



**Defence Business Services**  
Secretariat  
Room 6303  
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Ref: FOI2023/07018

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

[REDACTED]

5 July 2023

Dear [REDACTED]

Thank you for your email of 6 June 2023 to the Ministry of Defence (MOD), requesting the following information:

*“I wish to make a request for information in regards to transfers of personnel from the Northern Ireland Security Guard Service (NISGS) information requested is as follows.*

*The number of NISGS staff who have successfully achieved transfer / relocation / move to Palace Barracks( Holywood Co. Down) NISGS detachment from other NISGS detachments. From the period of June 2019 to date of this requests submission.*

*In conjunction to this request I also seek to be provided with numbers of those staff who achieved transfer to Palace Barracks - Numbers of staff that underwent pre transfer Medicals, pr any other medicals to achieve and complete their transfer / relocation / moves , over the period June 2019 to date of this requests submission.”*

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 information in scope of your request is held.

13 NISGS staff had a change of work location to Holywood Palace Barracks between 1 June 2019 to 6 June 2023.

No information is held with regard to pre-transfer medicals.

Under Section 16 (Advice and Assistance) you may wish to know that a currently serving NISGS officer who moves to another location in their substantive grade are not required to complete a medical. The exception to this is if the officer has declared health issues which requires occupational health to confirm fitness for role prior to transfer. This would then be a personal matter between the individual and their Line Manager.

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 sender.

Defence Business Services Secretariat