



Foreign & Commonwealth Office

FCO Services

Foreign and Commonwealth Office
King Charles Street
London SW1A 2AH

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

10 July 2018

FREEDOM OF INFORMATION ACT 2000 REQUEST REF: FOI 0604-18

Thank you for your email of 5 June 2018 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

Could you please provide me with copies in PDF format of the latest Sickness Absence and Management Policy used by both the main FCO and FCO Services to deal with officers on sick leave. This of course presumes they operate and manage their own policies.

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

Foreign and Commonwealth Office Services (FCOS) does hold information relevant to your request. This was released to you on 19 July 2017 under FOI 0599-17. The policy it references has not changed and is still in use.

When comparing your request of July 2017 (0599-17) with your request of June 2018 (0604-18) it is clear that your new request largely covers the same ground. The new request cannot be processed because of that. This is because under section 14(2) of the Freedom of Information Act, we are not obliged to comply with a request for information if it is a repeated request for identical or substantially similar information.

Once an FOI request is answered, it is considered to be in the public domain. To promote transparency, we may now publish the response and any material released on gov.uk in the [FOI releases](#) section. All personal information in the letter will be removed before publishing.

If you would like a review of our decision, or if you wish to make a complaint, please write to the Central FOI Unit, Foreign and Commonwealth Office, Room WH2.177, King Charles Street, London, SW1A 2AH. E-mail: foi-dpa.pmcs@fco.gov.uk. You have 40 working days to do so from the date of this letter.

You can apply directly to the Information Commissioner. However, the Information Commissioner will not normally make a decision unless you have first exhausted the complaints procedure provided by the FCO. The Information Commissioner can be

contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely,

FOI Officer

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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.