



Ministry
of Defence

Ministry of Defence

Defence Business Services Secretariat
Room 6303
Tomlinson House
Norcross
Thornton-Cleveleys
FY5 3WP

Ref: FOI2021/09304, FOI2021/09305,
FOI2021/09993, FOI2021/09992

Email: DBSRES-Secretariat@mod.gov.uk



10 September 2021

Thank you for your emails of 20 August 2021 to the Ministry of Defence (MOD) requesting the following information:

FOI2021/09304

"Please send me a list of all items for home working in your department since March 2020 which cost more than £1,000."

FOI2021/09305

"Please send me the total costs for home working equipment for officials in your department since March 2020."

On 6 September 2021 you emailed the MOD requesting the same information:

FOI2021/09993

"Please send me a list of all items for home working in your department since March 2020 which cost more than £1,000."

FOI2021/09992

"Please send me the total costs for home working equipment for officials in your department since March 2020."

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 all the information in scope of your request is held. However, I must advise you that we will not be able to answer your request without exceeding the appropriate limit. This is because to locate, retrieve and extract information in scope of

your request, would involve scrutiny of more than 18,400 Miscellaneous Personal Payments claims received between March 2020 and 31 August 2021. It is estimated that this would take at least five minutes per claim, at a total cost of approximately £38,300.

Section 12 of the Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit, which for central government is set at £600. This represents the estimated cost of one person spending 3.5 working days in determining whether the department holds the information, and locating, retrieving, and extracting it.

Under Section 16 (Advice and Assistance) you may be interested to know that it is the responsibility of Line Managers within the Department to approve claims made using the MOD form 1108 (Miscellaneous Personal Payments). Only the most basic of free text appears on the centralised system to identify the reason for the claim, such as Reimbursement; Compensation; Costs Incurred; Refund; Other; etc. It may be possible to narrow down the search if you were to refine your request to a specific Business Unit within the MOD, however it is likely that only claims for items such as equipment needed specifically for working from home during lockdown could be identifiable locally.

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.gov.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,

Defence Business Services (Secretariat)