



Ministry
of Defence

Army Secretariat
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Ref: FOI2019/13130/05/04

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11 December 2019

Email Address: [REDACTED]

Dear [REDACTED],

Thank you for your email of 23 November in which you requested the following information:

“Can you please provide me with a copy of the Defence Instruction and Notices (DIN), Policy Document, Standard Operating Procedure or Administrative Instruction which states that Safeguarding Training can only be delivered to Cadet Force Adult Volunteers (CFAVs) by the Designated Safeguarding Lead (DSL) (Cadet Executive Officer) of an Army Cadet Force Battalion or similar unit.

If you cannot provide same, can you please provide me with a copy of the Defence Instruction and Notices (DIN), Policy Document, Standard Operating Procedure or Administrative Instruction that confirms who within an Army Cadet Force Battalion or similar unit may provide Safeguarding Training to Cadet Force Adult Volunteers (CFAVs).”

I am treating your correspondence as a request for information under the Freedom of Information Act (FOIA) 2000. I am writing to advise you that following a search of our recorded information, I have established that information you requested is held by the Ministry of Defence and is below.

In response to the first and second part of your request, please find below an extract from the Learning Specification of Annual Update and Refresh Safeguarding Cadets in the Army's Cadet Forces Training Presentation 2019/20.

‘ACF: The Commandant is responsible for ensuring the individuals selected to deliver this training are well prepared, as well as suitably knowledgeable and engaging.

The training is to be delivered

- By a qualified Designated Safeguarding Lead (DSL).*
- Where it is not practical for the DSL to deliver, Majors and above, having been documented as authorised in Orders to do so by the Commandant and having received this briefing from a DSL.*

CCF:

- OC CTT or a Contingent Commander endorsed by the OC CTT.*
- The OC CTT is responsible for ensuring Contingent Commanders selected to deliver this training are well prepared, as well as suitably knowledgeable and engaging. ‘*

If you have any queries regarding the content of this letter, please contact this office in the first instance. Following this, 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). Please note that any request for an internal review should be made 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,

Manning Team 2
Army Secretariat