



Foreign &
Commonwealth
Office

FCO Services

Foreign and Commonwealth Office
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Website: <https://www.gov.uk>

03 October 2019

FREEDOM OF INFORMATION ACT 2000 REQUEST REF: FOI 0862-19

Thank you for your email of 4th September 2019 asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

Please could you supply me with documents showing the policy and practices of both the FCO and FCO Services in determining Job Evaluation and Grading Structure (JEGS) to account for changes in working practice and changes in the structure of the business. Any Framework documents or Annual Reports showing this will be of use to me, although by no means is this request to be regarded as being restricted to these documents.

I would also like to know statistically how many jobs were JEGS'd between 2008 - 2013 (inclusive) to account for changes in the workload and adoption of Working Differently. A histogram showing the five year period would be most beneficial if you have it in this format, else chart form will suffice. I would like the information to show discrete grades relevant to the job evaluations carried out in all the delegated paybands from D6 to A1 inclusive.

This request is for FCO / FCO Services officers in both the Home Civil Service (HCS) and in the Diplomatic Service (DS).

I anticipate this information will already be processed in an accessible form as part of HR's need to effectively manage the business.

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

I can confirm that FCO Services does hold information relevant to your request.

1. The Job Evaluation and Grading Structure (JEGS) policy is attached.
2. The JEGs process used by FCO Services is underpinned by a robust quality framework developed and maintained by the Cabinet Office. Further information on this is found online at [GOV.UK](https://www.gov.uk)
3. All FCO Services Annual Reports are found online at [GOV.UK](https://www.gov.uk)
4. The number of roles graded or JEGS between 2008 and 2013 is 233. These were completed either in-house using the JEGS methodology and scoring system set out in the procedure document attached, or sent to the external evaluator.

Some of the information you have requested, is personal data relating to third parties, the disclosure of which would contravene one of the data protection principles. In such circumstances sections 40(2) and (3) of the Freedom of Information Act apply. In this case, our view is that disclosure would breach the first data protection principle. This states that personal data should be processed fairly and lawfully. It is the fairness aspect of this principle, which, in our view, would be breached by disclosure. In such circumstances, s.40 confers an absolute exemption on disclosure. There is, therefore, no public interest test to apply.

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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

FCO Services

