



Ministry
of Defence

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Defence Equipment & Support
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Paul Ashby

Email: request-183477-
xxxxxxxx@xxxxxxxxxxxxxxx.xxx

Your Reference:

Our Reference:
05-10-2013-124146-004
Date:
18 November 2013

Dear Mr Ashby

Thank you for your recent email requesting the following information:

“Under Freedom of Information Laws please state the email system that is in use by your organisation and please answer the following questions:- 1. Please state the technology used for the email system. 2. If using Microsoft Exchange which version is in use. 3. Do you have a corporate archiving system or do users archive to PST files 4. If no Corporate archiving system how do you comply with FOI requests regarding email searches. 5. If a Corporate archiving system is in place please state technology used. 6. Do you use the GSI extranet secure email system at all.”

Your correspondence has been treated as a request for information under the Freedom of Information (FOI) Act 2000.

A search for the information has now been completed within the Ministry of Defence (MOD), and I can confirm that information falling within the scope of your request is held.

The Defence Information Infrastructure (DII) ICT system provides the vast majority of defence users, both in the UK and overseas, with their integrated ICT network needs. This reply relates to the DII network.

In response to your question 1, the email system used by DII is Microsoft Exchange. In response to question 2, the version currently in use is Microsoft 2003. In response to question 3, the DII has no corporate archiving system for email. PST files are not an approved form of archiving on the DII. In response to question 4, should email messages be needed to comply with FOI requests, they are retrieved from corporate storage in the records management system or are retrieved from Exchange mailboxes. In response to question 5, email messages which need to be retained in our corporate storage system are

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moved to SharePoint or Meridio for storage as records. In response to question 6, the Ministry of Defence does not use the GSI extranet secure email service.

Please note that Section 1 of the Freedom of Information Act gives an applicant the right to access recorded information held by public authorities at the time the request is made and does not require public authorities to answer questions, provide explanations or give opinions, unless this is recorded information held. I can confirm that the Ministry of Defence holds no recorded information that would provide an answer to the question/s you have asked in your request.

You may find it helpful to know that The Information Commissioner's Office publishes guidance on how to make requests for information under the Freedom of Information Act in the ICO Charter for Responsible Freedom of Information Requests, available on the ICO website at the following address:

http://www.ico.gov.uk/upload/documents/library/freedom_of_information/practical_application/its_public_information_foi%20charter_final.pdf

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 Deputy Chief Information Officer, 2nd Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail xxxxxxxxxx@xxx.xx). 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

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