



# Ministry of Defence

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06 March 2018

[REDACTED]  
Email: [REDACTED]

Ref: FOI 2018/01895

Dear [REDACTED]

Thank you for your email of 19 February 2018 requesting the following information:

*"I would like a copy of JSP 362 Volume 3 Chapter 3 leaflet 4. This is to aid current and retired members of the armed forces to gain permission to control their numbers on MOD land".*

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 no information in scope of your request is held.

Under Section 16 FOIA (Advice and Assistance) you may find it helpful to note that JSP 362 Volume 3 Chapter 3 Leaflet 4, was intended to replace JSP 362 Chapter 9. JSP 850 Section 4 Leaflet 4-3:3 will replace JSP 362 Chapter 9 and will be published later this year. You will be able to access a copy of this at <https://www.gov.uk/>

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-FOI-IR@mod.uk](mailto:CIO-FOI-IR@mod.uk)). Please note that any request for an internal review should be made in writing 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  
DIO Secretariat