



Ministry
of Defence

Air Command Secretariat
Spitfire Block
Headquarters Air Command
Royal Air Force
High Wycombe
Buckinghamshire
HP14 4UE

Ref: FOI2018/14153

[REDACTED]

4 December 2018

[REDACTED]

Thank you for your letter of 5 November requesting the following information:

"I have been asked to supply a detailed breakdown of the curriculum/syllabus taught and marks gained when I was at St Athan on my MT Technicians course studying for my City and Guilds Level 3 and NVQ level 3."

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, and I can confirm that some information in scope of your request is held.

The breakdown of the modules that you would have undertaken on the Mechanical Transport Technician Further Training course can be found at annex A. However, Accreditation Flight do not hold a record of your examination results. Unfortunately, due to a change in training management information systems in 2012, all historical records for examination results prior to this date have been lost.

Under Section 16 of the Act (Advice and Assistance) you may find it helpful to note that the marks gained for your course may be held on your Record of Service. As these marks, if held, constitute your own personal data, you can request this via a Subject Access Request (SAR) under the Data Protection Act. Further advice on how to submit a SAR is available at the link below:

<https://www.gov.uk/guidance/obtain-information-about-yourself-held-by-mod>

Please note that SARs submitted by former Royal Air Force personnel should be directed to the following address:

RAF Disclosures
Room 15, Trenchard Hall
RAF Cranwell
Sleaford
Lincolnshire
NG34 8HB

air-cospers-disclosures@mod.gov.uk

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 us in the first instance at the address above. 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, Ground 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 raise your complaint directly to the Information Commissioner under the provisions of Section 50 of the FOIA. 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,

Air Command Secretariat

COURSE NO: 2234

COURSE TITLE: MECHANICAL TRANSPORT TECHNICIAN FURTHER TRAINING

MODULE	PERIODS	MINIMUM PASS "CERT" 60%
1. Trade Science.	107	PASS
2. Health and Safety Environmental Protection	22	PASS
3. Workshop practice.	33	PASS
4. MODEA & GSE.	28	PASS
5. Spark Ignition Engines.	81	PASS
6. Electrical systems.	32	PASS
7. Diagnostic Techniques.	31	PASS
8. Combustion Internal Engines.	82	PASS
9. Transmission systems.	66	PASS
10. Chassis, Suspension & Steering.	54	PASS
11. Vehicle Braking systems.	94	PASS
12. Specialist refuelling equipment.	33	PASS
13. Fork Lift Trucks.	26	PASS
14. Vehicle testing, revision & final examination.	6	PASS
TOTAL	695	PASS