



22 April 2009

FREEDOM OF INFORMATION REQUEST

Thank you for your request dated 24 March 2009, under the Freedom of Information Act. You asked that the Foreign and Commonwealth Office (FCO) should disclose a full list of job titles for everyone employed by the department. You also requested the average salary for each job title.

I can confirm that the FCO does hold information to answer your request.

People recruited to the FCO in the UK are recruited into particular Bands. Those Bands, their broader civil service equivalents and the salary scales for 2009-2010 are given on the following page:

FCO Band	Civil Service Equivalent	Minimum Salary (£)	Maximum Salary (£)
A1	AA	15,604	17,002
A2	AO	17,915	21,490
B3	EO	20,725	27,189
C4	HEO	24,644	31,778
C5	SEO	31,102	39,589
D6	G7	41,106	54,789
D7	G6	51,385	66,385

For staff in the Senior Management Structure (Senior Civil Service) the FCO operates reward arrangements within a framework managed by the Cabinet Office. The Government sets salary ranges for these pay bands centrally for all Whitehall Departments in response to recommendations from the Senior Salaries Review Board. The current ranges are given below:

FCO Payband	Civil Service Payband	Minimum (£)	Ceiling (£)
SMS 1 Assistant Director	SCS 1	58,200	117,750
SMS 2 Director	SCS 2	82,900	162,500
Senior Head of Mission (SMS 3 / 4) Director General + above	SCS 3	101,500	208,200
Permanent Secretary		141,800	277,300

We also recruit approximately 10,000 people locally overseas. They are paid according to local law. Without consulting all of our posts (there are over 200 of them), it will not be possible to provide you with a full accurate list of these details. I estimate that to locate, retrieve and extract such information would exceed the appropriate limit of £600 or 3.5 days. This limit has been specified in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. S.12 of the Freedom of Information Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit. I will not, therefore, be processing this part of your request further. People's job titles will vary according to the work they are doing and a job

may evolve while a person is in it. Again, it is not possible to provide you with a full list of job titles and section 12 applies. However, a representative sample would cover: Ambassador/High Commissioner/Governor, Deputy Head of Mission, Director for Trade and Investment, Management Officer, Entry Clearance Officer and Vice Consul overseas. In the UK the sample includes Directors, Heads of Department, Deputy Heads of Department and Desk Officers for groups of countries or themes.

In keeping with the spirit and effect of the Freedom of Information Act, all information is assumed to be releasable to the public unless exempt.

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