



Deputy Chief of Defence Staff (Personnel) Secretariat
MINISTRY OF DEFENCE
Main Building
Whitehall
London, SW1A 2HB

Telephone: 020 721 89000

Mr P Jones

XXXXXXXXXXXXXXXXXXXX@XXXXXXXXXXXXXXX.XXX

Your
reference: -

Our
reference: PW-15-11-2010-111257-
002-Jones

Date: 13 December 2010

Dear Mr Jones,

Thank you for your correspondence dated 13 November 2010 which has been considered to be a request for information in accordance with the Freedom of Information Act 2000. In accordance with standard Departmental procedures your email has been passed to this branch of the Ministry of Defence and I have been asked to reply.

You requested the following information:

"I am aware that the Cadet Forces Medal is awarded to Cadet Force Adult Volunteers on the completion of 12-years reckonable and satisfactory service.

I am also aware that the Volunteer Reserves Service Medal is awarded to Reservists for 10-years reckonable and satisfactory service in the Reserve Forces.

Please send me copies of Ministry of Defence produced documents relating to changes or proposed changes to the awarding criteria of either of these medals since 2005. This includes all documents and emails produced by Ministry of Defence Ministers, civil servants or representatives of the individual Services."

Please be assured that your request is receiving our full attention. However, I am sorry to inform you that it is taking longer than we anticipated to collate your response. In order to ensure appropriate exemptions are applied, we will be carrying out a public interest test and we hope to release a disclosure to you in the very near future.

Yours sincerely,

DCDS (Pers) Sec

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, 1st Floor, Zone N, 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>.