



# Ministry of Defence

Ministry of Defence  
Main Building (06/K/24)  
Whitehall  
London  
SW1A 2HB

Our Ref: FOI2015/07224



Reply to: 

16 September 2015

Dear ,

Thank you for your email of 18 August 2015 requesting the following information:

*“I would like to request the following costs and figures on the recruitment process for all roles within The Navy and RAF in the year period June 1st 2014 – June 1st 2015. This includes:*

- Cost per application: average and cost by role.* PART 1
- Cost per hire: average and cost by role.* PART 2
- The overall cost of branding/advertising as part of recruitment campaigns for 12 months to June 1st 2015.* PART 3
- A breakdown of that spend by channels and months.* PART 4
- Total applications received in the 12 months to June 1st 2015.* PART 5
- Total applications received by channel and month.* PART 6
- The total number of hires over this period.* PART 7
- Current level of unfilled vacancies, by role.* PART 8
- The cost of using recruitment agencies over this period*
- Broken down by role* PART 9
- Cost of sifting applications and carrying out interviews.* PART 10
- Any screening/CRB/basic disclosure costs applied to recruitment.* PART 11
- Breakdown of applicants and hires by gender and ethnicity.”* PART 12

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA). The MOD response below is in the order of each part of this FOI request.

Information is not available in sufficient detail to answer Parts 1 or 2 of this request. Data to answer Parts 3 to 7 of the request is held, and is provided in the PDF file entitled “FOI 07224 - Recruitment Data”. Please note that your reference to ‘Channel’ has been interpreted as applications received via online application. The spreadsheet shows total applications by month over the period requested greater than the totals by gender or ethnicity, because some individuals may make repeated applications in different months for the same role. Also that ‘Hires’ is not a term used by the armed forces, but we have interpreted this to mean entrants to Phase 1 training.

In addressing Part 8 I advise that information relating to this part does not exist in the format requested by either Service as they do not have vacancies as such. For the Royal Navy / Royal Marines, recruiting targets are determined by Phase 1 training places, which are programmed over the whole year with a certain number of places commencing on given dates allocated to a specific roles. Individuals can only be allocated to a training place for their chosen role if capacity is available within the training programme. Whereas the Royal Air Force works to ‘Into Training Targets’ (ITT), which are issued by the RAF Manning Requirement cell at the beginning of each recruiting year (at 1 April). The ITT can fluctuate throughout the course of the year.

Part 9 of this FOI request does not relate to the UK armed forces because they do not utilise recruitment agencies. The cost of recruitment activities mentioned at Parts 10 and 11 are borne within the overall MOD budget but not available in detail specific to answer this request. A breakdown of gender and ethnicity of recruits is provided in the "FOI 07224 - Recruitment Data" 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 Information Rights Compliance team, 1st Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail [CIO-FOI-IR@mod.uk](mailto: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,

Defence Personnel Secretariat FOI