



From: CIO-CI-AccessOps2
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Our Reference: 07-07-2011-102841-003

Date: 3rd August 2011

Dear XXXXXXXXXXXX,

Your correspondence dated 7th July 2011 has been considered to be a request for information in accordance with the Freedom of Information (FOI) Act 2000. You requested the following information:

I am interested in the grades of the members of the FOI team at your department and its structure. I would like snapshots of this information for on 1 January and 1 July for the years 2009, 2010 and 2011.

If you have organisation charts, that is fine. The particulars that I would like are the full job titles and grades of members of the team. If you are able to provide a brief job description (some of the team may be monitoring stats, some might be doing FOI requests, etc, although I know that these are fluid), then that would be helpful, but it is not necessary.

I am only interested in your centralised FOI team, not any FOI officials or contacts that you may have within policy teams.

I am also interested to know about the functions of the leader/senior official/head of your freedom of information team, in that I would like to know for the June months of the four years how many FOI cases have been undertaken by the FOI team leader, how many internal reviews and how many ICO cases.

I can confirm that the Ministry of Defence does hold some of the information you have requested.

The current organisation chart for the Corporate Information-Access team is provided at Annex A to this letter. The team structure changed on 15th November 2010, the previous organisation chart is provided at Annex B. MOD grade equivalents are as follows:

MOD Grade	Civil Service Equivalent
B1	Grade 6
B2	Grade 7
C1	Senior Executive Officer
C2	Higher Executive Officer
D	Executive Officer
E1	Administrative Officer

Some information contained within the organisation charts is exempt under section 40 of the Freedom of Information Act and is therefore withheld.

The team is responsible for coordinating FOI, Data Protection (DP) and Transparency business across the Department and for dealing with internal review and appeal casework. FOI requests, internal reviews and ICO cases are not undertaken by the leader of the Corporate Information-Access team within the Ministry of Defence.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is

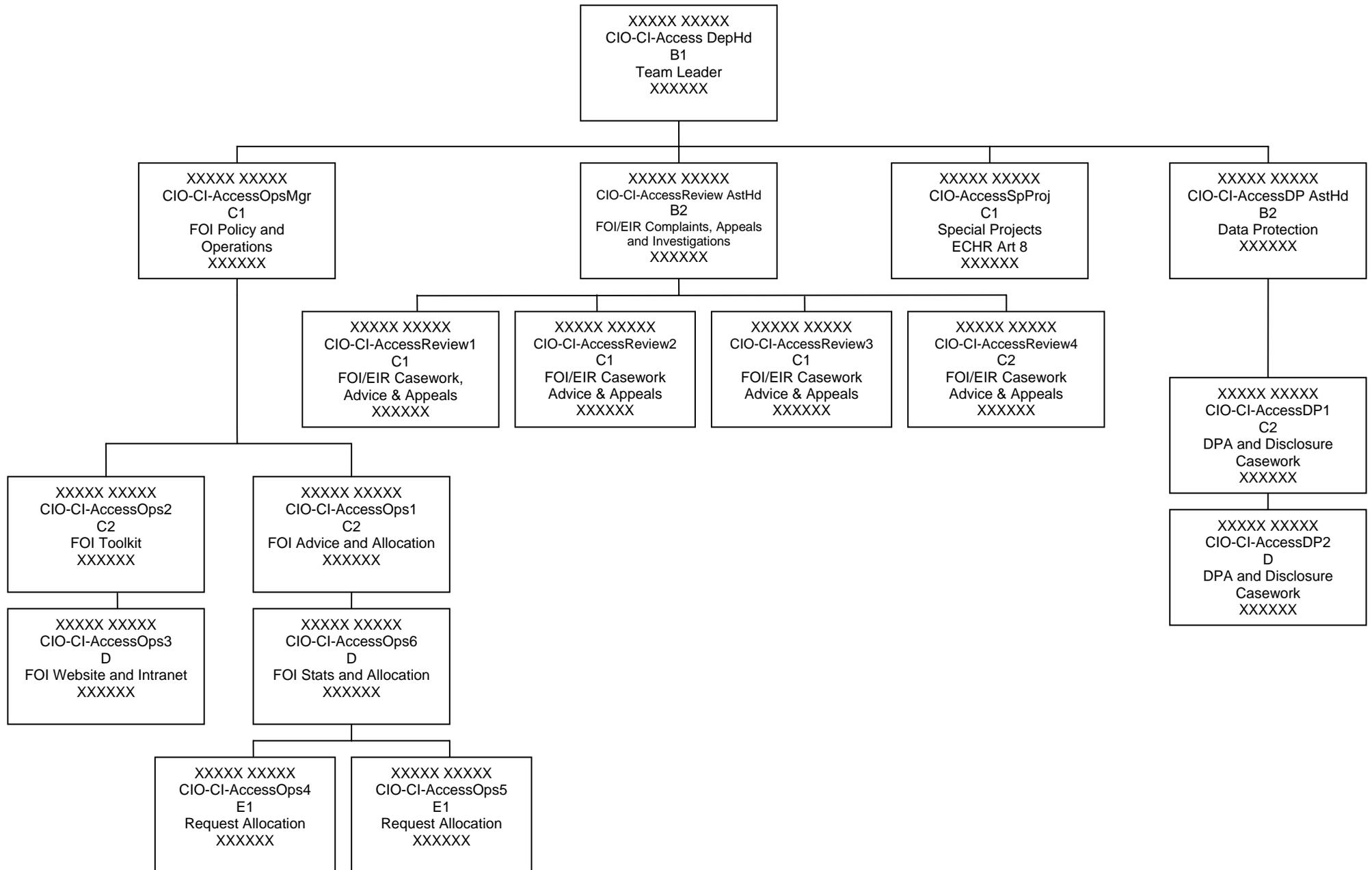
not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Head of Corporate Information, 2nd Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.gov.uk>.

Yours sincerely,

CIO-CI-AccessOps2
(signed electronically)

Chief Information Officer (CIO)-Corporate Information (CI)-Access Organisation Chart



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