



Ministry
of Defence

Defence Business Services

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Ref: FOI2021/12720

12 January 2022

Dear [REDACTED]

Thank you for your email of 21 October 2021 requesting:

- *How many business miles have been travelled by your employees using their own car (grey fleet) in the financial year 2018-2019?*
- *How many business miles have been travelled by your employees using their own car (grey fleet) in the financial year 2019-2020?*
- *How much money has been reimbursed back to employees for those business miles for grey fleet in the financial year 2018-2019?*
- *How much money has been reimbursed back to employees for those business miles for grey fleet in the financial year 2018-2019?*
- *How much does your organisation reimburse its employees per mile?*
- *Does your organisation have an employee travel policy for business travel, which may include other additional modes of transport such as train, car rental etc.?*

I would be grateful if you could provide this information in an electronic format."

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 and can be found in the tables below. Please note that the information covers MOD Main including:

Air
Army
Defence Infrastructure Organisation
Defence Equipment & Support
Defence Nuclear Organisation
Head Office
Navy
Submarine Delivery Agency
UK Strategic Command

and excludes other Executive Agencies and Arm's Length Bodies which do not make Travel and Substance claims through the MOD Human Resource Management System (HRMS).

Business Miles Travelled and Reimbursements to Employees:

Service Personnel:

Financial Year	Number of Miles (Millions)	Amount Claimed (£ Millions)
2018/19	40.88	10.3
2019/20	41.65	10.26

Figures have been rounded to the nearest thousand.

This information has been extracted from the Joint Personnel Administration MI System on 16 December 2021.

Civilian Personnel:

Financial Year	Number of Miles (Millions)	Amount Claimed (£ Millions)
2018/19	17.09	5.06
2019/20	16.86	5.01

Figures have been rounded to the nearest thousand.

Information extracted from the HRMS on 16 December 2021.

Amount claimed reflects the number of miles travelled in the respective financial years.

Results based on the date the claim for the travel was submitted.

Civilian Personnel Mileage Allowance rates

Motor Mileage Allowance up to 10,000 Miles	30p per mile
Motor Mileage Allowance over 10,000 Miles	25p per mile
Motorcycle	24p per mile
Pedal cycle	15p per mile
Passenger Supplement	3p per mile for 1 st passenger, 2p per mile for 2 nd and additional passengers
Equipment Supplement	2p per mile

Service Personnel Mileage Allowance rates

All Motor Vehicles	25p per mile
Passenger Allowance	3p per for 1 st passenger, 2p per mile for 2 nd and additional passengers
Pedal Cycles	15p per mile

The department's employee travel policy for business travel, which includes other additional modes of transport such as train, car rental and flights can be found attached at Annex A. The Business travel guide can be found at Annex B. This policy applies to both Civilian and Service personnel.

Additionally, there is some recorded information related to Military Personnel in **JSP 752 -Tri-Service regulations for expenses and allowances**. JSP 752 is the policy document for expenses and allowances for Regular and Reserve UK Armed Forces personnel and the Business Travel Guide makes reference to it. However, this information falls entirely within the scope of an absolute exemption under Section 21 (Information reasonably accessible by other means) of the FOIA. Section 21(1) has been applied, as the information is already in the public domain and therefore, reasonably accessible to you at the link below. Section 21 is an absolute

exemption and as such, there is no requirement to consider the public interest in making a decision to withhold the information. JSP 752 can be found at the following link:


<https://www.gov.uk/government/publications/jsp-752-tri-service-regulations-for-expenses-and-allowances>

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