



Ministry  
of Defence

Defence Business Services  
Secretariat Team  
Room 6303  
Tomlinson House  
Norcross  
Thornton-Cleveleys  
Lancashire  
FY5 3WP

E-mail: [REDACTED]

Ref: FOI2017/10393

[REDACTED]  
[REDACTED]  
16 November 2017

Dear [REDACTED]

Thank you for your email of 19 September 2017 requesting the following information:

*"To whom it may concern at Veterans Advisory and Pensions Committees (x 13), I am writing to you under the Freedom of Information Act 2000 to request the following information regarding your processing of subject access requests:*

- 1. How many subject access requests did you receive the identifying paperwork for and process in 2014?*
- 2. How many subject access requests did you receive the identifying paperwork for and process in 2015?*
- 3. How many subject access requests did you receive the identifying paperwork for and process in 2016?*
- 4. How many subject access requests you rejected in 2014?*
- 5. How many subject access requests you rejected in 2015?*
- 6. How many subject access requests you rejected in 2016?*
- 7. What was the average cost for you to process a subject access request in 2014?*
- 8. What was the average cost for you to process a subject access request in 2015?*
- 9. What was the average cost for you to process a subject access request in 2016?*
- 10. How much do you charge an individual to process a subject access request?"*

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.

Each Chairperson for the thirteen Veterans Advisory and Pensions Committees (VAPC) was approached, and all confirmed that no Subject Access Requests were received during the requested years.

Under Section 16 (Advice and Assistance), you may find it helpful to know that the VAPC, formerly known as the War Pensions Committees, advise and liaise with veterans, their families and relevant organisations on their needs, issues and concerns. The VAPC assist, raise awareness, act as advocates, provide governance to the veterans' community, and

champion the rights of veterans and their families where there is injustice, inequality or a lack of fairness.

The VAPC is an advisory non-departmental public body, sponsored by the Ministry of Defence.

If you have any queries regarding the content of this letter, please contact this office in the first instance.

If you wish to complain about the handling of your request, or the content of this response, you can request an independent internal review by contacting the Information Rights Compliance team, Ground Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-IR@mod.uk). Please note that any request for an internal review should be made within 40 working days of the date of this response.

If you remain dissatisfied following an internal review, you may raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not normally investigate your case until the MOD internal review process has been completed. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website at <https://ico.org.uk/>.

Yours sincerely,