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Captain Bryn Wayt

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**Our ref:** RFI 4318  
**Date:** 27 October 2011

Dear Captain Wayt,

## **REQUEST FOR INTERNAL REVIEW: EXERCISE SILVER BIRCH IP10**

Thank you for your request of 26 October for an internal review of a response you received on 25 October 2011, regarding information about the paper trail relating to Exercise Silver Birch IP10. We are dealing with your request under the Freedom of Information Act 2000 (FOIA)

The FOIA does not require an authority to have a review procedure in place. However, both the Code of Practice made under section 45 of the FOIA and the ICO recommend it is good practice to have one. Section 17(7) of the FOIA provides that, in a refusal notice, an authority must give details of any review procedures, as well as details of the right of appeal to the Information Commissioner.

A one-stage review should be completed in 20 working days. In exceptional cases it may be appropriate to take longer but even in those cases it should not exceed 40 working days. However, we aim to deal with reviews within 20 working days from the date we received it (i.e. by 23 November 2011). If for any reason we are unable to meet this deadline we will keep you fully informed of the reasons for this.

If you have any queries about this letter please contact me.

Yours sincerely

**Jimmy Allimadi**

*(FOI Case Officer and Policy Adviser)*

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