Ref. 28-03-2014-2014/00036

Campaign Against the Arms Trade,
Unit 4,
5 – 7 Wells Terrace,
LONDON, N4 3JU.

July 2014

Thank you for your email of 08 April 2014 requesting the following information:

I would like to request copies of documents listed in your response to FOI 21-10-2013-123258-005, i.e. "Contingency planning with UK arms companies in Saudi Arabia: list of documents."

As with the original request I am treating this correspondence as a request for information under the Freedom of Information Act 2000.

The list of the documents within the scope of your latest request can be found at Annex A. Also attached are copies of each of the listed documents. It has, however, been considered necessary to redact documents to protect information viewed as exempt information under S.40 (Personal Information); S.38 (Health and Safety) and S.43 (Commercial Interests) of the FOI Act. The reasons for the redaction are set out at Annex B.

If you are dissatisfied and wish to complain about any aspect of the handling of this request, then you should contact me in the first instance. Should you remain dissatisfied following the result of any such complaint, you may apply for an internal review by contacting the Head of Corporate Information 6th Floor, Ministry of Defence, Whitehall, SW1A 2HB (e-mail: COI-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 days of which the attempt to reach an informal resolution has come to an end.

If you remain dissatisfied following the 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 the powers of the Information Commissioner can be found on the Commissioner's website, http://www.ico.gov.uk.

Yours sincerely,
## CONTINGENCY PLANNING WITH UK ARMS COMPANIES IN SAUDI ARABIA: LIST OF DOCUMENTS

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<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Reference</th>
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<th>Originator</th>
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RESTRICTED

Potential withdrawal of UK arms companies from Saudi Arabia in the event of internal or regional stability. Freedom of Information Public Interest Test

Reference: 08-04-2014-00036 Prichard

Section 38(1) b – The "health and safety" aspect of this exemption refers to the prospect of endangering the safety of the individual concerned.

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<tr>
<th>For Release</th>
<th>Against Release</th>
<th>Outcome</th>
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<tbody>
<tr>
<td>The Act makes a presumption towards disclosure wherever possible.</td>
<td>The MOD has confirmed that it holds documents recording discussions with BAE Systems relevant to the evacuation plans the UK Ministry of Defence Saudi Armed Forces Projects (MODSAP).</td>
<td>Section 38(1) b applies to all aspects of this request. Maintaining the integrity of the information relating to how staff and dependants will be evacuated outweighs the public interest in obtaining this information.</td>
</tr>
<tr>
<td>In addition to the general obligation of the Act to promote openness and transparency, there is a public interest in knowing the contents of documents listed as part of a previous request for information.</td>
<td>The release of the details of these discussions or the evacuation plans would clearly endanger the safety of those affected by the plan should it ever be exercised.</td>
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Section 40 (3) – The "personal information" aspect of this exemption relates to the release of information that contravenes any data protection principles. In this case the release of "personal data" that relates to a living individual who can be identified.

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<tr>
<td>In addition to the general obligation of the Act to promote openness and transparency, there is a public interest in knowing the contents of documents listed as part of a previous request for information.</td>
<td>Whilst the MOD has confirmed and provided documentation relating to the potential withdrawal of UK citizens from Saudi Arabia.</td>
<td>Section 40 (3) of the Act and its supporting DPA 98 principles apply to this request. Maintaining the integrity of this information would protect the individual as the requester would not be able to identify them.</td>
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<td>The release of “personal data” would mean a living individual could be identified.</td>
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Section 43 (2) – Information is exempt information if its disclosure under this Act would, or would be likely to, prejudice the commercial interests of any person (including the public authority holding it).

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<td>The Act makes a presumption towards disclosure wherever possible.</td>
<td>The MOD has confirmed that it holds documents recording discussions with BAE Systems relevant to the evacuation plans of the UK Ministry of Defence Saudi Armed Forces Projects (MODSAP). The release of the details of these discussions or the evacuation plans would clearly endanger the safety of those affected by the plan should it ever be exercised. These documents also contain information on BAE Systems contracts with a third-party and its standard pricing structure. Release of this information would prejudice the company's commercial interests.</td>
<td>Section 43 (2) The disclosure of this information would damage the commercial interests of the BAE Systems in circumstances which outweigh the general public interest for disclosure.</td>
</tr>
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RESTRICTED
From: [REDACTED]
Sent: 19 March 2011 14:21
To: [REDACTED]
Cc: [REDACTED]
Subject: Contingency Planning - Evacuation of Personnel

We spoke briefly this morning with reference to BAE Systems plan for the evacuation of their staff in the event of an emergency. I had a meeting with [REDACTED] last Wednesday and he advised that they have an in-place contract with [REDACTED].

