CHAPTER 73

ENGINEERING SUBMARINE (ESM) ACCELERATED SCHEMES

(Sponsor: NAVY PEOPLE-WFPM ESM1 ATA)

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CHAPTER 73

ESM ACCELERATED SCHEMES

7301. Engineering Submarine Fast Track ET(ESM) to LET(ESM) Scheme

a. Workforce sustainability within the Engineering Technician (ET) branch structure requires the ability for individuals to progress through their early careers at a rate appropriate to their abilities. The Fast Track (FT) scheme fulfils this function, delivering the joint benefits of quicker delivery to Leading Hand and Petty Officer (Para 7302) of suitable individuals and recognition that these individuals have the ability to progress to demanding employment more quickly. The FT schemes are open ET(MESM)s and ET(WESM)s.

b. **Selection.** Selection for the ET to LET FT scheme will take place towards the end of the MESM or WESM ET specialist training pipeline. Suitable candidates will be identified either by course managers or as volunteers, this will normally be in the form of a FT Recommend during ETICC. Exceptionally, candidates may be selected from sea following a recommendation from their Head of Department (MEO / WEO).

Table 73-1. Key Selection Criteria Engineering Submarine Service

Engineering Submarine Service (MESM and WESM(TWS/SWS/CIS))	
Key Selection Criteria	**Applicability**
1. Educational Qualifications - GCSE Grade A* - C, (9 – 4 for summer examinations 2017 onwards), Functional Skills Level 2 or equivalent qualifications in English Language and mathematics. 2. Above average score or training school equivalent during Phase 2 module assessments, without failure of any module. Averages below 90% will not be considered. 3. Potential for Command, Leadership and Management in the next higher rate. 4. Recommended from Phase 2 Training to be a FT to LET.5. Passed Fast Track Selection Board.	All ET2s who are identified or volunteer for FT during Phase 2 Training or identified at sea.

(1) **Selection During Specialist Training.** As required by the ATA(SM), Fast Track Selection Boards (FTSB) will take place whilst candidates are conducting their ET(WESM) or ET(MESM) training pipeline. Selection boards for ET(MESM)s will normally be towards the end ETICC at the Defence School of Marine Engineering (DSMarE); selection boards for ET(WESM)s will normally be undertaken during the last part of the ET training pipeline as detailed below:

(a) For TWS/CIS: FTSBs will take place during SMQ Course.

(b) For SWS: FTSBs will take place during TTF ET Course.

(2) **Selection from Sea.** Divisional Officers who believe they have a candidate suitable for selection should contact the ATA(SM) at the earliest opportunity. Candidates will require an SJAR (annual or special circumstances) stating the reasons for their suitability for the FT Scheme and LET Training; this must have full endorsement from the platform MEO / WEO. Once received this report will be presented to the next FTSB and the ATA(SM) will arrange a discussion with the candidate and a decision on suitability for the ET-LET FT Scheme will be made. Candidates from sea will then be aligned against other FT candidates and a final decision on acceptance on to the scheme made by the ATA(SM).

(3) **Direct Entry Fast Track.** From January 2025 Direct Entry Fast Track (DEFT) has been introduced across all Engineering branches as a recruitment trial. Suitable recruits will follow the same career route as ET(ESM) personnel who are selected for the in-service FT scheme including the warning and failure policy. Removal from the DEFT scheme will result in reversion to selective promotion and pay scales as per ET (OR2) Engineering Profession seniority.

c. **Due Date and Eligibility for LETQC.** Individuals on the FT scheme will be subject to non-selective promotion. Whilst on a non-selective promotion scheme ratings are not presented to Select, Train, Promote selection boards.

(1) **Selection During Specialist Training.** Candidates selected during specialist training will be awarded the JPA competency 'SM|Fast Track ET|Navy' at the end of their ET training pipeline, a candidates Due Date will be 24 months from this point. Fast Track ratings will be assigned to a platform for a 12 - 18-month period before being expected to be ready to proceed to LETQC.

(2) **Selection from Sea.** Candidates from sea will be awarded the JPA competency 'SM|Fast Track ET|Navy' upon selection on to the FT scheme, candidates Due Date will be 24 months from this point. Individuals will remain on their platform and expect to proceed to LETQC in approximately 6-9 months, noting that they would have already spent a period of time onboard prior to selection.

(3) **Direct Entry Fast Track.** Due date for advancement to ALET will be 24 months from Gains to Trained Strength (GTS) point. At GTS an additional branch specific FT competency will be added and managed by the ATA(SM), this marks the start of the FT period. Advancement will occur 24 months from this point subject to all other advancement criteria. GTS point for ET(SM) personnel is defined as completion of the Phase 2 training pipeline.

(4) **Requirements prior to LETQC.** During their time onboard, and prior to becoming eligible to proceed to LETQC, ET to LET FT ratings are to complete the following:

(a) FT Task Book – Annex 73D (MESM) or Annex 73E (WESM).

(b) Receive MEO / WEO Recommend in FT Taskbook.

(c) Achieve RPS for ET1.

(d) All ESM ETs are expected to complete the Level 2 Apprenticeship Portfolio and Apprenticeship End Point Assessment prior to LETQC.

d. **Fast Track Selection Board.**

(1) WESM & MESM Fast Track Selection Boards (FTSB) will consist of a minimum of two members and must have a minimum of a Lt / Warrant Officer as the Chair. The other member must be a minimum of Petty Officer ESM.

(2) The FTSB interview will seek to establish a candidate's ability, commitment, and suitability for the Fast Track Scheme. Candidates will be questioned on aspects of their training to date and previous experience to determine suitability based on maturity, communication skills, effective intelligence, potential for further training and leadership responsibility.

(3) The FTSB will be based on the criteria laid down in Annex 73B.

(4) **Successful Candidates.** Successful candidates will be informed by the FTSB Chair or the ATA(SM), this may be a later date and not necessarily at the end of the FTSB. JPA competency (SM|Fast Track ET|Navy|) and associated Due Date will be awarded as detailed in Para 7301c. A Selection Notification detailing Fast Track selections will be produced by the ATA(SM) and uploaded on to the RN Workforce Appraisals website. Individuals are responsible for checking the competency is entered into JPA. FTSB selection records will be held by the ATA SM for 3 Years. Those accepted on to the FT Scheme are required to complete Annex 73A Part A - Certificate of Understanding and return this to the ATA(SM).

e. **Transfer to Fast Track - Minimum Assignment Notice.** The FT scheme accelerates individuals through the advancement system and may require shorter than the minimum assignment notice[1]. All individuals on the FT scheme will be required to volunteer to waive their minimum assigning notice period for courses and employment associated with their advancement. Successful candidates will acknowledge this when they sign the Part A of the Certificate of Understanding, accepting the terms of service of FT scheme, including waiving their rights to promotion under the selective promotion route. Should an individual be removed from the FT scheme then Part B of the Certificate of Understanding will be used in transferring individuals back onto the standard selective promotion route and the normal assignment notice period. The Certificate of Understanding can be found at Annex 73A, signed copies will be retained by both the ATA(SM) and the individual.

[1] Detailed in BRd 3(1) Ch 59 Para 5943c.

f. **Career Management.**

(1) Once selected for Fast Track candidates will be managed by the ATA(SM) and can be expected to be booked on to LETQC approximately 12 - 18 months from joining the platform for their first sea assignment, for those selected from sea this will be approximately 6-9 months. The ATA(SM) will consult with the individual's Departmental Coordinator to monitor progress and agree a suitable start date. Suggested timelines are subject to operational availability of personnel. ATA(SM) will ensure that individuals are assigned to LETQC at an appropriate time, noting the requirements of the Fast Track scheme.

(2) Upon selection to the ESM ET FT scheme, ETs are awarded a Due Date of 24 Months from award of the Fast Track competency. Providing promotion criteria is met, ETs on both the MESM and WESM FT scheme may be advanced to Acting LET on commencement of LETQC (see 6802c), if they are at, or have passed, their Due Date. This is subject to approval by the Accelerated Technician Authority Submarine (ATA(SM)) who will authorise the PAR once all criteria have been met. The acting higher rate may be removed or relinquished for professional, disciplinary or commitment (attitude / preparation) failings. Ratings will be advanced to substantive LET upon successful completion of their full LET training pipeline, including NPSC for MESMs and all specialist equipment courses for WESMs (notes 1, 2 & 3).

