



Ministry
of Defence

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[REDACTED]
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[REDACTED]

13 January 2017

Dear [REDACTED],

Thank you for your email of 11 January to Headquarters South West, in which you asked for the following information:

"a copy of the driving regulations that apply within Tidworth, Netheravon and Bulford Garrison, the booking out procedures for those leaving camp in a vehicle, and details of how units in the area are notified of relevant matters."

I am treating your correspondence as a request for information under the Freedom of Information Act 2000.

A search for the information has now been completed within the Ministry of Defence, and I can confirm that information in scope of your request is held. I have attached an email from Tidworth, Netheravon and Bulford Garrison, which sets out the disciplinary nature of drink driving that is issued via Garrison Station Orders. Also attached are the documents that are contained in the links provided in the email from the Garrison. Some of the information in the email is exempt from release under section 40 – Personal Information - of the Freedom of Information Act. This is an absolute exemption and there is, therefore, no requirement to consider the public interest in making a decision to withhold the information. I have also redacted the security classification of Garrison Standing Order 8, as this information is de-classified once released.

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 Information Rights Compliance team, Ground 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,
<https://ico.org.uk>.

Yours sincerely,



Disclosure and Litigation leader

[REDACTED]

From: [REDACTED]
Sent: 10 January 2017 14:44
To: [REDACTED]
Subject: 20170110-Information requested-TNBGar

[REDACTED]

The order below goes out on a regular basis and is repeated on part one's. I have also given you two links to GSO's which is where all the information is regarding the booking out system.

<http://cui1-uk.diif.r.mil.uk/r/363/HQTNB/GSOs/GSO%2008%20Discipline/08-01-Annex B-Traffic Regulations in TNB Gar.docx>

<http://cui1-uk.diif.r.mil.uk/r/363/HQTNB/GSOs/GSO%2008%20Discipline/08-01-Annex B-Traffic Regulations in TNB Gar Appendix 1-5.pdf>

2. DISCIPLINE - DRINKING AND DRIVING

1. All ranks are reminded that drinking and driving is a criminal offence which has potentially serious consequences for both drivers and innocent bystanders.
2. It is the responsibility of everyone in the chain of command to do all they can to eliminate cases of drinking and driving by members of the Garrison in both the local area, on camp and when on leave. Anyone believed to be under the influence of alcohol or illegal substances, including legal highs, should be reported to the RMP in the first instance so that disciplinary action can be taken.
3. Appropriate transport arrangements should be provided by units/messes when organising social functions. It is considered that anyone found guilty of this offence lacks in self-discipline and common sense and it will be viewed seriously.
4. Everyone is urged to consider the far reaching consequences following a conviction for impaired driving and the effect this may have on their military career.
5. The punishments awarded for drinking and driving carry a minimum disqualification from driving for 1 year and fines ranging from £250 plus costs to terms of imprisonment, depending upon the circumstances. In addition trade pay may also be forfeited where applicable.

MAR JUN SEP OCT NOV DEC
(To be repeated in Unit Orders)

I hope this helps.

Kind regards

[REDACTED]

[REDACTED] | Chief Clerk and PA to Comd

HQ TNB Garrison, Bldg 63, Jellalabad Bks. TIDWORTH, Wiltshire SP9 7BN

Mil Tel: [REDACTED] | Civ Tel: [REDACTED]

DII (F): [REDACTED] | Civ: [REDACTED]

