



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

Ref: FOI2022/04260

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

06 April 2022

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear [REDACTED]

Thank you for your email of 14 March 2022 to the Ministry of Defence (MOD), requesting the following information:

*"1. Under the FOIA, I want:*

- a) A copy of any background note or briefing note produced by Veterans UK to accompany the draft response which resulted in the Minister's letter dated 2 July 2021 to my MP, Mark Menzies*
- b) A copy of any background note or briefing note produced by Veterans UK to accompany the draft response which resulted in the Minister's letter dated 4 November 2021 to my MP, Mark Menzies"*

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 neither confirm nor deny whether the MOD holds the information that you have requested.

We are not obliged to confirm or deny whether we hold the information as if held, this would relate to personal information. Section 40(5) of the FOIA provides that there is no duty to confirm or deny whether we hold the information.

The fact Section 40(5) of the FOIA has been cited should not be taken as an indication that the information you have requested is or is not held by the Department. The terms of this exemption of the FOIA mean that we do not have to consider whether it would be in the public interest for us to reveal whether the information is held.

Under Section 16 (Advice and Assistance) you may wish to know that you do have the right to ask for copies of your personal information which is commonly known as making a Subject Access Request (SAR). I have passed your email to the SAR team who will contact you in order to establish if any such information exists.

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

Defence Business Services Secretariat