



Ministry
of Defence

[REDACTED]
Defence Equipment and Support

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Joint Support Chain
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Ministry of Defence
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Email: dessec-polseccle-jsc-wpns@
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Your Reference:

Our Reference:

Date:
7 November 2014

[REDACTED]
Email : [REDACTED]

Dear [REDACTED],

Request for Information

Thank you for your email of 19 October 2014. You asked:

I am writing to make a request under the Freedom of Information Act relating to first class flights taken by civil servants in this department as part of their work.

Specifically, I would like to know the following:

- 1. How many first class flights in total did civil servants in your department take during each of the following financial years as part of their work – 2011/12, 2012/13 and 2013/14.***
- 2. Please provide a list of all such first class flights taken during each of the above years, including the departure and arrival airports, the reason for each flight and the cost of each of flight.***
- 3. What are the rules governing whether a civil servant can or should take a first class flight as part of their work as opposed to a standard economy flight?***

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA). A search for the information has now been completed within the Ministry of Defence (MOD), and I can confirm that all the information in scope of your request is held.

Service and civilian Ministry of Defence personnel are mandated to utilise the Defence Travel (DT) services when booking official (duty) travel. DT is part of the Central Government Travel Management Service which is provided under contract by the Hogg

Robinson Group and provides a comprehensive booking service in both the UK and overseas.


Personnel must travel by the most cost effective means possible and the use of first class overseas travel is no longer permitted and individuals are expected to use economy class. In addition, travel in either premium economy or business classes is only permitted where the flight duration is over four hours and prior approval for the additional expense has been granted; for example an overnight flight requiring significant business to be undertaken on arrival.

During financial years 2011/12 and 2012/13 no duty first class flights were taken. In 2013/14 one duty return first class flight was recorded. This flight was from London Heathrow to Bahrain at a cost of £1710 inclusive of airport taxes. No specific information regarding the trip is held, all civilian travel is recorded as duty travel.

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, 1st 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,


For Head of Secretariat