



DSEA Secretariat Group
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MINISTRY OF DEFENCE

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Mr F Dawson
request-114348-7e74cff4@whatdotheyknow.com

Your Reference: 114348-7e74cff4

Our Reference: FOI 23-04-2012-145305014

Date: 22 May 2012

Dear Mr Dawson

FREEDOM OF INFORMATION ACT REQUEST: FORMATION OF THE INDEPENDENT SAFETY ORGANISATION (ISO)

Thank you for your e-mail of 23 April 2012¹ requesting information on the formation of the MOD Independent Safety Organisation (ISO) referred to in the Defence Environment and Safety Board (DESB) Report 2010. As you are aware from our previous correspondence, the MOD ISO, become the Defence Safety and Environment Authority (DSEA). This organisation stood up as of 1 March 2012.

You asked the following questions

Could you please provide me with the following information:-

- a: The terms of reference for the MOD Independent Safety Organisation (ISO) referred to in the DESB 2010 report,
- b: letters of delegation
- c: organisational structure
- d: job descriptions including the associated professional safety qualifications, required experience required to be held by individuals occupying posts within the ISO
- e: which posts will be subsumed within the ISO.
- f: cost savings
- g: reduction in overall number of posts
- h: responses from the Unions to the consultation on the establishment of the MOD Independent Safety Organisation

Also could you provide me with information about any changes to the MOD safety committees (DESB DNESB etc) terms of reference and membership consequent of the establishment of the MOD Independent Safety Organisation

We can confirm that we hold information on the subjects you have requested. However, from our preliminary assessment, Section 12 of the Act would apply with regard to your question at part d.

Section 12 of the 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 estimates costs of one person spending 3.5 days in determining whether the department holds the information, locating, retrieving and extracting the information.

You asked at part d. for *“job descriptions including the associated professional safety qualifications, required experience required to be held by individuals occupying posts within the ISO”*. You clarified your question on 4 May 2012 advising that you wanted job descriptions for all staff in the DSEA.

The MOD operates a computerised personnel management system which contains some information relating to posts (such as grades, location, job codes and post skills profiles if updated by Line Managers) however it doesn't hold job descriptions or qualification type data. Job Descriptions are written and managed at the local level by Line Managers. To obtain individual job descriptions of all 160 staff, assess and redact personnel information (Section 40) would exceed the limit allowable.

We will be able to provide information requested if you reduce or refine your request to bring the cost of compliance under the limit.

If you were to limit your request to your questions at a,b,c,e,f,g and h we should be able to provide you with information. Please contact us if you would like to refine your request or require advice on doing so.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Head of Corporate Information, 2nd Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.gov.uk>.

Yours sincerely

DSEA Secretariat Group