(3) ESM FT rating's careers will be managed by NAVY People-WFPT-ATA ESM, in conjunction with their Career Manager, for the period that they remain on a FT scheme.

g. **Streaming.** ET(WESM) TWS ratings will be streamed (Weapons / Sensors) by the WESM Career Manager (CM) prior to or during LETQC. ET(MESM)s will be streamed Mechanical or Electrical by DSMarE course staff, in conjunction with the CM during LETQC. Individuals are to ensure their preference is annotated on JPA.

h. **Professional Development.**

(1) The professional development of MESMs and WESMs will differ due to the nature of the training required. Prior to attending LETQC Fast Track Ratings are to meet the requirements of Para 7301j.

(2) Should the platform training requirements be completed early there is an opportunity for the FT Ratings to be assigned to the SubFlot Engineering Support Group (ESG) to attain the remaining Level 2 Apprenticeship elements. The movement of these ratings will be at the discretion of the Accelerated Technician Authority Submarines (ATA(SM)) in consultation with the platform Workforce & Planning Coordinators, the ESG and Career Managers. In some cases, where a seagoing platform is available in Devonport, the same mechanism will be utilised, but the Submarine Support Group will offer the equivalent support to the ESG.

i. **SJAR Reporting Requirements.** Annual SJARs remain a mandatory requirement for all FT individuals and should comment on their current performance, CLM, employment and training achievements. Within the SJAR, Reporting Officers should report whether an individual continues to maintain a recommendation for the FT scheme and, if appropriate, the individual's potential for the next FT stage. The SJAR must contain evidence to support any FT recommendations.

j. **Advancement Criteria.**

(1) Advancement from ET2 to ET1 will be iaw Table 73-2 (MESM) and 73-5 (WESM). Individuals must have met the criteria and have been advanced to ET1 prior to attending LETQC.

(2) Advancement from ET1 to Acting LET will be iaw Table 73-3 (MESM) and 73-6 (WESM).

(3) Advancement to Substantive LET will be iaw Table 73-4 (MESM) and 73-7 (WESM).

k. **Failure to Complete Professional and/or Leadership Course.** If the individual fails to complete QC and/or LRLC before the due date, or within 12 months of the due date because of Service reasons (out with own control) or non-service reasons (within own control) then BRd 3(1) Para 6802 will apply. There may be occasions where a FT individual is at their due date for advancement but has not completed their QC so will not meet the advancement criteria. In consultation with the ATA(SM), an application for the Acting Higher Rate (AHR) will be considered against the 'Inability to Satisfy Criteria for Advancement' - see BRd 3(1) Para 6802 and Para 6803.

l. **Fast Track Failure Policy and De-Selection from Scheme.** FT ratings may be removed from the scheme at any time. Where necessary the warning proforma at Annex 73F is to be used. If removed from the scheme individuals will lose the right to any associated advancement and career progression will be in accordance with Para 7412 (MESM) and Para 7509 WESM). Non-selective promotion will cease, and promotion will be by selection only. FT candidates that fail to meet the criteria below, or successfully complete the qualifying courses, will lose their FT status, remain on, or return to, a platform as an ET1/ET2. Future promotion will be by the normal selection process. Ratings may be removed from the Fast Track scheme under the following circumstances:

(1) FT recommendation is withdrawn by the Commanding Officer or Head of Department.

(2) FT candidate fails to progress as expected (in general this would be where a rating fails / is failing to complete Fast Track Taskbook and achieve MEO / WEO’s recommendation within 18 months of joining platform). The warning proforma at Annex 73F is to be used.

(3) FT candidate fails to meet the standard expected of a potential LET.

(4) FT candidate requests to be removed from the FT Scheme.

(5) FT candidate fails to successfully complete LET training pipeline.

(6) FT candidate submits application for Early Termination.

m. Once the ATA(SM) are informed of an individual who is not performing at the standard required they will consult with the individuals DepCO to determine the appropriate course of action. The FT Progress Warning Proforma at Annex 73F should be used. Liaison between the employing unit and ATA(SM) should be started at the earliest opportunity.

n. Removal from the FT Scheme should not be interpreted as professional inadequacy since there may be many reasons why an individual is not able to sustain the required progress against the perceived potential assessed in the Training School. Removal from FT will lead to individuals returning to the Select, Train and Promote pipeline.

o. Where ratings are removed from the Fast Track scheme Annex 73A Part B will be completed by the individual and the ATA(SM); the candidate is then formally removed from the scheme. ATA(SM) will end-date the FT competency and inform the Career Manager.

p. **Fast Track Progress Warnings.** The process for warning an individual of removal from the FT Scheme, is discrete from the RN's standard formal warning routine for ratings on the trained strength since it relates solely to either:

(1) Failure to meet required training timelines for FT advancement.

(2) Failure to retain Command recommendation for advancement on the scheme.

q. Due to the compressed timescales necessitated by this scheme, the duration between warning review and possible escalation is equally compressed to typically no more than one month and comprises two tiers: Level 1 - DO's Warning and Level 2 - HOD's Warning. In all cases, units are recommended to consult with the ATA(SM) to ensure fleet-wide consistency for management of training risk within the scheme. Should an individual move assignment whilst on FT warning the despatching unit is to write to the new unit to hand over the warning.

r. Recognising the need for timely action within this scheme, the FT Warnings process does not require supporting appraisal reports, instead the proforma at BRd 3(1) Annex 73F is to be used.

ET to LET FAST TRACK ET(MESM) PROMOTION FLOWCHART

Table 73-2 - FAST TRACK ET(MESM)2 to ET(MESM)1 Requirements

Requirement	Competence	Proficiency Level	Notes
Selected for the Fast Track Scheme.	SM|Fast Track ET|Navy|		
Completed Phase 2 Career Course (ETICC).	ME|Engineering Technician (MESM) Initial Career (ME175)|Navy|	Pass	
BSQ qualified	SM|Submarine Service|Navy|	Pass	
At least 6 months since last Career Check (if any) on date due advancement.			
Completed Task Book for ET(MESM)2 (MEMOC A and B).	Professional|Achieved MEMOC(SM) (Parts A and B) (DQ50)|Navy|'		5
Qualified MMSWK and SDWK or SCCWK and DFTWK	Professional|SM Main Machinery Space Watchkeeper (Cat D)|Navy **and** Professional|SM Shut Down Watchkeeper|Navy **or** Professional|SM Control Console Watchkeeper (Cat D)|Navy **and** Professional|SM Shut Down Duty Forward Technical Watchkeeper|Navy	Achieved	6
Recommended for advancement to ET(MESM)1 by HoD.			

Advanced to ET(MESM)1

Table 73-3 - Advancement to Acting LET(MESM)[2]

Requirement	Competence	Proficiency Level	Notes
Completed FT Taskbook at Ch 73 Annex 73D.			
Qualified MMSWK, SDWK, SCCWK and DFTWK	Professional|SM Main Machinery Space Watchkeeper (Cat D)|Navy **and** Professional|SM Shut Down Watchkeeper|Navy **and** Professional|SM Control Console Watchkeeper (Cat D)|Navy **and** Professional|SM Shut Down Duty Forward Technical Watchkeeper|Navy	Achieved	6
MEMOC C complete	Professional|Achieved MEMOC (Full) (DD44)|Navy	Achieved	7
Awarded RPS for ET1	Professional|OPS for ET(MESM)|Navy|		8
To be educationally qualified for promotion (EFP) iaw Para 9614.	Educational|RN/RM English Level 1|Navy **or** Educational|RN/RM English Level 2|Navy **or** Educational|RN/RM English Proxy A*- C|Navy|Navy| **and** Educational|RN/RM Mathematics Proxy A*- C|Navy| **or** Educational|RN/RM Mathematics Level 1|Navy **or** Educational|RN/RM Mathematics Level 2|Navy	As achieved	
Recommended for advancement to LET by HoD.			
At or passed ET-LET Fast Track Due Date (JPA FT Competence date plus 2 years)	SM|Fast Track ET|Navy|		
Commenced LET(MESM)QC – ME176.			

Advanced to Acting LET(MESM)

[2] Where eligible and iaw Detailed in BRd 3(1) Ch 68 Para 6802

Table 73-4 - Advancement to Substantive LET(MESM)

Requirement	Competence	Proficiency Level	Notes
Completed Leading Rates' Leadership Course (LRLC) .	'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy	Pass	4
Completed LET(MESM)QC.	'ME|LET(MESM) Career (ME176)|Navy|'	Pass	2,4
Completed NPSC.	NPSC(V)- Nuclear Propulsion Systems Course (V Class) (ME301V) **or** NPSC(A)- Nuclear Propulsion Systems Course (A Class) (ME301A)	Pass	2,4
At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).			

Advanced to LET(MESM)

Thereafter promotion will be in accordance with ET(MESM) regulations at Para 7412.

