



Ministry of Defence

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Our reference: FOI2016/02783

XXXXXXXX

E Mail: XXXXXXXXXXXXXXXX

4 April 2016

Dear XXXXXXXXXXXXXXXX

Thank you for your email dated 02 March 2016 requesting the following information:

Cost of running the par system for reporting year 14/15 from inception to completion i.e which covers issue and completion of the PAR to moderation panels to issue of bonus awards the whole administration of the process.

I am writing to confirm that we are treating your correspondence as a request for information under the Freedom of Information Act 2000. A search for the information has now been completed within the Ministry of Defence (MOD), and I can confirm that no information in scope of your request has been found. As you may be aware under the FOIA the MOD is not obliged to create information if the information requested is not held. The MOD has currently not undertaken a comprehensive costing exercise.

Under section 16 of the FOIA (Advice and Assistance), you may wish to note the Performance Appraisal Report (PAR) has been digitalised for reporting year 2015/16 in order to save both time and money and we continue to review all of our processes to ensure they are as efficient as they can be.

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.org.uk>.

Yours sincerely,

Defence People Secretariat