



Ministry of Defence

Secretariat
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Sean House

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Ref. FOI 2021/10845

14 October 2021

Dear Mr House

Thank you for your email of 22 September 2021 requesting the following information:

“Please provide process documents or guidance provided to military users (for example, but not limited to, Standard Operating Procedures) for reserving all or parts of the lands covered by the Aldershot and District Military Lands Byelaws, 1976.

Please include process for reserving the land in advance; processes for registering arrival on the land and processes for registering departure once the use of the land is complete.

This should include the processes or guidance currently in place and, if has changed in the last 6 months, the previous processes or guidance that applied over that period.

If these process or documents contain personally identifiable information please redact such information but leave the role designations if appropriate.”

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 Ministry of Defence (MOD) and I can confirm that all the information in scope of your request is held.

The information you have requested can be found at Annex A, B and C attached.

Section 40(2) has been applied to some of the information in order to protect personal information as governed by the General Data Protection Regulation and Data Protection Act 2018. Section 40 is an absolute exemption and there is therefore no requirement to consider the public interest in making a decision to withhold the information.

Under Section 16 of the Act (Advice and Assistance) you may find it helpful to know that only documents from the last 6 months are held, previous copies are not available

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 in writing 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

DIO Secretariat