



Ministry
of Defence

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20 May 2022

Dear [REDACTED]

Thank you for your email of 25 April in which you asked for the following information:

I would like to request any answers you can legally provide.

I am interested in what rules are in place for:

- 1. Booking in and out procedures by personnel on foot or vehicle*
- 2. A soldier returns to the camp in a drunken state*
- 3. A soldier returns to the camp driving whilst drunk*
- 4. Rules on having alcohol in married and single soldiers living quarters,*
- 5. A soldier returns to the camp having been in a fight*
- 6. A soldier tries to smuggle someone into camp*
- 7. Finally, what would have happened if a soldier left camp during the Covid19 lockdown?*

I am treating your correspondence as a request for information under the Freedom of Information Act 2000. A search for the information requested has been completed and I can confirm that the Ministry of Defence holds this information. Information in scope of parts one, four and six of your request and can be found below in Annex A. Parts three, five and seven of the information requested is exempt under Section 21 of the Freedom of Information Act (FOIA), because it is reasonably accessible to you by other means. There is no information held in relation to part two of your request.

Part one: Joint Service Publication (JSP) 440 - The Defence Manual of Security (Part 2 Leaflet 3F) states the "Head of Establishment is responsible for setting the Access Control Policy for their establishment/site, and ensuring it is recorded in local Security Orders".

Part four: Army General Administrative Instruction (AGAI) 53 is an Army specific document that details aspects of Barrack Regimes for those SP who live in Single Living Accommodation (SLA). Para 53.017 states that "COs are to publish on routine orders the units 'alcohol state' in accordance with AGAI Volume 2 Chapter 63 and within the limitations of Commander's alcohol policies, directives or guidance".

Part six: The Army Command Standing Order (ACSO) 2002 states "All personnel must report actual or suspected security incidents to Army WARP as soon as practicable, and normally no later than 24hrs after the incident is discovered. Reporting security incidents in timely manner allows remedial, containment and counter-compromise action to be taken to prevent the impact of the incident from escalating".

Under Section 16 of the Freedom of Information Act (Advice and Assistance), it may be useful that you can find the information for parts three, five and seven through the links below. Specific

information relating to parts three and five are available in The Armed Forces Act (AFA) 2006 Part 5 Chapter 1 section 113 onwards:

<https://www.legislation.gov.uk/ukpga/2006/52/contents>

Information relating to part seven of your request is available in the Manual of Service Law (MSL) through the link below. The MSL Volume 1 Chapter 7 provides direction and guidance on non-criminal conduct offences, and Volume 1 Chapter 14 is the sentencing guide:

<https://www.gov.uk/government/collections/manual-of-service-law-msl>

There is no specific policy covering part two of your request. An offence must have occurred for any action to take place. Please see the Manual Service Law for information on offences.

If you have any queries regarding the content of this letter, please contact this office in the first instance. Following this, 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.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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Army Secretariat