



Ministry  
of Defence

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

Ref: 2019/12547

[REDACTED]

28 November 2019

Dear [REDACTED]

Thank you for your e-mail of the 31 October 2019 requesting the following information;

*Please provide me with copies of any email held in the email account for [oc.london@aircadets.org](mailto:oc.london@aircadets.org) and [depoc.london@aircadets.org](mailto:depoc.london@aircadets.org) and [oc.kent@aircadets.org](mailto:oc.kent@aircadets.org) and [depot.kent@aircadets.org](mailto:depot.kent@aircadets.org) which include the terms "FOI" "FOIA" or "Freedom of Information" sent or received within the last 6 weeks.*

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

Copies of e-mails held in the e-mail account [oc.london@aircadets.org](mailto:oc.london@aircadets.org) are attached as Annex A. For e-mail accounts [depoc.london@aircadets.org](mailto:depoc.london@aircadets.org), [oc.kent@aircadets.org](mailto:oc.kent@aircadets.org) and [depot.kent@aircadets.org](mailto:depot.kent@aircadets.org) no information has been identified that falls within the scope of your request.

In accordance with the Data Protection Act, under S40(2) of FOIA (third party personal data), some information contained within the communications at Annex A is withheld as exempt information. This is an Absolute Exemption and not subject to the Public Interest Test.

If you are not satisfied with this response or 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](mailto: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 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 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

Enc: Annex A



Archived: 19 November 2019 14:45:30

From: Section 40

Sent: Tue, 15 Oct 2019 14:29:04 +0000ARC

To: 'OC London Wing ATC'

Cc: Section 40

Subject: 1. FW: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Sensitivity: Normal

Attachments:

FOI Request.msg;

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Sir,

**Situation:** PSA FOI request from Section 40 asking for copies of emails sent or received by the email account of OC London Wing ATC within the last 7 months which include any of the following words: 'gclosure'h, 'gclose'h or 'gtransfer'h.

**Requests:** We would be grateful if you could:

a. Send me copies of emails sent or received by the email account of OC London Wing ATC within the last 7 months which include any of the following words: gclosureh, gcloseh or gtransferh by **CoP Mon 21 Oct**. We will then put them in a LTD folder on *MODNet* for access by Air Sec on their deadline of 23 Oct 19.

b. Let me know asap should you be unable to fulfil this request by the deadline as we will need to inform HQ Air.

Thank you

Kind regards

Section 40

Section 40

RAF Air Cadet Headquarters | RAF Cranwell | SLEAFORD | Lincs | NG34

8HB | Tel (STD): Section 40 | Tel Section 40 | Section 40

**RAF Air Cadet Mission: To be a modern, dynamic, sustainable air-minded youth organisation of choice that offers fun and challenging opportunities to young people and adult volunteers alike and develops citizens with valuable skills for the future.**

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From: Section 40

Sent: 15 October 2019 14:01

To: Section 40

Subject: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Good afternoon,



Please find attached FOI request. Please can you provide the emails by 23 October 2019.

Happy to discuss further.

Kind regards,

Section 40

• Air Command Secretariat • RAF High Wycombe • Bucks • HP14 4UE • Section 40

Civ: Section 40

Email: Section 40 • Intranet [Air Cmd Sec Intranet Page](#)



**Archived:** 19 November 2019 14:45:37

**From:** Section 40

**Sent:** Sat, 12 Oct 2019 00:01:55

**To:** Air-DRes Sec-ParliBusiness (MULTIUSER)

**Subject:** FOI Request

**Sensitivity:** Normal

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Please send me copies of any email sent or received by Officer Commanding London Wing Air Cadets within the last 7 months with any of these words in it: "closure" "close" "transfer". To help the size of the search - only his email account needs to be looked at to find emails sent or received.

Thank you

Section 40

Sent from [Outlook](#)



Archived: 19 November 2019 14:45:40

From: Section 40

Sent: Wed, 16 Oct 2019 10:13:09 +0000ARC

To: OC London Wing ATC Section 40

Cc: Section 40

Subject: RE: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Sensitivity: Normal

---

Sir,

Ack. Thank you!

