



# Ministry of Defence

Our Ref: FOI2020/05585

Your Ref:

Ministry of Defence  
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Whitehall  
London SW1A 2HB  
United Kingdom

Telephone: +44(0)20 7218 9000

E-mail: [DNO-SecretariatTeam@mod.gov.uk](mailto:DNO-SecretariatTeam@mod.gov.uk)

Via email: [REDACTED]

2 June 2020

Dear [REDACTED],

Thank you for your email of 12 May 2020 requesting the following information about the Defence Nuclear Safety Committee (DNSC):

*“Do you send physical post by the likes of Royal Mail, Whistl or UK Mail?”*

*What was the number of envelopes sent in 2019?*

*Do you produce the work in-house or is it outsourced to a specialist provider?”*

We have treated your correspondence as requests for information under the Freedom of Information Act 2000.

Under Section 16 of the Act (Advice and Assistance) you may wish to note that the Act covers requests for recorded information, and public bodies are not required to create information in order to answer questions where information does not already exist in a recorded form. However, in response to your questions, the DNSC does send physical post. It is estimated that less than 20 items of physical post are sent each year. All work is processed in house by the DNSC Secretariat which is provided by the Ministry of Defence.

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.gov.uk](mailto:CIO-FOI-IR@mod.gov.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 take your complaint 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. Further details of the role and powers of the Information Commissioner can be found on their website, <http://www.ico.org.uk>.

Yours sincerely,

Defence Nuclear Organisation Secretariat