



Ministry
of Defence

Defence Business Services
Secretariat Team
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Tomlinson House
Norcross
Thornton-Cleveleys
Lancashire
FY5 3WP

Ref: FOI2016/04488

E-mail: DBSRES-Secretarait@mod.uk

02 June 2016

Dear [REDACTED]

Thank you for your email of 19 April 2016, requesting the following information:

"I am writing to request information under the Freedom of Information Act 2000, specifically under the dataset provisions of Sections 11, 19 and 45 of the Act.

- 1) Please disclose the database of 776,976 expenses claims recorded for MOD civilians during the period 1 January 2013 to 31 December 2015 (inclusive), minus the so-called 'free text area' in your database, but including an explanation under section 16 (advice and assistance) of the Act what the free text fields are and what type of information is contained within them.*

Please release the requested information in a machine-readable format such as a CSV or Microsoft Excel file".

A search for the information has now been completed within the Ministry of Defence (MOD), and I can confirm that all information in scope of your request is held. The information you have requested can be found on the attached spread-sheets. All items claimed within the spread sheet were paid.

However, the name and job title of each claimant falls entirely within the scope of the absolute exemptions provided for at section 40 and has therefore been withheld.

Section 40 (2) has been applied to the name and job title of each claimant in order to protect personal information as governed by the Data Protection Act 1998. Section 40 is an absolute exemption and there is therefore no requirement to consider the public interest in making a decision to withhold the information.

Under Section 16 of the Act (Advice and Assistance), I can confirm that the type of information likely to be contained within the free text fields would be:

- Passenger/accompanying colleague details
- Family member details
- Project/Operation names and locations
- Information on where surveillance duties have been carried out
- Contractor names

- Combined details of things like firearms courses with locations (that would potentially divulge the type of functions being undertaken at specific MOD sites)
- Professional membership numbers

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 (Application for decision by Commissioner) of the FOIA. 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 at: <http://www.ico.org.uk>.

Yours sincerely

A black rectangular redaction box covering the signature of the sender.

Defence Business Services (Secretariat)

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