp</p> <p>as well as in a variety of hard copy information leaflets available to the visitor on site, or on request from Ms J McCann The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to j.mccann@rbge.org.uk</p>	Now
Exhibitions	<p>Information about permanent and temporary exhibitions is available at http://www.rbge.org.uk/rbge/web/news/exhib.jsp</p> <p>as well as in a variety of hard copy information leaflets available to the visitor on site, or on request from Ms J McCann, The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to j.mccann@rbge.org.uk</p>	Now

Schools Education	Information about how to arrange a school visit, attend teacher training courses, teacher and student placements, or obtain teachers' packs is available at http://www.rbge.org.uk/rbge/web/edu/school.jsp or on request to the Education Officer and School Programmes Manager, Ms S Kelpie, The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to s.kelpie@rbge.org.uk	Now
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Class: ORGANISATION & MANAGEMENT

Description of Information	Title, How available	Currency
Annual Report & Accounts	Information on Annual Report and Accounts is available from http://www.rbge.org.uk/rbge/web/org/annrep.jsp or hard copy on request from Ms F Noble The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to f.noble@rbge.org.uk	Now
Corporate Plan Business Plan Work Plan	The current Plans are available on line, and as downloadable pdf files at http://www.rbge.org.uk/rbge/web/org/obj.jsp , or in print on request from Ms F Noble The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to f.noble@rbge.org.uk	Now
Contact Information	Information on how to contact the Garden is available online at http://www.rbge.org.uk/rbge/web/contacts.jsp	Now
Management statement. This document governs our relationship with our sponsor department in Government, SEERAD.	Available at http://www.rbge.org.uk/rbge/web/org/structure.jsp Or in print on request from Ms F Noble The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to f.noble@rbge.org.uk	Now
List of Trustees	The list of Trustees is available at http://www.rbge.org.uk/rbge/web/org/index.jsp or in print on request Ms F Noble The Royal Botanic Garden, Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to f.noble@rbge.org.uk	Now

Board Minutes Senior Management Group Minutes	Available in print by writing to Ms J McCrorie, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom	Now
Press Releases	Press releases are available at http://www.rbge.org.uk/rbge/web/news/press_releases.jsp or in print by writing to The Press Office, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or telephoning (+44) (0)131 248 2979, or by emailing: press@rbge.org.uk	Now
Employment Opportunities	A list of employment opportunities is available at http://www.rbge.org.uk/rbge/web/org/recruitment2.jsp Vacancies are advertised in a wide variety of publications including scientific, horticultural, administrative, IT and general management. Printed or emailed information may be obtained by writing to The Personnel Department, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom.	Now
Health & Safety Policies	Health & Safety Policies are available at http://www.rbge.org.uk/rbge/web/org/policy.jsp , but may be obtained by writing to the Head of Personnel, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or e-mail to g.love@rbge.org.uk	Now
Equal Opportunities Policy Recruitment/Selection and promotion Policy Volunteer Policy	These policies are available at http://www.rbge.org.uk/rbge/web/org/policy.jsp , but may be obtained in print by writing to Personnel Manager, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to m.gallagher@rbge.org.uk	Now
Scottish Public Finance Manual	Available at www.scotland.gov.uk/library5/finance/spfm/spf-00.asp	Now
Record Retention and Disposition Schedules	Available at http://www.rbge.org.uk/rbge/web/org/policy.jsp	Oct 2004

	or by request to Ms J McCrorie The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR, United Kingdom or by e-mail to j.mccrorie@rbge.org.uk	
Corporate and Official links	A list of institutions and organisations that Edinburgh collaborates with is available at http://www.rbge.org.uk/rbge/web/aorg/corp.jsp or in print on request.	Now
UK CITES Convention on International Trade in Endangered Species Scientific Authority on Plants	General information about CITES is given at http://www.ukcites.gov.uk/	Now
Convention on Biological Diversions	General information about CBD is given at http://www.biodiv.org/default.aspx	Now
Plant Quarantine Services	Information about the Garden's Plant Quarantine services is by request to Ms F Inches, The Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh EH3 5LR United Kingdom or by e-mail to f.inches@rbge.org.uk General information on government regulations on Quarantine in Scotland can be found at http://www.sasa.gov.uk/	Now

Class: INFORMATION FOR VISITORS

Description of Information	Title, How available	Currency
Benmore Botanic Garden Guidebook. Author - Fay Young. ISBN 1 872291 24 4	Available by mail order on line at http://www.rbge.org.uk/rbge/web/pub/cat.jsp#cat_13 Or by request to the Publications Department, Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom. Tel: (+44)	£2.50 plus 70p p+p

	<p>(0)131 248 2991 or fax to: (+44) (0)131 248 2901</p> <p>It is also for sale in the Botanic shops at Edinburgh, Benmore, Logan and Dawyck.</p>	
<p>Dawyck Botanic Garden Guidebook. ISBN 1 872291 92 9</p>	<p>Available by mail order on line at http://www.rbge.org.uk/rbge/web/pub/cat.jsp#cat_13</p> <p>Or by request to the Publications Department, Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom. Tel: (+44) (0)131 248 2991 or fax to: (+44) (0)131 248 2901</p> <p>It is also for sale in the Botanic shops at Edinburgh, Benmore, Logan and Dawyck.</p>	<p>£2.50 plus 70p p+p</p>
<p>Inverleith Guidebook. ISBN 1 872291 27 9</p>	<p>Available by mail order on line at http://www.rbge.org.uk/rbge/web/pub/cat.jsp#cat_13</p> <p>Or by request to the Publications Department, Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom. Tel: (+44) (0)131 248 2991 or fax to: (+44) (0)131 248 2901</p> <p>It is also for sale in the Botanic shops at Edinburgh, Benmore, Logan and Dawyck.</p>	<p>£3.50 plus 70p p+p</p>
<p>Logan Botanic Garden Guidebook. ISBN 1 872291 39 2,</p>	<p>Available by mail order on line at http://www.rbge.org.uk/rbge/web/pub/cat.jsp#cat_13</p> <p>Or by request to the Publications Department, Royal Botanic Garden Edinburgh, 20A Inverleith Row, Edinburgh, EH3 5LR, United Kingdom. Tel: (+44) (0)131 248 2991 or fax to: (+44) (0)131 248 2901</p> <p>It is also for sale in the Botanic shops at Edinburgh, Benmore, Logan and Dawyck.</p>	<p>£2.50 plus £1 p+p</p>
<p>Visitor Information</p>	<p>A wide variety of information, presented as leaflets, information sheets, maps, book forms, etc. is</p>	<p>Now</p>

	<p>available online at http://www.rbge.org.uk/rbge/web/pub/cat.jsp#cat_4 and by telephone on (+44) (0)131 248 2991, or by e-mailing info@rbge.org.uk or by writing to Ms E Cooper, The Royal Botanic Garden Edinburgh, 20A Inverleith Row Edinburgh EH3 5LR, United Kingdom and is available to visitors at the Gates to Edinburgh, Benmore, Dawyck and Logan Garden.</p>	<p>(see web site for cost details)</p>
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Personnel Department
August 2004