ET to LET FAST TRACK ET(WESM) (TWS)(SWS)(CIS) FLOWCHART

Table 73-5 - FAST TRACK ET(WESM)2 to ET(WESM)1 Requirements

Requirement	Competence	Proficiency Level	Notes
Selected for the Fast Track Scheme.	SM|Fast Track ET|Navy|		
Completed Phase 2 ET(WESM) Career Course. On completion ratings issued ET(WESM) Taskbook.	'WE|ET(WE)/ET(WESM) Career (WE 107)|Navy|'	Pass	
Completed Part 2B ET(WESM) Career Course.	SM|ET(WESM)(TWS) Career (UW441AJN)|Navy| **or** SM|ET(WESM)(CIS) Career (UP172QJN)|Navy| **or** SM|(SW101) SWS MCCTECH|Navy|	Pass	
BSQ qualified	SM|Submarine Service|Navy|	Pass	
At least 6 months since last Career Check (if any) on date due advancement.			
Completed Taskbook Section 2A (including ET 2 Safety Check Assessment).		Pass	
Recommended for advancement to ET(WESM)1 by HoD.			

Advanced to ET(WESM)1

Table 73-6 - Advancement to Acting LET(WESM)[3]

Requirement	Competence	Proficiency Level	Notes
Completed FT Taskbook at Chap 73 Annex 73E.			
Awarded RPS for ET1.	'Professional|OPS for ET (WESM)|Navy'.		
To be educationally qualified for promotion (EFP) iaw Para 9614.	Educational|RN/RM English Level 1|Navy **or** Educational|RN/RM English Level 2|Navy **or** Educational|RN/RM English Proxy A*- C|Navy|Navy| **and** Educational|RN/RM Mathematics Proxy A*- C|Navy| **or** Educational|RN/RM Mathematics Level 1|Navy **or** Educational|RN/RM Mathematics Level 2|Navy	As achieved	
Recommended for advancement to LET by HoD			
At or passed ET-LET Fast Track Due Date (JPA FT Competence date plus 2 years)	SM|Fast Track ET|Navy|		
Commenced LET(WESM)QC – WE214X			

Advanced to Acting LET(WESM)

[3] Where eligible and iaw Detailed in BRd 3(1) Ch 68 Para 6802.

Table 73-7 - Advancement to Substantive LET(WESM)

Requirement	Competence	Proficiency Level	Notes
Completed Leading Rates' Leadership Course (LRLC).	'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy	Pass	4
Completed LET(WESM)QC.	'WE|LET(WESM) Career Course(WE214)|Navy|'	Pass	1,3,4
Completed Post LETQC Specialist training at RNSMS / ATF / TTF.			1,4
At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).			

Advanced to LET (WESM)

Thereafter promotion will be in accordance with ET(WESM) regulations at Para 7509.

Notes:

1. *WESMs on the ET-LET Fast Track scheme will be advanced to Substantive LET on completion of LETQC, TWS/CIS training package at RNSMS / ATF or SWS on completion of LET Supervisor Course at TTF.*

2. *MESMs on the ET-LET Fast Track scheme will be advanced to Substantive LET on successful completion of LETQC and NPSC.*

3. *For ratings on the ET-LET Fast Track scheme LETQC pipeline includes NPSC for MESM and TWS, CIS, SWS career courses for WESM.*

4. *Failure to Complete Professional and/or Leadership Course. Refer to BR3 6803 for rules on the impact on a rating's advancement if rating fails to complete QC and/or LRLC/SRLC before the due date by time or within 12 months of the due date as a result of Service reasons (out with own control) or non-service reasons (within own control).*

5. *The ET(MESM) Task Book (MEMOC) will be issued on completion of Part 2 training (ET(MESM) career course).*

6. *Ratings on the MESM ET-LET Fast Track scheme must fully qualify in all Cat D positions. Every effort by line management should be made to provide a balance of experience in both Fwd and Aft roles.*

7. *It is accepted that due to programme and time constraints not every element of the MEMOC C tasks may be achieved. The MEO must ensure that best endeavours have been made and every opportunity to achieve training is taken. Annex 73D refers.*

8. *RPS is to be conducted once qualified in all positions. Whilst the RPS is not coupled to the L2 EPA, both must be completed prior to commencing LETQC.*

7302. Engineering Submarine Fast Track LET(ESM) to POET(ESM) Scheme

a. **Background.** The Engineering Submarines (ESM) Fast Track (FT) and Accelerated Apprentice (AA) schemes (AA) already offer an accelerated career path to LET. There remains a requirement to continue accelerating a portion of LETs in a shorter period to meet the ESM POET requirement. To enable the best candidates the opportunity to apply, all ESM LETs will be eligible for the LET – POET Fast Track scheme, regardless of their previous career path. This includes Select Train Promote (STP), ET-LET Fast Track & those on the AA(SM) scheme. Candidates will follow an accelerated pipeline from LET to POET, serving approximately 18 months in a sea role as an LET. Personnel will be managed by the ATA(SM).

b. **Career Details and Extraction Points.** Individuals on the scheme will be subject to non-selective promotion to PO through time and qualification, based on an advancement 'Due Date' calculated from when an individual joined the scheme. A selection process will be conducted prior to an individual being accepted for entry onto the scheme, this is detailed in the paragraphs below. Any ESM LET who demonstrates the necessary academic ability, technical understanding, and appropriate leadership skills to support an accelerated route to Petty Officer will be considered. The selection opportunity will be during Phase 3 Training[4] and any subsequent specialist courses[5]. A Sea Recommend will also be acceptable which will be considered alongside performance during LET training. An ET/LET selected in Phase 3 Training (LETQC or subsequent specialist training) will retain their seniority date as an LET, with a Due Date for advancement to POET of 24 months from their Fast Track Start Date; this will be recorded as the JPA competency 'Professional|Fast Track POET|Navy|'.

c. **Selection Criteria.** Selection onto the LET to POET FT scheme will be merit based, supported by the individual's ability to complete the academic elements successfully, while demonstrating the leadership skills and potential required to be an effective POET. The pre-selection process will be co-ordinated by the Accelerated Technician Authority SM (ATA(SM)) and will seek to establish a candidate's qualifications, technical ability, potential and suitability for FT. To determine suitability, the process will review an individual's training, academic progress, and experience, as well as their aspirations, maturity, communication skills, engineering acumen and their potential to cope with the training and employment necessary in the FT scheme's compressed timescale. Candidates who are deemed suitable will then be presented to the FT Selection Boards (FTSB) conducted at least termly, which will select individuals for the FT scheme.

Table 73-8 - Selection Criteria LET – POET ESM FT Scheme

MESM and WESM(TWS/SWS/CIS)		
Selection Point	**Selection Criteria**	**Applicability**
LETQC / Post LETQC Specialist Courses or At Sea post LETQC	1. Educational Qualifications - GCSE Grade A* - C, (9 – 4 for summer examinations 2017 onwards), Functional Skills Level 2 or equivalent qualifications in English Language and mathematics.[6] 2. Recommended from Phase 3 Training, or from Sea. 3. Potential for Command, Leadership and Management as a Petty Officer. 4. Passed Selection Assessment with Divisional Officer.	All those on, or have completed, LETQC (MESM or WESM).

[4] Leading Engineering Technician Qualifying Course (LETQC) for WESM and Nuclear Propulsion Systems Course (NPSC) for MESM
[5] LET courses at RNSMS, TTF, ACTS or DSMarE.
[6] See BRd 3(1) Ch96 Para 9614.

d. **Selection.** Selection for the LET to POET FT scheme will take place towards the end of the MESM or WESM LET specialist training pipeline. Suitable candidates will be identified either by course managers or as volunteers. Exceptionally, candidates may be selected from sea following a recommendation from their Head of Department.

(1) **Selection During Training.** FTSBs for WESMs will normally take place towards the end of specialist PJTs in RNSMS or TTF. FTSBs for MESMs will normally take place termly on completion of NPSC (ME301). The selection process will be managed by the ATA(SM).

(2) **Selection from Sea.** Divisional Officers who believe they have a candidate suitable for selection should contact the ATA(SM) at the earliest opportunity. Candidates will require an SJAR (annual or special circumstances depending upon the timing) stating the reasons for their suitability for the FT Scheme and POET Training; this must have full endorsement from the platform MEO / WEO who must take into consideration whether the individual has demonstrated suitable levels of competence during their employment and if their performance during any qualifying boards merits a recommendation as a potential FT POET candidate. Once received, this report, along with previous SJARs and course reports, will be presented to the next FTSB and a decision on suitability for the LET-POET FT Scheme will be made. SJARS should include reference to the following attributes:

(a) Engineering aptitude.

