



Defence Business Services
DBS Secretariat
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Ref: FOI2022/05024

DBSRES-Secretariat@mod.gov.uk

17 May 2022

Dear [REDACTED]

Thank you for your email of 21 April 2022 to the Ministry of Defence (MOD), requesting the following information:

*“How many of the MOD's 60,000 civilian staff are working from home (WFH)?
How many of the same employees working from home at least two days of the week?”*

When I mean working from home, I mean that they are not in the office at least five-days-a-week. To measure this could you look at where staff members have worked in 2022”

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 all 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 cost limit.

The requested information is not held centrally or electronically as all personnel agree their working location with their local Line Management. In order to answer these questions, information would have to be sought from all Line Managers in the Department, which would substantially exceed the cost limit.

Section 12 of the FOIA 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.

Usually, under Section 16 (Advice and Assistance) of the FOIA I would offer a refinement you could make to your request to bring the cost below the £600 limit. Regrettably, in this case I have been unable to identify an appropriate refinement. However, it may be possible to provide the policy document related to flexible working in the MOD. If you would find this useful, please let me know and I will be happy to consider your request.

In addition, under Section 16 of the FOIA, you may wish to be aware that guidance on flexible working for Civil Servants is published on the Gov.uk website and can be found at the following link: <https://www.civilservicejobshare.service.gov.uk/resources/civil-service-flexible-working-guidance-govuk>

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

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Defence Business Services Secretariat