



Foreign &  
Commonwealth  
Office

**Human Resources Directorate**  
Foreign and Commonwealth Office  
King Charles Street  
London SW1A 2AH

Website: <https://www.gov.uk>

01 February 2016

## **FREEDOM OF INFORMATION ACT 2000 REQUEST REF: FOI 0128-16**

Thank you for your email of 2 February 2016 asking for information under the Freedom of Information Act (FOIA) 2000. Your previous request of 1 January 2016 refers. You subsequently refined your request and asked:

*Please exclude secondments between the department and other public bodies. Please limit the time frame to the past year.*

I am writing to confirm that we have now completed the search for the information which you requested.

I can confirm that the Foreign and Commonwealth Office (FCO) does hold information relevant to your request.

We are unable to release information that refers to personal data and where this is applicable to your request the information has been withheld. This is in accordance with section 40 – personal information, of the FOI Act. Section 40(2) and (3) provides an absolute exemption for personal data. Personal data of third parties can only be disclosed in accordance with the data protection principles. In particular, the first data protection principle requires that disclosure must be fair and lawful and must comply with one of the conditions in Schedule 2 of the Data Protection Act

We can however confirm the grades and numbers of staff that were on secondment at any point during the last 12 months, and this information is below. This has been divided into outward and inward secondments for clarity and because the information around remuneration is different.

### **Outward Secondments**

Outward secondments are an opportunity for the FCO and external organisations to share best practice and learn from each other. The FCO supports secondments to external organisations if they have a clear objective to build the skills and experience our staff need to provide the best possible service to British nationals and business. These arrangements bring great benefit to our staff in their work to promote British interests overseas.

<b>Grade</b>	<b>Dates</b>
SMS3	30/11/2015 to 30/11/2020
SMS2	09/02/2015 to 31/05/2015 02/03/2015 to 10/04/2015
SMS1	20/10/2014 to 19/10/2016 25/08/2015 to 24/08/2017
D7	16/09/2013 to 28/02/2015 10/03/2014 to 09/03/2016 22/09/2014 to 17/08/2015 06/04/2015 to 01/04/2016 10/05/2015 to 09/05/2016
D6	01/10/2010 to 30/05/2016 08/06/2015 to 01/06/2016 14/09/2015 to 23/10/2015 25/01/2016 to 15/10/2016 25/01/2016 to 15/10/2016
C5	09/07/2012 to 04/11/2015 11/03/2014 to 06/03/2016 28/01/2015 to 27/01/2017
C4	20/07/2015 to 19/07/2016

There is no cost to the department when an individual is seconded to an external organisation as salary costs are reimbursed (with VAT) by the host organisation. An exception to this is the High Potential Secondment Programme (HPSP) run by Civil Service Resourcing, where the FCO continues to pay the salary of the officer on secondment, but the Civil Service (not necessarily the FCO) receives an inward secondment in return from the private sector. There has been one HPSP case in the last year.

## Inward Secondments

Grade	Dates
D7	01/09/2014 to 31/08/2016
D6	23/05/2011 to 31/07/2015 17/09/2012 to 16/08/2016 17/08/2015 to 16/08/2017

Inward secondments are used to allow the FCO to bring in skills which are not readily available within the Civil Service. Inward secondments are subject to the Civil Service Recruitment freeze, and the Chief Operating Officer must approve any request for an inward secondment.

Inward secondees remain an employee of their home organisation, and the FCO reimburses their employer for salary and other employer costs.

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Yours sincerely,

Recruitment Team  
Human Resources