(b) Technical Competence.

(c) Work ethic and capacity to complete sea competency elements within compressed time scales.

(d) Professional effectiveness and initiative.

(e) Any demonstrated academic ability to cope with an accelerated career progression.

(f) Potential to be a senior rating: reliability; power of communication; potential for CLM in the POET rate.

(g) Confidence to take on additional challenges and the ability to think on a level above the peer group.

(h) Management aptitude.

e. **Due Date and Eligibility for POETQC.** Individuals on the FT scheme will be subject to non-selective promotion. Whilst on a non-selective promotion scheme ratings are not presented to Select, Train, Promote selection boards. This is acknowledged by FT Certificate of Understanding Annex 73A.

(1) **Candidates from Training.** Candidates selected during specialist training will be awarded the JPA competency 'Professional|Fast Track POET|Navy|' at the end of their LET training pipeline[7]. A candidates Due Date will be 24 months from this point. Fast Track ratings will be assigned to a platform for an 18-month period before being expected to be ready to proceed to POETQC. During their time onboard a platform, and prior to becoming eligible to proceed to POETQC, LET to POET FT ratings are to complete the requirements detailed in Table 73-9 (WESM) and 73-10 (MESM).

(2) **Candidates from Sea.** Candidates from sea will be awarded the JPA competency 'Professional|Fast Track POET|Navy|' upon selection on to the FT scheme, candidates Due Date will be 24 months from this point. Individuals will remain on their platform and expect to proceed to POETQC in approximately 9-15 months, noting that they would have already spent a period of time onboard prior to selection. During their time onboard a platform, and prior to becoming eligible to proceed to POETQC, LET to POET FT ratings are to complete the requirements detailed in Table 73-9 (WESM) and 73-10 (MESM).

f. **Fast Track (LET to PO) Selection Board.**

(1) Fast Track Selection Boards (FTSB) are convened by the ATA(SM). The FTSB will consist of three members and must have a Lt Cdr from the candidate's specialisation as the chair. The other members will be at least the rank of Lt and/or WO1/WO2 including one from the Branch Management Office. The FTSB for LET to POET will take the format of a STP selection board: candidates will not be present, and the board members will review recent SJARs alongside professional course examination results.

(2) **Successful Candidates.** Successful candidates will be informed by the FTSB Chair or the ATA(SM), the JPA competency 'Professional|Fast Track POET|Navy|' will be awarded by the ATA(SM). A Selection Notification detailing Fast Track selections will be produced by the ATA(SM) and uploaded on to the RN Workforce Appraisals website. Individuals are responsible for checking the competency is entered into JPA. FTSB selection records will be held by the ATA SM for 3 Years. Those accepted on to the FT Scheme are required to complete Annex 73A Part A - Certificate of Understanding and return this to the ATA(SM).

[7] LETQC, NPSC ME301 (MESMs only) and all required Specialist Equipment courses (WESMs only).

g. **Transfer to Fast Track - Minimum Assignment Notice.** The FT scheme accelerates individuals through the advancement system and may require shorter than the minimum assignment notice. All individuals on the FT scheme will be required to volunteer to waive their minimum assigning notice period for courses and employment associated with their advancement. This will be acknowledged by successful candidates when they sign the Part A of the Certificate of Understanding, accepting the terms of service of FT scheme, including waiving their rights to promotion under the selective promotion route and to the full assignment notice period. Should an individual be removed from the FT scheme then Part B of the Certificate of Understanding will be used in transferring individuals back onto the standard selective promotion route and the normal assignment notice period. The Certificate of Understanding can be found at Annex 73A, signed copies will be retained by both the ATA(SM) and the individual.

h. **Career Management.** The planning and enrolling of individuals onto a Qualifying Course (QC) will be completed by the ATA(SM) in liaison with the relevant Career Manager (CM). In general, FT personnel will be provisionally allocated a future POETQC start date at, or shortly after completing their current LETQC, giving 18 months at sea. Attendance on a QC will be dependent upon the completion of all the relevant criteria detailed in Table 73-9 (WESM) or Table 73-10 (MESM). Frequent liaison between the employing submarine and the ATA(SM) will ensure that Training Schools, CMs and employing submarines can plan effective movement of FT personnel.

i. Where, during POETQC, FT candidates are found to be unsuitable for advancement to the next higher rate, they may be withdrawn from training by the Commanding Officer of the relevant Training School. In such cases, individuals will be deselected from FT and the QC. SP will continue to serve in their current substantive rate and transfer back to Selective Promotion as the eligibility route for future promotion.

j. Individuals who refuse to undertake the QC will be deselected from FT, continue to serve in their current substantive rate, transferring back to Selective Promotion.

k. **Professional Development.**

(1) Those on the Fast Track LET – POET scheme will be assigned to a sea going platform for a nominal 18 months from completion of their LETQC and associated professional / equipment courses.

(2) During this time, they are to complete all the requirements of Table 73-9 (WESM) or Table 73-10 (MESM), prior to attending POETQC.

(3) All LETs, including those on the FT Schemes, are expected to complete the Level 3 Apprenticeship, including completion of the Apprenticeship Portfolio and End Point Assessment.

l. **SJAR Reporting Requirements.** Annual SJARs remain a mandatory requirement for all FT individuals and should comment on their current performance, CLM, employment and training achievements. Within the SJAR, Reporting Officers should report whether an individual continues to maintain a recommendation for the FT scheme.

m. **Advancement Criteria.**

(1) Pre-POETQC requirements are detailed in Table 73-9 (WESM) and 73-10 (MESM).

(2) Advancement to Acting Petty Officer (where eligible) will be iaw Table 73-11.

(3) Advancement to Substantive Petty Officer will be iaw Table 73-12

n. **Failure to Complete Professional and/or Leadership Course.** If the individual fails to complete QC and/or SRLC before the due date, or within 12 months of the due date because of Service reasons (out with own control) or non-service reasons (within own control) then BRd 3(1) Para 6802 will apply. There may be occasions where a FT individual is at their due date for advancement but has not completed their QC so will not meet the advancement criteria. In consultation with the ATA(SM), an application for the Acting Higher Rate (AHR) will be considered against the 'Inability to Satisfy Criteria for Advancement' - see BRd 3(1) Para 6802 and Para 6803.

o. **Fast Track Failure Policy and De-Selection from Scheme.** FT ratings may be removed from the scheme at any time. Where necessary the warning proforma at Annex 73F is to be used. If removed from the scheme individuals will lose the right to any associated advancement and career progression will be in accordance with Para 7412 (MESM) and Para 7509 WESM). Non-selective promotion will cease, and promotion will be by selection only. FT candidates that fail to meet the criteria and successfully complete the qualifying courses will lose their FT status and return to a submarine as an LET. Future promotion will be by the normal selection process. Ratings may be removed from the Fast Track scheme under the following circumstances:

(1) FT recommendation is removed by the Commanding Officer or Head of Department.

(2) FT candidate fails to progress as expected.

(3) FT candidate fails to meet the standard expected of a potential POET.

(4) FT candidate requests to return to the Select Train Promote population.

(5) FT candidate fails to successfully complete POET training pipeline[8].

(6) FT candidate submits application for Early Termination.

[8] POETQC pipeline includes NPOC for MESM and TWS, CIS, SWS career courses for WESM.

p. Once selected, an individual will remain on the LET-POET FT scheme unless their progress, performance or standards are deemed insufficient, or they voluntarily choose to remove themselves. Where an individual has not been able to maintain FT accelerated training progress, they will be de-selected from the FT scheme, revert to the standard selective promotion route, and continue training and employment as necessary to meet the Service requirement.

q. Once the ATA(SM) are informed of an individual who is not performing at the standard required they will consult with the individuals DepCO to determine the appropriate course of action. The FT Progress Warning Proforma at Annex 73F should be used. Liaison between the employing unit and ATA(SM) should be started at the earliest opportunity.

r. Removal from the FT Scheme should not be interpreted as professional inadequacy since there may be many reasons why an individual is not able to sustain the required progress against the perceived potential assessed in the Training School. Removal from FT will lead to individuals being subject to the standard Select, Train, and Promote process.

s. Where Ratings are removed from the Fast Track scheme Annex 73A Part B will be completed by the individual and the ATA(SM); the candidate is then formally removed from the scheme, the ATA(SM) will end-date the FT competency and inform the Career Manager.

t. **Fast Track Progress Warnings.** The process for warning an individual of potential removal from the FT Scheme is discrete from the RN's standard formal warning routine for ratings on the trained strength since it relates solely to either:

(1) Failure to meet required training timelines for FT advancement.