It is envisaged that BAE Systems and MODSAP Team Members would remain within KSA until UKG decided it appropriate for all to leave.

Given that [REDACTED] contract is based on [REDACTED], they are happy for us to 'piggyback' onto their system but inevitably there will be a cost. He suggested that we should speak to BAES Commercial which I believe is where you come into the frame. I attach a list of the current numbers of personnel we have in KSA by location.

Could you keep me in the loop, as we will need to incorporate evacuation planning into the Contingency Plan.

Many thanks

[REDACTED]

UKMOD Team, Riyadh

Direct: [REDACTED]
Mobile: [REDACTED]
Fax: [REDACTED]
E-mail: [REDACTED]
Good Afternoon

As part of a periodic refresh of the MODSAP Contingency Plan our Support Team is reviewing the possible options for the evacuation of team members and dependants in the event of an emergency. has been comparing notes with and was advised that as part of BAES' own Contingency Planning a contract has been let, at short notice, for the movement of dependants and employees back to the UK. indicated that it may be possible for MOSDAP to 'piggyback' onto this arrangement – at a cost.

I'd be interested in learning a bit more about the BAES approach and would like to understand whether some form of joint arrangement is possible and, if so, what a ROM cost would be. This would help the Support Team develop options for consideration by our senior management. For your info our KSA team is approx 95 strong plus roughly another We can provide more detail on this if a joint arrangement is a runner.

Can we get together with and discuss further please? How are you fixed this week?

Regards,

UKMOD Team, Riyadh
Good Afternoon.

I met with [redacted] this morning to gather some more information about the contingency plans BAES have in place should an emergency air evacuation from KSA ever become necessary.

The following is a summary of the salient points provided by BAES:

- [redacted] indicated that he would be happy for MOSDAP to bolt-on to this arrangement by paying an appropriate portion of the annual fee, which [redacted] is investigating. Should MODSAP decide to proceed with this option further meetings would be required to share info and clarify the procedures.

- [redacted] also mentioned that they are planning some Incident and Emergency Training at the end of May/early June and asked if MODSAP would like to learn more or even be involved (hence the [redacted]).

Once [redacted] comes back with an idea of cost I will let you know, in the mean time I hope the above info gives you something to work on.

Regards

[redacted] UKMOD Team, Riyadh

[redacted] Direct:
[redacted] Mobile:
[redacted] Fax:
[redacted] E-mail:
Good morning,

I've spoken to [redacted] and whilst there is no additional cost to include the UKMOD, it's only fair that you contribute towards both the Annual Management Fee (AMF) and of course the Evacuation Costs (EC's), should the need arise.

The UKMOD contribution to the AMF is [redacted].

<table>
<thead>
<tr>
<th>AMF per annum</th>
<th>Total headcount</th>
<th>Cost per head</th>
<th>UKMOD headcount</th>
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</table>

The UKMOD contribution to the EC's will be based upon the same principle as and when there is an evacuation and costs are incurred.

Should you wish to proceed on this basis, please let me know.

Regards,

[Redacted]

BAE Systems

Kingdom of Saudi Arabia

[Redacted]
Good Morning

At our meeting at Shaheen on 10 Aug we agreed that MODSAP would seek to bolt-on to [redacted]. In order to do so you agreed to provide us with a [redacted] and to firm-up your earlier estimate of the annual charge that would be applicable. You also mentioned that the latest issue of the Plan would be available after Ramadan. Do you have this information to hand yet?

Upon receipt of a copy of the Plan and confirmation of the annual charge MODSAP will be able to proceed. I think I commented at the meeting that, rather like [redacted] we receive, there will be no need for a formal MODSAP contract as such, but rather a simple exchange of letters capturing the agreement and the payment method.

Let me know how things are going please, as we are keen to put this one to bed.

Regards,

[Redacted]

UKMOD Team, Riyadh

[Redacted]
From: [Redacted]
Sent: 27 November 2011 08:55
To: [Redacted]
Cc: [Redacted]
Subject: Release-authorised: FW: Revised BAE Systems Saudi Arabia Evacuation Plan

Hello,

Many thanks for the attached however, is it possible to get a copy of the document in its entirety including Annexes B-E inclusive, so that MoDSAP can align accordingly.

Regards

[Redacted]

Fax: [Redacted] Email: [Redacted] Office: [Redacted]

Please note that Riyadh is +3hrs GMT and our working week is Sat-Weds 0730-1530hrs

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From: [Redacted]
Sent: 27 November 2011 08:36
To: [Redacted]
Subject: FW: Revised BAE Systems Saudi Arabia Evacuation Plan

I see from the distribution that you have a copy of this; could you speak with Tim and see if you can get copies of Annex B to E, to enable us to put together our plan in line with theirs. Are you available this afternoon to discuss?