All official correspondence should also be sent to TNBGar-0GroupMailbox

MOSS Site: HQ TNB Garrison MOSS

TRAFFIC REGULATIONS WITHIN TNB GAR

1. The following traffic regulations apply to all military and civilian personal whilst driving on any TNB Gar location.
2. The RMP and TNB Gar Pro Staff will enforce the above regulations on behalf of the Gar Comd.
3. TNB Gar authorities retain the right to remove vehicle passes, for a specified period, from any persons found contravening any of the stated regulations. If personnel fail to surrender their vehicle pass to the guard or attempt to access camp with their vehicle they will be contravening GSO 8 and disciplinary action may be taken against them.
4. Regulations.
 - a. TNB Gar posted speed limits are to be adhered to at all times.
 - b. All vehicle drivers are to observe all road signage and markings.
 - c. All drivers are to be in possession of a full valid driving licence relevant to the category of vehicle they are required to drive at all times.
 - d. Seat belts (where fitted) are to be worn by all occupants of vehicle unless individuals are in possession of an in date Medical Exemption Certificate.
 - e. Vehicle owners are to ensure they are in possession of a valid MOT Test Certificate, Insurance Certificate and Vehicle Excise Licence (VEL).
 - f. Vehicles are to be kept in a road worthy condition.
 - g. The use of mobile phones unless using a recognised hands free system whilst driving is strictly prohibited.
5. Car parking. Due to the number of cars on garrison camps, the following car parking policy is to be adhered to as a minimum.
 - a. There is to be no motor vehicle parking outside any of the accommodation blocks and messes including all grassed areas at any time other than in designated car parking spaces.
 - b. Movement to and from (JRSLA) utilising the access roads and paths is also strictly prohibited. Authorised contract vehicles and emergency service vehicles may enter this restricted zone in the execution of their duties.
 - c. All pass holders are to park in the designated car parking areas only.
 - d. Disabled spaces are reserved specifically for holders of disabled passes only; cars found to be parked in a disabled space without a valid pass will be banned from camp for a period of up to 1 month.
 - e. Parking of motor homes, caravans and trailers is as per the garrison storage policy.

6. Booking out of barracks.

a. All ranks driving out of barracks will be required to book out between the following times:

- (1) At weekends between 1700 and 0600 hrs.
- (2) Daily between 2200 and 0600 hrs.

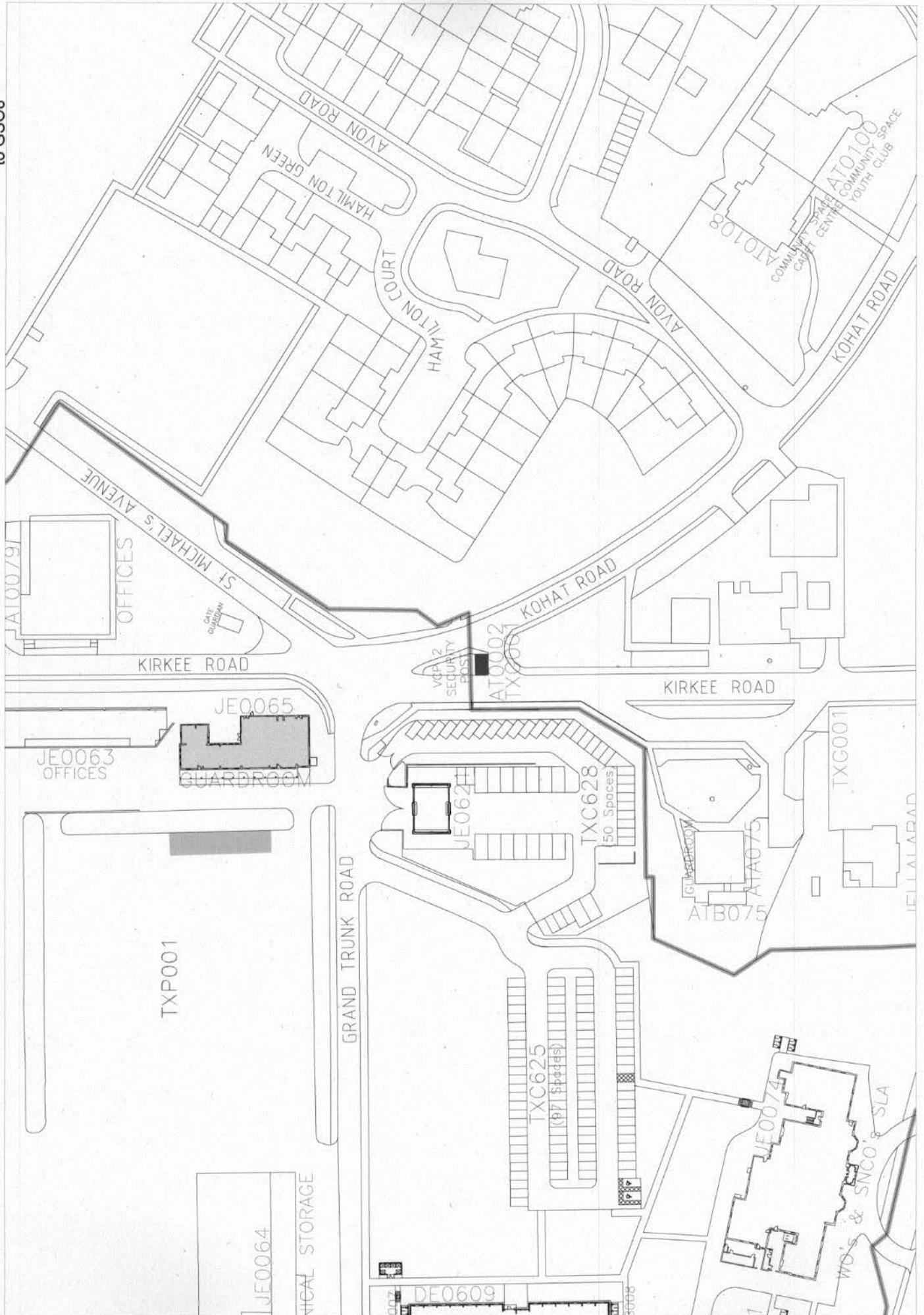
b. In order to differentiate between military and civilians; the latter will be required to show their pass on exiting camp.