(2) Failure to retain Command recommendation for advancement on the scheme.

u. Due to the compressed timescales necessitated by this scheme, the duration between warning review and possible escalation is equally compressed to typically no more than one month and comprises two tiers: Level 1 - DO's Warning and Level 2 - HOD's Warning. In all cases, units are recommended to consult with the ATA(SM) to ensure fleet-wide consistency for management of training risk within the scheme. Should an individual move assignment whilst on FT warning the despatching unit is to write to the new unit to hand over the warning.

v. Recognising the need for timely action within this scheme, the FT Warnings process does not require supporting appraisal reports, instead the proforma at BRd (3) Annex 73F is to be used.

Table 73-9 - WESM Pre POETQC Requirements

Requirement	Competence	Proficiency Level	Notes
Completed LET(WESM) Taskbook			2
L3 Apprenticeship complete		As achieved	4
Awarded RPS for LET(WESM)	Professional|OPS for LET(WESM) DQ40|Navy.	As achieved	
SWS Ratings Passed Ship Qualification Board	SM|(SW1201) SWS MCC Supervisor Ship Qualification Board|Navy| **or** SM|(SW1202) SWS MC Supervisor Ship Qualification Board|Navy| **or** SM|(SW1203) SWS Navigation Supervisor Ship Qualification Board|Navy|		
TWS Ratings Qualified as Duty Fwd Technical Supervisor / Duty TWS Supervisor or Qualified SCC Operator	Professional|SM Shut Down Duty Forward Technical Supervisor|Navy| **or** SM|V/T/A Class Panel Qualified|Navy| **or** Professional|SM Control Console Operator|Navy|		

Table 73-10 - MESM Pre POETQC Requirements

Requirement	Competence	Proficiency Level	Notes
Completed LET(MESM) Taskbook.			2
L3 Apprenticeship complete		As achieved	4
Awarded RPS for LET(MESM)	Professional|OPS for LET(MESM) DQ40|Navy	As achieved	
Qualified as a Category C Watchkeeper	Professional|SM Category 'C' Nuclear Watchkeeper|Navy|		3
Qualified as a Shutdown Supervisor	Professional|SM Shut Down Supervisor|Navy|		3
Qualified as Duty Fwd Technical Supervisor	Professional|SM Shut Down Duty Forward Technical Supervisor|Navy|		3
Qualified SCC Operator	SM|V/T/A Class Panel Qualified|Navy| or Professional|SM Control Console Operator|Navy|		3

Table 73-11 - Acting POET(MESM/WESM) Advancement Criteria[9]

Requirement	Competence	Proficiency Level	Notes
Completed LET(MESM/WESM) Taskbook			2
Awarded OPS for LET(MESM/WESM)	Professional|OPS for LET(MESM/WESM) DQ40|Navy		
To be educationally qualified for promotion (EFP) iaw Para 9614.	Educational|RN/RM English Level 2|Navy **or** Educational|RN/RM English Proxy A*- C|Navy|Navy| **and** Educational|RN/RM Mathematics Level 2|Navy **or** Educational|RN/RM Mathematics Proxy A*- C|Navy|	As achieved	
Recommended for advancement to POET by HOD.			
At or passed LET-POET Fast Track Due Date (competence date plus 2 years)	Professional|Fast Track POET|Navy|		
Commenced POET(MESM/WESM)QC.	POET(MESM)QC: ME264 **or** POET(WE)(W,S,SM,CIS) Career: WE316|Navy|		

Advanced to Acting POET(MESM) or (WESM)

[9] Where eligible and iaw Detailed in BRd 3(1) Ch 68 Para 6802

Table 73-12 - Substantive POET(MESM/WESM) Advancement Criteria

Requirement	Competence	Proficiency Level	Notes
Completed POET (WESM) or (MESM) Qualifying Course (QC)	WE|POET(WE) (W S SM CIS) Career (WE316)|Navy| **or** ME|POET(MESM) Qualifying Course (ME264)Navy|	Pass	1
(MESM Only) Completed Nuclear Propulsion Operators Course (ME304)	'ME|NPOC(V) - Nuclear Propulsion Operations Course (V Class) (ME304V)|Navy|' **or** 'ME|NPOC(A) - Nuclear Propulsion Operations Course (A Class) (ME304A)|Navy|'	As achieved	
Completed Senior Rates Leadership Course (SRLC)	Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|		1
Recommended for advancement to POET			
At least 6 months since last Career Check (if any) on date due advancement			
To be educationally qualified for promotion (EFP) in accordance with BR3 Para 9614 and recorded on JPA	Educational|RN/RM English Level 2|Navy| **or** Educational|RN/RM English Proxy A*-C|Navy|Navy| **and** Educational|RN/RM Mathematics Level 2|Navy| **or** Educational|RN/RM Mathematics Proxy A*- C|Navy|		

Advanced to POET (MESM) or (WESM)

Notes:

1. *Failure to Complete Professional and/or Leadership Course. Refer to BRd (3) 6803 for rules on the impact on a rating's advancement if rating fails to complete QC and/or LRLC/SRLC before the due date by time or within 12 months of the due date as a result of Service reasons (out with own control) or non-service reasons (within own control).*

2. *The LET(MESM) (L) or (M) and LET(WESM) taskbook will be issued on completion of LETQC.*

3. *Ratings on the MESM LET-POET Fast Track scheme must fully qualify Fwd and Aft. Every effort by line management should be made to provide a balance of experience in both roles.*

4. *RPS is to be conducted once qualified in all positions. Whilst the RPS is not coupled to the L3 EPA, both must be completed prior to commencing POETQC.*

7303. Probationary Leading Hands

The rank of Probationary Leading Hand (P/LHs, commonly known as PLETs) is applicable to those recruited under the AA(SM) Scheme and Royal Navy Under-Graduate Apprenticeship Scheme (UGAS). Further details regarding the employment of P/LHs can be found in Ch 68 Para 6808.

7304. Accelerated Apprentice(Submarines) (AA(SM)) Scheme Overview

a. The AA scheme has been developed to appeal to the growing population of school leavers with Level 3 STEM qualifications (A-levels and vocational). It provides a route to exploit the potential of these individuals by expediting through-flow to LET by means of an approximately 2-year training programme. It will also add a route of entry which will be attractive to school leavers holding Engineering and Science Level 3 qualifications and is expected to contribute to the recruitment of improved talent to the RN engineering cadre. The scheme provides a bespoke training pipeline for AA personnel which accounts for their already achieved Level 3 qualifications. Once training is completed and the individual becomes a Gain to the Trained Strength (GTS), they leave the AA scheme and are treated as a standard LET.

b. On completion of the LETQC pipeline (LETQC and sub-specialisation training) once at GTS, the Minimum Time to Serve (MTS) will start, where AA(SM)s must deliver 30 months of service before they may submit their request for early termination[10] (42 months total). The RoS for LETQC (24 months) will commence at the same time and working out of the liability will run concurrently.

[10] Detailed in BRd 3(1) Ch 53 Para 5302.

c. The scheme is under DDPD governed via the NSEPB, chaired by DDPD. At Hd level, the scheme is owned by Hd BM, who delegates policy authority to the respective Branch Managers (EGS, ESM and AE). For the ESM cadre the scheme is managed by the Accelerated Technician Authority (ATA(SM)).

d. On joining HMS RALEIGH for New Entry Training, AA recruits will be Probationary Leading Hands (P/LH). They will remain P/LHs until completion of the AA pipeline (see Note 1). Guidance on management of P/LHs can be found at Ch 68 Para 6808.

e. **Selection.** Due to both the accelerated nature and limited places available on the AA scheme, the recruitment process is bespoke and selective. As of January 2025 AAs are recruited by profession, being streamed into a branch during week 7 of Phase 1 training. Recruitment of AA candidates is the responsibility of Recruit and Attract (RA). During this process, the performance of candidates will be collated and recorded by the RA Accelerated Engineer Coordinator (AEC).

f. **Branch Transfer to AA(SM).** AA(SM) remains a new-to-service scheme and positions should be filled with direct entry recruits. If this requirement cannot be fulfilled with new recruits and dependent on the needs of the service, Branch Managers may elect to accept branch transfer requests into the scheme. These branch transfers should be considered for an individual when there has been an oversight or missed opportunity at the recruitment stage and not to give a second chance at application to the scheme.

g. Potential branch transfers should be identified as early as possible during Phase 1 or Phase 2 training but must be accepted prior to the end of Phase 2 training.

