



Ministry of Defence

Air Command Secretariat
Spitfire Block
Headquarters Air Command
Royal Air Force
High Wycombe
Buckinghamshire
HP14 4UE

Ref: FOI 2016/09337

[REDACTED]

02 Nov 2016

Dear [REDACTED]

Thank you for your email of 08 October 2016, which has been considered to be a request for information under the Freedom of Information (FOI) Act 2000; I have been asked to reply on behalf of the Ministry of Defence (MOD).

In your e-mail you requested the following:

"When was ACP 5 last reviewed to ensure reflects defence policy?"

A search for the information has now been completed within the MOD, and I can confirm that information in scope of your request is held.

ACP 5 Health and Safety Manual is reviewed annually. The last review was in October 2015 and it is currently under review once again.

If you are not satisfied with this response or 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, 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.org.uk>.

Yours sincerely,

Air Command Secretariat