Regards

Section 40

Section 40 | Section 40 | Section 40 | RAF Air Cadet Headquarters | RAF Cranwell | SLEAFORD | Lincs | NG34  
8HB | Tel (STD): Section 40 | Tel (Mil): Section 40 | Section 40

**RAF Air Cadet Mission: To be a modern, dynamic, sustainable air-minded youth organisation of choice that offers fun and challenging opportunities to young people and adult volunteers alike and develops citizens with valuable skills for the future.**

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From: OC London Wing ATC (Section 40) <oc.london@aircadets.org>

Sent: 16 October 2019 11:08

To: Section 40

Cc: Section 40

Subject: Re: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Section 40

I have used the bader search on line as suggested, it has produced a total of 176 emails with the words Close, Closure or Transfer or a combination of them from the period 12 March to 12 October. 7 months as requested.

I cannot send that many emails as a group, therefore I have placed them into a folder called 'FOI' in my inbox.

I am content for the Bader team to give access to this folder so you can extricate them.

If this does not work I have no further solution.

Regards

Section 40



London Wing ATC

HQ London Wing, Air Training Corps  
Building 63, RAF Northolt  
West End Road, Ruislip,  
Middlesex  
HA4 6NG  
Mob: Section 40  
Email: oc.london@aircadets.org  
Website: www.londonwing-atc.com

---

From: Section 40  
Sent: 16 October 2019 09:44  
To: Section 40  
Cc: Section 40

Subject: RE: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Sir,

Ack. Unfortunately, the BADER team are currently unable to do the search remotely because of licencing restrictions. However, I believe that a search (or searches) in the BADER outlook online may well give us the information we need. My computer, for example, appears to automatically search the content of the emails as well as the subject titles. If this is not the case for you, we will have to rethink as we must give our best effort to provide the information.

Another way around the problem could be for you to reply to this email authorising me to have temporary access to your inbox and sent items. I could do the trawl, copy the appropriate emails and forward them to HQ Air for redaction. However, this may not be a workable solution if you also have OSP correspondence in these mail boxes.

Regards

Section 40

Section 40 | Section 40 | Section 40 | RAF Air Cadet Headquarters | RAF Cranwell | SLEAFORD | Lincs | NG34  
8HB | Tel (STD): Section 40 | Tel: Section 40 | Section 40

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From: OC London Wing ATC (Section 40 <oc.london@aircadets.org>  
Sent: 15 October 2019 16:26  
To: Section 40  
Cc: Section 40  
Subject: Re: 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Section 40



Thanks for this.

The only method I have for responding to this request is to filter by subject heading.

I have no capacity or facility to search the body of emails within a 7 month period to find the words requested.

If the subject heading is sufficient then I will send them. If not I would suggest asking the Bader team whether they can do a search of the body of any emails within the prescribed times.

Regards

Section 40

OC London Wing ATC

[oc.london@aircadets.org](mailto:oc.london@aircadets.org)

Section 40

**Address: HQ London Wing, Royal Air Force Air Cadets,  
Building 63  
RAF Northolt  
West End Rd  
Ruislip  
Middlesex  
HA4 6NG**

On 15 Oct 2019, at 15:29, Section 40  
wrote:

Sir,

**Situation:** PSA FOI request from Section 40 asking for copies of emails sent or received by the email account of OC London Wing ATC within the last 7 months which include any of the following words: · gclosure·h, · gclose·h or · gtransfer·h.

**Requests:** We would be grateful if you could:

- a. Send me copies of emails sent or received by the email account of OC London Wing ATC within the last 7 months which include any of the following words: gclosureh, gcloseh or gtransferh by **CoP Mon 21 Oct**. We will then put them in a LTD folder on *MODNet* for access by Air Sec on their deadline of 23 Oct 19.
- b. Let me know asap should you be unable to fulfil this request by the deadline as we will need to inform HQ Air.

Thank you

Kind regards

Section 40



Section 40 | Section 40 | Section 40 | RAF Air Cadet Headquarters | RAF Cranwell | SLEAFORD |  
Lincs | NG34 8HB | Tel (STD): Section 40 | Tel Section 40 | Section 40

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---

**From:** Section 40  
**Sent:** 15 October 2019 14:01  
**To:** Section 40  
**Subject:** 20191015 FOI 2019/11625 Deadline COP 23 October 2019

Good afternoon,

Please find attached FOI request. Please can you provide the emails by 23 October 2019.

Happy to discuss further.

Kind regards,

Section 40  
Section 40  
Civ: Section 40  
Email: Section 40 • [Intranet Air Cmd Sec Intranet Page](#)

<mime-attachment>

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