h. Divisional staff of the recruit should check the schemes academic requirements are met[11]. Once content, or if further guidance is required, copies of education certificates should be sent to UTS Ratings Training Pipeline Manager (NAVY PEOPLE-TRG TMG HQ UTSPM RTG). Once confirmed academic requirements are met, an Untrained Strength (UTS) branch transfer request[12] should be made by the Divisional staff.

i. Upon receipt of branch transfer request, UTS Ratings Training Pipeline Manager will contact ATA(SM) to arrange a branch transfer interview. The purpose of this interview is to assess the candidate's suitability to the scheme. A flowchart to aid branch transfer process can be found at Annex 73Q.

j. The following criteria will be reviewed and assessed during branch transfer process / interview. An interview guide can be found at Annex 73Q:

(1) Course reports (if applicable)

(2) Academic and vocational achievements

[11]

[12] Detailed in BRd 3(1) Ch 51 Section 2

(3) Engineering acumen

(4) Knowledge of the scheme

(5) Leadership potential

k. Successful candidates will be informed by the ATA(SM), who will consult with UTS Rating Training Pipeline Manager to complete the transfer. The transfer will happen on the first day of joining the AA(SM) training pipeline. At this point, the recruit will assume the rate of Probationary Leading Engineering Technician (PLET) and contracts will be updated to reflect.

l. **Professional Development Phase (PDP).** The PDP organisation is part of the Submarine Support Group (SSG) located in HMNB Devonport. PDP commences on successful completion of Submarine Qualification (SMQ) Dry training and finishes when the AA(SM) cohort commence their specific LETQC. AA(SM) personnel are considered Phase 3 trainees on completion of SMQ(Dry). The nominal time spent in PDP is between three and six months.

m. PDP is designed to develop the AA(SM) to a position where they are ready to attend LETQC, noting a lack of experience. Practical training is undertaken on an opportunity basis, as platform programmes allow. PDP staff should endeavour to achieve the following.

(1) PDP staff will support AA(SM) personnel to engage with the SM community, via access to platforms in Devonport. This will aid integration whilst on LETQC.

(2) In addition to formalised engineering training whilst at PDP (ME180), students will be afforded the opportunity to engage with engineering tasks on platforms over a range of specialisations.

(3) Formalised Leadership training in the form of ARLC and DLC will be delivered whilst at PDP. In addition, staff will mentor AA(SM) personnel in preparing for LRLC and their role of LET.

n. PDP will include the following courses.

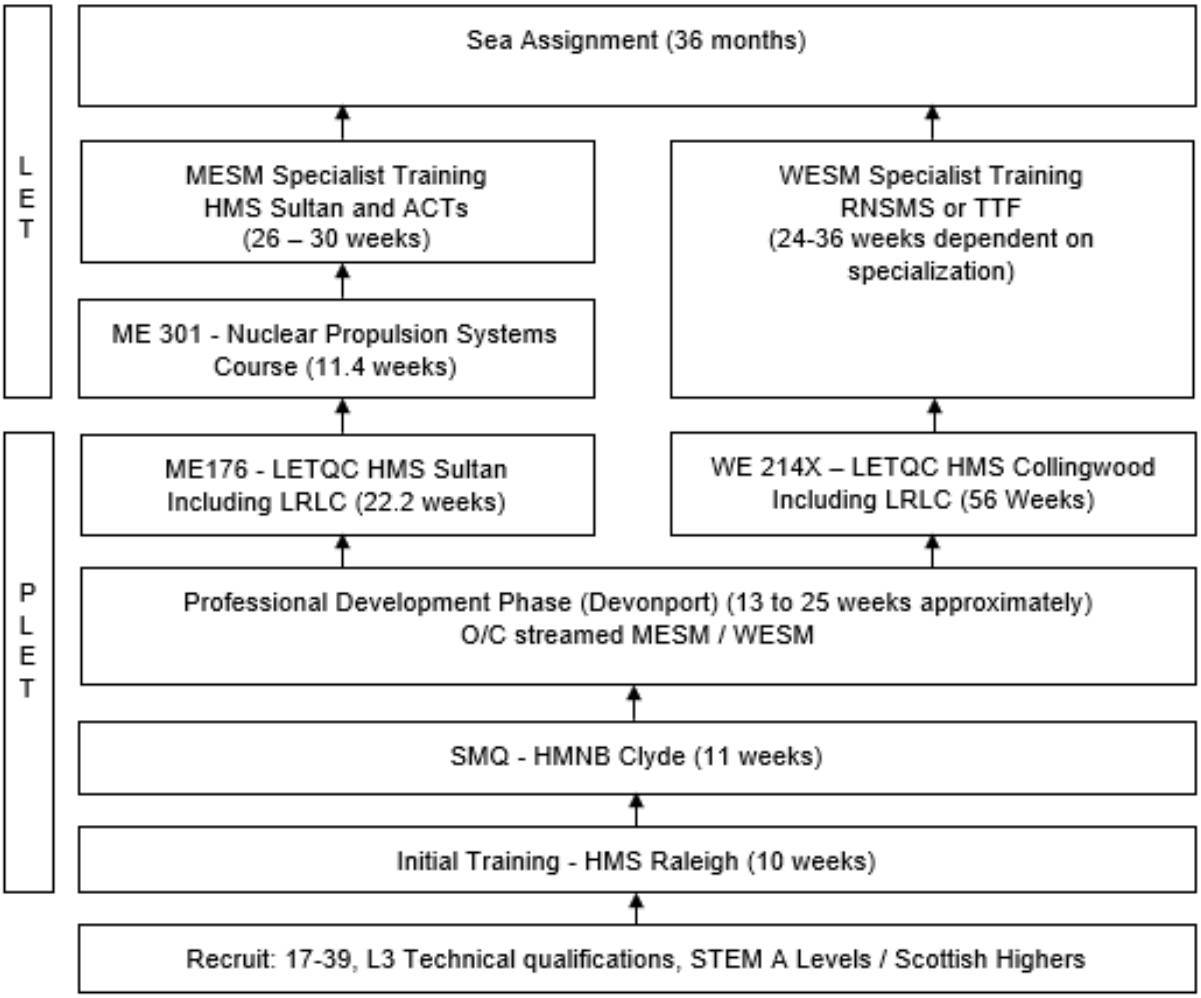
(1) Able Rates Leadership Course (ARLC)

(2) AA(SM) Enabling Course - ME 180

(3) Developing Leadership Course (DLC) – RNLA 200

o. Fig 73-1 displays the AA(SM) career on a page.

Figure 73-1



p. **Advancement Flowcharts.** The following rules apply to personnel recruited to the AA scheme.

AA(SM) Advancement Criteria

Entry to HMS RALEIGH (See Note 3)

PLET AA(SM) to LET(MESM) / (WESM)

Table 73-13 - Leading Engineer Technician AA (Submarine) Advancement Requirements

Requirement	Competence	Proficiency Level	Notes
Complete Phase 1 New Entry Training.			
Complete SMQ(Dry).			
Complete RNLA 200 Developing Leader Course.	'Miscellaneous|Developing Leadership (RNLA 200)|Navy|'		
Complete ME 180 Enabling Course.	'SM|SM Accelerated Apprentice Enabling Course (ME180)|Navy|'	Pass	
Passed LETQC.	'ME|LET(MESM) Career (ME176)|Navy|' **or** 'WE|LET(WESM) Career Course(WE214X)|Navy|' '	Pass	
Passed required LET specialist training courses.			6, 7
Complete Leading Rates' Leadership Course (LRLC).	'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy	Pass	
Recommended for advancement.			

Advanced to LET (WESM)/(MESM) (See note 5).

