



Foreign & Commonwealth Office

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

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

14 November 2014

FREEDOM OF INFORMATION ACT 2000 REQUEST REF: 0977-14

Thank you for your email of 17 October 2014 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

“Under the FOI Act I would like to know the number of your staff who have been declared as under performing during the last 12 from the date of this request.”

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.

There are six FCO members of staff who have been declared as under-performing during the last twelve months from the date of this request. This figure refers to the number of UK-based staff undergoing formal poor performance measures and consists of the number of people issued with written warning letters and/or the number of people dismissed for poor performance reasons. We do not centrally track whether any of our locally-engaged staff, across the FCO's global network, are undergoing poor performance measures, and it would exceed the appropriate cost limit to check all of the Locally Engaged staff in each post.

Section 12 of the Freedom of Information Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit. The limit has been specified in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. For central government the appropriate limit is set at £600. This represents the estimated cost of one or more persons spending 3 ½ working days in determining whether the Department holds the information, and locating, retrieving and extracting it. Your request as presently formulated is widely-framed and I

estimate that it will take more than 3 ½ working days to locate, retrieve and extract this information. In these circumstances we are not obliged under the Act to comply with your request. You may therefore wish to refine your request to narrow its scope to bring it within the appropriate limit by specifying a particular post or geographical area. Any refined request will be treated as a new request under the FOI Act; however, we cannot guarantee that we will be able to release any information to you as each request needs to be assessed separately.

In keeping with the spirit and effect of the Freedom of Information Act, all information is assumed to be releasable to the public unless it is exempt. The information we have supplied to you may now be published on our website together with any related information that will provide a key to its wider context.

Yours sincerely,

Human Resources Directorate



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.