UKMOD Team, Riyadh [Redacted] Saudi Arabia

Direct: [Redacted] (Office)
Mobile: [Redacted]
Fax: [Redacted]
E-mail: [Redacted]
Good Morning Gents,

I may be able to shed some light on this. I was the Commercial rep on the CAG at the time (2011) and was involved in meetings with and the PC to establish whether MODSAP could bolt on to the PC's existing Evacuation Plan. The PC were very open to the idea and having reviewed our file the sitrep as of Nov 2011 was:

For an annual MODSAP could join the PC's scheme. This fee was calculated as a proportion of the annual fee that the PC pay.

Actual Costs:

The annual fee excludes any actual costs. In the event of an evacuation these would be charged on 'actuals'. The PC had no costings for that, which surprised me at the time, but their response was that

Formalising the Agreement:

I established with the PC that no formal contract would be required but that, rather like our use of their arrangement, the details of the agreement and payment method would be captured in an exchange of letters between our respective Commercial teams, to be supported by a SREF from the Support Team.

Details of the PC's Evacuation Plan:

The PC provided their Evacuation Plan in Nov 11. were to review the document and were considering taking part of the scheme and thereafter using for reception processing and onward dispersal. The PC preferred that we keep things simple and . All personnel, regardless of employer would be processed and treated in the same manner.

I think that's it as I recall it. Copies of relevant emails and a copy of the PC's Evacuation Plan are on Contracts file CBSAP/35 Part A if you need to check anything further. Based on the above my understanding is that MODSAP has yet to decide whether to join the PC's scheme in toto or still seek to take only a part of it. No doubt the Fee will have crept up a bit.

Regards,

I MOD Saudi Armed Forces Projects I
I Civilian Telephone I Mobile
Thank you for your time this morning. As discussed if you could give me an update of the main characters who would be dealing with this issue (in case our requirement guy wants to discuss the plan), a copy of the latest version of the agreement and what steps you would like us to undertake to 'officially' (as stated we have the cover) form part of this agreement, on the understanding I get agreement from my requirements team.

To give you a steer the personnel involved in the last discussions (March 2011) on the PC side were:

If you could get back to me with a way forward ASAP I would be very grateful as this issue has become of great interest to our new Director.

Thanks again,
Subject: 20130313 - Business Contingency Plan -

Dear [Name],

Thank you for the email. I have organised a meeting to review the current contract and associated documentation we hold on Monday as well as review the business's requirements. The current agreement we have expires [Date]. Once this review has taken place I will be able to advise the route to take and what we can officially do in regards to supporting UKMOD.

FYI The current BAE key stakeholders for this contract are [stakeholders]

Regards

[Name]

BAE Systems Saudi Arabia

Tel / Mob: [Contact Information]
From: [Redacted]
Sent: 26 March 2013 07:53
To: [Redacted]
Cc: [Redacted]
Subject: 20130326 - Update Business Contingency Plan - UKMOD Cover

Dear [Redacted],

Further to my email below and the BAE Systems internal meeting on the 19th March, I can advise the following as a status update:

- **Background** - to facilitate the evacuation of BAE nominated personnel and dependents (which includes provision for a number of UKMOD personnel & dependents) according to BAE Systems Evacuation Plan. [Redacted] is reviewing the [Redacted] required / currently being provided from [Redacted]. I will incorporate the results of this review into formal agreement [Redacted]. It is also to confirm the number of UKMOD personnel and dependents covered by [Redacted] arrangement and if any parameters apply. A further review and update of the [Redacted] is taking place including taking into account UKMOD personnel.

I shall keep you informed as to progress and will promulgate further details in due course, please don't hesitate to contact me should you have any questions.

Kind Regards

[Redacted]

BAE Systems Saudi Arabia

[Redacted]

Tel / Mob: [Redacted]
Further to comments below; I thought I would give you a quick update concerning the commercial side of things.

I approached the PC Commercial guys (13 March) concerning the BCP plan as the PC calls it. It seems as stated below this requirement was discussed right up to a point and then went away to review the final document, and decide if they were happy to agree to bolt onto the PC final plan or request additional 'onward dispersal' on arrival back into the UK.

I can confirm that the UKMOD Requirements team never provided the PC with a final answer to the question and so officially i.e. in writing we did not form part of the PC evacuation plan.

When I spoke with the PC Commercial guys they informed me that they were holding a meeting to review the current PC associated documentation and the full business requirement. This meeting took place on the 19th March 2013. The main BAE Key was:

From this meeting it was agreed that will review the Statement of Requirement concerning the actual services required and what is currently being provided from which I believe is an emergency was also tasked to confirm the numbers of MODSAP personnel and dependents to be covered by this agreement (I believe). I believe was asked to provide all this information by today. Once he has provided this information the PC will refresh and enter into a formal agreement.