Notes:

1. *Details of branch specific pipelines can be found as Annexes to this chapter.*

2. *ESM candidates are streamed MESM or WESM following SMQ(Dry).*

3. *The eligibility criteria to be recruited as an AA include that they join educationally qualified for promotion (EFP) to LET in accordance with Para 9614. Appropriate competences should be recorded on JPA. At recruitment. A professional competency should be issued: Professional\|Advanced Apprenticeship\|Navy\|*

4. *On successful completion of the AA pipeline the individual will become a Gain to the Trained Strength and advanced to Leading Engineer Technician. They will then transfer to either the Selective Promotion Flowchart or, if selected, to the Fast Track POET Flowchart. Advanced Apprenticeship JPA competency should then be removed by CM to facilitate for Select/Train/Promote eligibility IAW para 5.*

5. *AA(SM) reach GTS as detailed in Para 7306. ATA(SM) will monitor as AA(SM) ratings reach their GTS point and will inform the UTS Pipeline Manager.*

(Continued)

Notes: (Continued)

6. *Common MESM specialist training ME301 Nuclear Propulsion Systems Course. MESM specialist courses for ME(L) streams are ME256 Propulsion Electrical Maintainer Course and ME 301 L modules. For ME(M) streams specialist courses are ME257 Propulsion Mechanical Maintainer Course and ME 258/259 M modules.*

7. *WESM specialist training courses include all equipment specific Pre-Joining Training Courses(PJTs) at RNSMS / TTF / ATF.*

7305. Undergraduate Apprenticeship Scheme (UGAS)

a. UGAS is an ESM specific scheme designed to accelerate recruits along the MESM or WESM career pipelines to POET. Details of the scheme can be found in Annex 73H and Annex 73I. UGAS ceased recruiting in 2021; however personnel remain in-service on the scheme.

b. On joining HMS RALEIGH for New Entry Training, UGAS recruits will be Probationary Leading Hands (P/LH). They advance to substantive LET and to POET at defined points in their training pipeline.

c. UGAS ratings will reach GTS as detailed in Para 7306.

d. CPOET Pre-Selection Requirements remain the same as for Select Train Promote ratings, however UGAS POETs must have achieved a minimum of 36 months in post as a substantive POET and are on ES2/FC before being eligible for selection to CPO.

e. UGAS personnel will be eligible for selection for transfer to ES2 at the point where an offer of an undergraduate place at the University of Portsmouth (UoP) is received. To be eligible for selection for ES2 personnel must have achieved the following

(1) At Role Performance Standard (RPS) for POET.

(2) Received an Overall Performance Grade (OPG) of B or higher on their most recent SJAR.

(3) Have a supporting comment in the 2RO recommendations for further service.

Personnel that have achieved these criteria but are still in their sea delivery phase (i.e. not yet due to commence their university phase) may request to transfer ES2 early to allow them to receive Retention Payment 1 (RP1) due to the associated Return of Service. Personnel wishing early transfer to ES2 should contact the ATA(SM)

7306. UGAS and AA(SM) Gains to Trained Strength (GTS) Point

The GTS point for each specific stream is on completion of the modules detailed below.

Table 73-14 - UGAS(MESM) and AA(SM) MESM GTS point

ME 'L'	ME 'M'
SMQ (Dry)	SMQ (Dry)
Leading Rates Leadership Course	Leading Rates Leadership Course
ME176 LET Qualifying Course	ME176 LET Qualifying Course
ME256 Propulsion Electrical Maintainer Course	ME257 Propulsion Mechanical Maintainer Course
Nuclear Propulsion Systems Course (NPSC 301) Common Modules	Nuclear Propulsion Systems Course (NPSC 301) Common Modules
ME301 L Class specific Modules	ME 258 / 259 M Class specific modules

Table 73-15 - UGAS(WESM) and AA(SM) WESM GTS point

WESM (Including WESM CIS)
SMQ (Dry)
Leading Rates Leadership Course
WE 214X LET Qualifying Course
LET Professional training based at the RNSMS/TTF

7307. Undergraduate Apprentice Scheme (UGAS) (WESM) - Promotion Regulations

a. The following rules apply to both 'In-Service' and 'New-to-Service' UGAS(WESM) ratings.

b. Further details of UGAS(WESM) are contained in the Annexes to this chapter:

Annex 73H - UGAS WESM Overview

Annex 73J - UGAS WESM CONOPS

Annex 73L - UGAS Example Tailored Career Agreement

Annex 73M - UGAS WESM Pipeline

Annex 73O - UGAS University Phase

c. New to Service UGAS(WESM) ratings join the Service as Probationary LETs, Para 7303 refers, and are advanced as detailed in Tables 73-16 to 73-18. In-Service UGAS(WESM) ratings entered the scheme at the appropriate point in their career and are advanced as detailed in Tables 73-17 and 73-18.

d. The UGAS scheme ceased recruiting personnel in 2021.

PLET(WESM) to LET(WESM)

Table 73-16. UGAS LET(WESM) Substantiation Criteria

Requirement	Competence	Proficiency Level	Notes
To be educationally qualified for promotion (EFP)[13].	'Educational|RN/RM English Level 1|Navy|' **or** 'Educational|RN/RM English Level 2|Navy|' **or** 'Educational|RN/RM English Proxy A*- C|Navy|Navy|' **and** 'Educational|RN/RM Mathematics Proxy A*- C|Navy|' **or** 'Educational|RN/RM Mathematics Level 1|Navy|' **or** 'Educational|RN/RM Mathematics Level 2|Navy|'		
Completed Leading Rates' Leadership Course (LRLC)	'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|'		
Completed LET(WESM) QC	WE|LET(WESM) Career Course(WE214)|Navy|		1
At least six months since last Career Check (if any) on date due advancement			
Recommendation for advancement to LET(WESM).			

Advanced to LET (WESM)

[13] Detailed in BRd 3(1) Ch 96 Para 9614.

LET(WESM) to POET (WESM)

Table 73-17. Advancement to Acting POET (Note 2)

Requirement	Competence	Proficiency Level	Notes
Passed POET (WESM) Qualifying Course (QC)	WE|POET(WE) (W S SM CIS) Career (WE 316)|Navy|	Pass	1
Completed Senior Rates' Leadership Course (SRLC)	'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'		
At least six months since last Career Check (if any) on date due advancement			
Recommendation for advancement to Acting POET(WESM).			

Advanced to Acting POET (WESM)

Table 73-18. Advancement to Substantive POET(WESM)

Requirement	Competence	Proficiency Level	Notes
Passed POET (WESM) Qualifying Course (QC)	WE|POET(WE) (W S SM CIS) Career (WE 316)|Navy|	Pass	1
Completed Senior Rates' Leadership Course (SRLC)	'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'		1
Recommended for advancement to POET.			
Completed post QC specialist training			
At least 6 months since last Career Check (if any) on date due advancement.			
SWS Ratings Passed Ship Qualification Board	SM|(SW1201) SWS MCC Supervisor Ship Qualification Board|Navy| **or** SM|(SW1202) SWS MC Supervisor Ship Qualification Board|Navy| **or** SM|(SW1203) SWS Navigation Supervisor Ship Qualification Board|Navy|		
TWS Ratings **Qualified as Duty Fwd Technical Supervisor / Duty TWS Supervisor** **or** **Qualified SCC Operator**	Professional|SM Shut Down Duty Forward Technical Supervisor|Navy| **or** SM|V/T/A Class Panel Qualified|Navy| **or** Professional|SM Control Console Operator|Navy|		
To be educationally qualified for promotion (EFP)[14].	'Educational|RN/RM English Level 2|Navy|' **or** Educational|RN/RM English Proxy A*- C|Navy|Navy|' **and** 'Education|RN/RM Mathematics Level 2|Navy|' **or** Educational|RN/RM Mathematics Proxy A*- C|Navy|'		

Advanced to POET (WESM)

[14] Detailed in BRd 3(1) Ch 96 Para 9614.

e. Thereafter promotion will be in accordance with ET(WESM) regulations at Para 7509 for those UGAS ratings who choose to remain as a rating.

Notes:

1. Failures and Removal. *Failure of any one of the UGAS (WESM) pipeline courses or training targets will be dealt with in accordance with the UGAS (WESM) Failure Criteria laid down in the scheme CONOPS which can include removal from the scheme. On removal from the scheme, ratings are transferred to an appropriate point in the standard ET (WESM) pipeline. They will then only be eligible for promotion to LET or POET on selection in accordance with Para 7509 and will have no further opportunity to be considered for UGAS (WESM).*

2. UGAS Advancement Regulations. *UGAS ratings are* ***only*** *eligible for advancement to Acting POET (i.e. are not entitled to substantive promotion) prior to qualifying as a POET watchkeeper. Where previously qualified, e.g. during LET training time, this qualification must be retaken/refreshed to the satisfaction of the HoD.*

7308. Undergraduate Apprentice Scheme (UGAS) (MESM) - Promotion Regulations

a. The following rules apply to In-Service and New-to-Service candidates who enter the Service under UGAS (MESM).

b. Further details of UGAS (MESM) are contained in the Annexes to this chapter:

Annex 73I - UGAS MESM Overview

Annex 73K - UGAS MESM CONOPS

Annex 73L - UGAS Example Tailored Career Agreement

Annex 73N - UGAS MESM Pipeline

Annex 73O - UGAS University Phase

c. New to Service UGAS(MESM) ratings join the Service as PLETs, Para 7303 refers, and are advanced as detailed in Tables 73-19 to 73-21. In-Service UGAS (MESM) ratings entered the scheme at the appropriate point in their career and are advanced as detailed in Tables 73-20 and 73-21.

d. The UGAS scheme ceased recruiting in 2021.