c. Booking out will involve signing out, being given a laminated numbered card (LNC) which will then be passed to the exit gate guard. Due to differences in barrack geography the following appendixes show how this will be achieved.

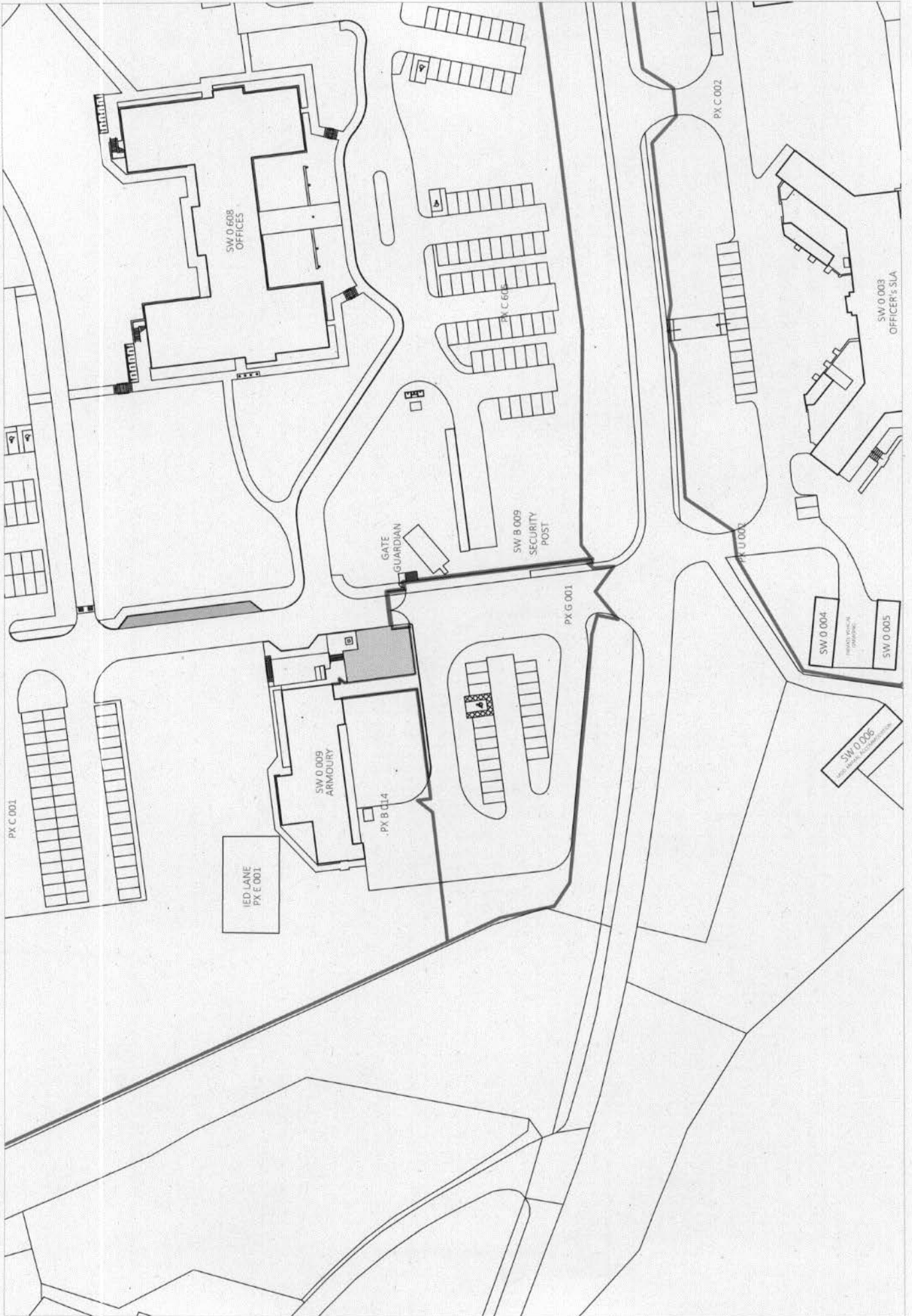
- (1) Tidworth Bks Appx 1
 - (a) Booking out of Bldg JE 0065 Coloured grey (G)
 - (b) Car parking in Jellalabad Square Coloured blue (B)
 - (c) LNC to exit gate guard Coloured red (R)
- (2) Perham Down - Swinton Bks Appx 2
 - (a) Booking out at Guardroom (G)
 - (b) Car parking on road opposite Guardroom (B)
 - (c) LNC to exit gate guard (R)
- (3) Bulford - Ward/Wing Appx 3
 - (a) Booking out at Guardroom (G)
 - (b) Car parking on road (B)
 - (c) LNC to exit gate guard (R)
- (4) Bulford - Kiwi/Picton Appx 4
 - (a) Booking out at Guardroom (G)
 - (b) Car parking on road (B)
 - (c) LNC to exit gate guard (R)
- (5) Netheravon Strn Appx 5
 - (a) Booking our at Guardroom (G)
 - (b) Car parking on road (B)
 - (c) LNC to gate guard (R)

7. Follow this [link](#) for Appendix 1 to 5.

8. Driving in barracks. Comd TNB Gar directs that the CO responsible for any barracks in the garrison orders the Guard to deny entry by motor vehicle to anyone driving or attempting to drive a vehicle into a TNB Garrison barrack area who is suspected of being under the influence of alcohol or drugs. Service Personnel will be ordered to surrender their car keys if attempting to drive whilst under the influence of alcohol or drugs. Service Personnel should note that they can be arrested under Section 67 of the Armed Forces Act 2006 and face disciplinary action for committing the Standing Orders offence of driving inside a TNB Gar barrack area (name should be used) whilst intoxicated by alcohol or drugs. Civilian police will be called if any person attempts to leave a TNB Gar barrack area by motor vehicle who the Guard suspect are under the influence of alcohol or drugs.



Appx 2 to ANNEX B
to GSO8



Appx 4 to ANNEX B
to GSO8

