



**Defence Business Services**  
Secretariat  
Room 6303  
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Thornton-Cleveleys  
Lancashire FY5 3WP

Ref: FOI2022/02490

[DBSRES-Secretariat@mod.gov.uk](mailto:DBSRES-Secretariat@mod.gov.uk)

Mr [REDACTED]  
[REDACTED]

17 March 2022

Dear Mr [REDACTED]

Thank you for your email of 25 February 2022 to the Ministry of Defence (MOD), seeking information about Mr [REDACTED]

You requested the following information:

*“can I please request the medal entitlement of the following individual, and their date issued? Also a copy of the ww2 medal card if issued?”*

1. [REDACTED] He served in the Royal Artillery from 1911 to 1913, then in World War One until 1921, then joining the Royal Engineers in World War Two from 1940. [REDACTED] held the rank of Major in World War One and Two and so did not receive an Officer number until 1940, which was 118180.”

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 MOD and I can confirm that some of the information in scope of your request is held. However, I must also advise that Section 21 of the FOIA exempts release of information that is already reasonably accessible to the applicant by other means.

I should explain that World War One medal cards are held at the National Archives and can be searched and ordered via the following link <http://www.nationalarchives.gov.uk/help-with-your-research/research-guides/british-army-medal-index-cards-1914-1920/>.

Mr [REDACTED] World War Two medal entitlement is as follows:

- 1939-45 Star
- War Medal

I can confirm that the medal card is blank, therefore, it would seem that the medals listed above remain unissued.

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](mailto: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,

A black rectangular redaction box covering the signature of the Head of DBS Secretariat.

Head of DBS Secretariat