



Ministry
of Defence

Air Command Secretariat
Spitfire Block
Headquarters Air Command
Royal Air Force
High Wycombe
Buckinghamshire
HP14 4U

Ref: FOI2019/06543

George Allan [by e-mail]
request-580833-5f31138b@whatdotheyknow.com

1 July 2019

Dear Mr Allan

Thank you for your email of 5 June 2019 requesting the following information:

"Dear RAF Air Cadets,

Please can you provide me with the following statistics:

- 1. How many transfer requests, (pers form 1-04) were submitted to all WHQs in the past 12 months?*
- 2. How many of these were subsequently approved, and the staff member transferred?*
- 3. How many of these were rejected at WHQ level?*
- 4. How many of these were rejected at RHQ level?*
- 5. How many of these were rejected by HQAC?*
- 6. What is the policy regarding CIs wanting to transfer to another squadron, and for what reasons can they be told this is not allowed?"*

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, and I can confirm that no information in scope of your request is held.

Under Section 16 of the Act (Advice and Assistance), to be helpful, please be advised that it is not mandated that RAF Air Cadets keep a record, centrally or locally, of the applications made requesting a transfer from one Air Training Corps Squadron to another. Volunteer cadet staff are required to complete an application form requesting a transfer. However, each application is considered and actioned locally, on a case by case basis, and there is no requirement for completed application forms to be retained.

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 us in the first instance at the address above. If informal resolution is not possible and you are still dissatisfied then you may apply for 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.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 normally investigate your case until the MOD internal 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,

Air Command Secretariat