



# Ministry of Defence

Ministry of Defence  
Main Building  
Whitehall  
London SW1A 2HB  
United Kingdom

Telephone : +44 (0)20 721 89000

Our Reference: FOI20154/03149

19 May 2015

Dear [REDACTED],

Thank you for your email to the Ministry of Defence (MOD) dated 18 March in which you requested the following information:

*With reference to a list provided under Freedom of Information to the Disclosure and Barring Service for all military convictions printed on disclosures issued in the last 5 years.*

*<https://www.whatdotheyknow.com/request/225902/response/564302/attach/3/FOI%201229%20G.Rowland.ods>*

*It would appear many Service Offences such as the following have been disclosed as criminal offences:-*

*Disobeying Standing Order,  
Doing Act prejudicial to good order and Service Discipline, Failure to attend/perform duty, Ill-treating subordinate, Malinger Misapplying public/service property Being Drunk (on or off duty) Being Absent Without Leave Malicious Mischief*

*I am unsure if there is legislation that allows for Service Offences to be disclosed along side criminal offences on CRC disclosures and I would appreciate some guidance and assistance on this.*

*Please provide a copy of any training notes given to posts within Service Police Crime Bureau on REDCAP.*

*Please provide all information held by MOD ministerial departments regarding recent criticism of the fairness and transparency of Criminal Records. Please include all correspondence with the HCDC, and briefing material prepared by the SJEG and SJB.*

I am treating your correspondence as a request for information under the Freedom of Information Act (FOI) 2000. Following a search of our records, I can confirm that the MOD does hold information relating to your questions. I apologise for the delay in responding to your request.

With regard to your enquiry "I am unsure if there is legislation that allows for Service Offences to be disclosed along side criminal offences on CRC disclosures and I would appreciate some guidance and assistance on this".

The National Police Records (Recordable Offences) Regulations 2000 provide for the recording of convictions, cautions, reprimands and warnings in national police records. The MOD has included guidance on this issue in Chapter 9 of the Manual of Service Law (which is available on the internet) and in a Defence Instruction and Notice that was published in December 2014 (second email attachment - 2014DIN01-215).

You also asked "Please provide a copy of any training notes given to posts within Service Police Crime Bureau on REDCAP".

All personnel working at the Service Police Crime Bureau (SPCB) who require access to the REDCAP Service Police crime recording and investigation management computer system for their specific role are provided with training, either in the format of lessons tailored to their department's specific needs or bespoke individual training. A copy of the most recent user guide for REDCAP is provided (third email attachment - IMS User Guide).

Finally, you asked "Please provide all information held by MOD ministerial departments regarding recent criticism of the fairness and transparency of Criminal Records. Please include all correspondence with the HCDC, and briefing material prepared by the SJEG and SJB".

Please find attached a letter from the Chair of the HCDC to the MOD (fourth email attachment - 140428 Chair to SofS) and our reply (fifth email attachment - 20140706-NACRO-MSU). I can confirm that no briefing material on this issue was prepared for or by the SJB or SJEG.

Please note that in the documents provided (where applicable) personal information (i.e. names, contact details) has been redacted for individuals whose details are not considered to be in the public domain. This is in accordance with Section 40 (2) of the FOI Act; this relates to personal Information and is an absolute exemption.

I hope that this information will be helpful to you.

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,

[REDACTED]

Defence People Secretariat