Once the Plan has been 'refreshed' you will need to review the new Evacuation Plan and if you are content for MODSAP to enter into this agreement then let Commercial know in writing (SREF or BC) and we will then formally enter into discussions with the PC.

I believe that you have had assurances from the Heads of PC Business Continuity and Incident Management and Head of Security that was needed to be put into practice today MODSAP could, the Commercial team have also agreed that to be there understanding. But to round the circles the UKMOD Team will need this agreed in writing ASAP.

Hope this helps.

Regards,

[Signature]
As discussed, please arrange for the following text to be uploaded on the intranet with a link to the CP. Please feel free to add any text that you see fit.

The MODSAP KSA Contingency Plan (CP) sets out the responsive measures and Alert States to be adopted in the event of any incident or crisis in KSA affecting the safety and security of MODSAP personnel and/or the ability to conduct MODSAP business. The CP is a framework document that covers actions in the possible lead-up to and aftermath of an emergency and for a period of up to several weeks following, but it does not deal fully with the crisis itself; this will be context-specific and actions will be developed and directed by the Contingency Action Group.

The CP has recently been updated to reflect changes in posts and work is ongoing with BAE Systems to formalise arrangements regarding MODSAP. BAE Systems have the lead on this and when complete (end Apr 13) it will be included in our CP. Further work is ongoing to refine aspects of the CP and it will be updated on a regular basis. In May 13, BAE Systems will be conducting a Desktop Exercise of their Evacuation Plan and MODSAP will be involved in an 'observing capacity' – later in the year, there will be a no-notice exercise where we will play a full part.

It is important that you familiarise yourself with the CP and if you have any observations, please direct them to [redacted].

Thanks

[redacted]
Date: 29 April 2013

United Kingdom Ministry of Defence (UKMOD)
Saudi Armed Forces Project
Kingdom of Saudi Arabia

For the Attention of

Dear [Name]

UKMOD OPTION FOR INCLUSION IN BAE SYSTEMS SAUDI ARABIA EVACUATION PLAN

Your Reference: a) Email of 13 March 2013 09:43

Further to our meeting and discussion of the 28 April 2013 and your email in reference A, should you wish to have visibility of this plan then an approach should be made to the document owner.

I would like to point out that should this plan be invoked and UKMOD choose to participate in the services it provides, then all costs associated with providing UKMOD personnel and dependents the benefits there-of, will be back-charged to UKMOD at.

Please don't hesitate to contact me should you have any further questions on the matter.

Yours sincerely,
For BAE Systems Saudi Arabia

Cc: [Name]

BAE Systems Saudi Arabia Ltd
Telephone
Licence No 1012195906
DC No 144004
Registered in Saudi Arabia
A BAE Systems plc group company
Further to my earlier email (copied below), I have received a letter for the Commercial Letter in which he states that provisions have been made within the PC 'Evacuation Plan' for the inclusion of up to 1,000 UKMOD personnel and dependents. This gave me a good brief of how the team came to requesting this figure so I am aware of the reasons behind that figure.

He has stated to me that MODSAP will not be charging for inclusion within the plan. So as this is a free of charge offer at the front end I have no commercial concerns about us being part of this plan, but would just like confirmation to dot the i's and cross the t's that you as the requirements officer has had sight of and is content with the PC Evacuation Plan?

As discussed last week, what is Finance's position concerning the fact that although MODSAP will not be charging us for joining the Evacuation plan, we will be expected to pay a pro-rata cost per person if this plan should ever be evoked?

Unfortunately we were unable to give me a cost given that if required the price will be based on the day it would be used and only used at a time of great crisis, so are you content that the team should join this plan to ensure evacuation even if we are unaware of how much it could cost if ever used?

Happy to clarify any concerns you both may have.

Regards,
Many thanks for your note and I am delighted that you have formalised this arrangement. I understand that BAE are revising their EP and we should get sight of it in the next couple of weeks. As you would expect, we have been working closely with BAE and I am confident it will be suitable. That said, I will let you know as soon as I am content with EP in relation to our requirements.

Once again, many thanks for your work on this.
From: [Name]
Sent: 24 October 2013 16:56
To: [Recipient]
Subject: 20131023-Draft Agenda for KSA Contingency Meeting 29/10

Dear all,

I attach the Agenda I have agreed with [Name] for our Contingency Planning visit to [Location] on Tuesday 29 October 2013.

Can you please find out from BAE Systems [Name]. There may be a preferred one but I guess [Name].

Regards

[Name] | MOD Saudi Armed Forces Projects | [Name] | Military
Telephone: [Number] | Civilian Telephone: [Number]