



Foreign &
Commonwealth
Office

Human Resources Directorate
Foreign and Commonwealth Office
King Charles Street
London SW1A 2AH

07 April 2017

Website: <https://www.gov.uk>

FREEDOM OF INFORMATION ACT 2000 REQUEST REF: 0261-17

Thank you for your email of 14 March 2017 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

I write with a request for information under the FOIA.

My request is as follows:

- * Please disclose the number of staff found to have falsified their CVs over the two years;*
- * In each case, please disclose the individual's job grade and what action was taken.*
- * Separately, please provide a table showing all job grades and salary bands - with a key to any grade terminology used.*

I look forward to receiving the information within the statutory time limit.

I am writing to confirm that we have now completed the search for the information which you requested.

I can confirm that the Foreign and Commonwealth Office (FCO) does hold information relevant to your request.

The FCO does not keep a record of external individuals applying for jobs in the FCO. Capita run FCO external recruitment campaigns and handle any discrepancies with CVs before appointments are made.

The FCO holds records of disciplinary cases related to permanent employees. There are no disciplinary cases recorded related to falsified CVs over the past two years from 01 January 2015 to 01 January 2017.

Separately the table below provides the information on grades and salaries requested as of 01 April 2016.

FCO Grade	Civil Service Grade	Min	Max
A1	AA	£18,779	£18,779
A2	AO	£19,805	£22,119
B3	EO	£21,889	£27,902
C4	HEO	£26,640	£33,108
C5	SEO	£33,428	£41,258
D6	Grade 7	£43,967	£56,786
D7	Grade 6	£55,434	£69,093
SMS1	SCS1	£64,000	£117,800
SMS2	SCS2	£87,000	£162,500
SMS3	SCS3	£106,000	£208,100

Yours sincerely,

Human Resources Directorate



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.