PLET(MESM) to LET(MESM)

Table 73-19. UGAS LET(MESM) Substantiation Criteria

Requirement	Competence	Proficiency Level	Notes
To be educationally qualified for promotion (EFP)[15].	'Educational|RN/RM English Level 1|Navy|' **or** 'Educational|RN/RM English Level 2|Navy|' **or** 'Educational|RN/RM English Proxy A*- C|Navy|Navy|' **and** 'Educational|RN/RM Mathematics Proxy A*- C|Navy|' **or** 'Educational|RN/RM Mathematics Level 1|Navy|' **or** 'Educational|RN/RM Mathematics Level 2|Navy|'		
Completed Leading Rates' Leadership Course (LRLC).	'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|'		
Completed LET(MESM) QC	ME|LET(MESM) Career (ME176)|Navy|		1
At least 6 months since last Career Check (if any) on date due advancement.			
Passed LET Propulsion Electrical Maintainer's Course or LET Propulsion Mechanical Maintainer's Course.	ME|LET(MESM) Propulsion Electrical Maintainer (ME256)|Navy| **or** ME|LET(MESM) Propulsion Mechanical Maintainer (ME257)|Navy|		1
Recommended for advancement to LET(MESM).			
Started ME301 Nuclear Propulsion Systems Course.			

Advanced to LET(MESM)

[15] Detailed in BRd 3(1) Ch 96 Para 9614.

LET(MESM) to POET (MESM)

Table 73-20. Advancement to Acting POET

Requirement	Competence	Proficiency Level	Notes
Passed POET (MESM) Qualifying Course (QC)	'ME|POET(MESM) Qualifying Course (ME264)|Navy|'	Pass	
Completed Senior Rates' Leadership Course (SRLC) [16]	'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'	Pass	
Started Nuclear Propulsion Operator's Course (NPOC),			
At least 6 months since last Career Check (if any) on date due advancement.			
Recommended for advancement to Acting POET(MESM).			

Advanced to Acting POET (MESM)

[16] SRLC will normally be completed as part of POET(MESM) QC.

Table 73-21. Advancement to Substantive POET(MESM)

Requirement	Competence	Proficiency Level	Notes
Recommended for advancement to POET.			
Complete POET (MESM) Qualifying Course (QC)	'ME|POET(MESM) Qualifying Course (ME264)|Navy|'		
Completed Nuclear Propulsion Operator's Course (NPOC).	ME|NPOC(V) - Nuclear Propulsion Operator (V Class) (ME304Y(V))|Navy| or ME|NPOC(A) - Nuclear Propulsion Operator (A Class) (ME304Y(A))|Navy| or ME|NPOC(T) - Nuclear Propulsion Operator (T Class) (ME304Y(T))|Navy|		1
Completed Senior Rates' Leadership Course (SRLC)	'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'		
At least 6 months since last Career Check (if any) on date due advancement.			
Qualified and served at least 6 months as a Category C Watchkeeper.	Professional|SM Category 'C' Nuclear Watchkeeper|Navy|		3
Qualified and served at least 3 months as a Shutdown Supervisor.	Professional|SM Shut Down Supervisor|Navy|		3
Qualified Category B Watchkeeper.	Professional|SM Category 'B' Nuclear Watchkeeper|Navy|		
To be educationally qualified for promotion (EFP) in accordance with Para 9614.	'Educational|RN/RM English Level 2|Navy|' Or 'Educational|RN/RM English Proxy A*- C|Navy|Navy|' & 'Educational|RN/RM Mathematics Level 2|Navy|' Or 'Educational|RN/RM Mathematics Proxy A*- C|Navy|'		

Advanced to POET (MESM)

e. Thereafter promotion will be in accordance with ET(MESM) regulations at Para 7412.

Note:

1. Failures and Removal. *Failure of any one of the UGAS(MESM) pipeline courses or training targets will be dealt with in accordance with the UGAS(MESM) Failure Criteria laid down in the scheme CONOPS which can include removal from the scheme. On removal from the scheme, ratings are transferred to an appropriate point in the standard ET(MESM) pipeline. They will then only be eligible for promotion to LET or POET on selection in accordance with Para 7412 and will have no further opportunity to be considered for UGAS(MESM).*

2. UGAS Advancement Regulations. UGAS personnel are **only** eligible for advancement to Acting POET (i.e. are not entitled to substantive promotion) prior to qualifying as a POET watchkeeper.

3. Watchkeeping Experience Requirement. NRPA 3-4 Section 2 details the minimum Category C watchkeeper and Shutdown Supervisor experience requirement prior to Category B watchkeeper qualification. Any outstanding experience days from full qualification as a Category C watchkeeper (including Live Plant Drills) or Shutdown Supervisor qualification (including successful MRT initial qualification assessment) must be achieved prior to permitting Category B watchkeeper qualification. ATA(SM) monitor the experienced days accrued and will advise receiving units of any outstanding requirement. Any RNUGAS members outstanding Live Plant Drills for their Category C watchkeeping position should be confirmed with SUBFLOT/NRPA prior to enabling Category B qualification and watchkeeping.

ANNEX 73A

CERTIFICATES OF UNDERSTANDING - TRANSFER TO, OR REMOVAL FROM THE ENGINEERING SUBMARINE SERVICE FAST TRACK SCHEME

PART A - TRANSFER TO THE ENGINEERING SUBMARINE SERVICE FAST TRACK SCHEME

Being subject to: Advancement by time (in accordance with BRd 3(1) Chapter 68) and possible changes in minimum notice for assignment to sea and shore.

Part 1 - Individual's Details

Full Name (in Capitals)	Service No.	Rate

Selection Point	Date of Selection	Fast Track Start Date/LET Seniority Date	Remarks

Part 2 - Individual's Declaration[1]

I understand that during my time on the ESM Fast Track scheme:

a. I will be subject to advancement by time as detailed in BRd 3(1) Para 7301/7302 rather than selective promotion and, therefore, I will not be considered at any Selection Boards for Promotion.

b. I may be liable to be assigned to sea or shore units at less than normal assigning notice, as detailed in BRd 3(1) Chapter 59 Section 11.

Signed: ..... Date: .....

Part 3 - Accelerated Technician Authority[2]

The above-named rating has been transferred to the ESM Fast Track scheme and will be subject to advancement by time, with the following awarded due date for the next higher rate:

Advancement To	Date Due Advancement
LET / POET*	

* Delete as appropriate

Signed: ..... Rate/Rank: .....

Name (in capitals): ..... Date: .....

[1] A copy of the Certificate of Understanding Part A is to be retained by the individual.
[2] The Certificate of Understanding Part A is to be retained by the ATA for a period of 3 years after the individual leaves the FT scheme.

PART B - REMOVAL FROM THE ENGINEERING SUBMARINE SERVICE FAST TRACK SCHEME

Part 1 - Individual's Details

Full Name (in Capitals)	Service No.	Rate

The Above-Named Rating has been removed from the ESM Fast Track scheme and will no longer be subject to time-based advancement.

The following seniority date has been determined by the ATA(SM) and will be recorded in JPA:

Rate	Seniority Date

Part 2 - Individual's Declaration[3]

I understand that on removal from the Fast Track scheme I will:

a. Return to being subject to selective promotion as detailed in BRd 3(1) Chapter 67 and Chapter 74/75*.

b. Be liable to be assigned to sea or shore units as detailed in BRd 3(1) Chapter 59 Section 11.

* Delete as appropriate

Signed: ..... Date: .....

Part 3 - Accelerated Technician Authority[4]

The Above-Named Rating has been transferred to the Selective promotion scheme and will be subject to promotion by Selection from the following date:

Date: .....

[3] A copy of the Certificate of Understanding Part B is to be given to the individual.
[4] The Certificate of Understanding Part B is to be retained by the ATA for a period of 3 years after the individual leaves the FT scheme.

The following actions have been completed;

- the individual has been fully briefed on implications of removal from Fast Track and has been advised of any ROS associated to the Qualifying Courses that have been completed.

- all Fast Track competences have been removed from JPA; and

- the Individual's Seniority Date has been agreed with the FTA and recorded in JPA.

Signed: ..... Rate/Rank: .....

Name: ..... Date: .....

ANNEX 73B

FAST TRACK (ESM) SELECTION INTERVIEW GUIDE

1. The Fast Track Selection Interview (FTSI) will take the following format:

a. **Board Introduction:** The FTSI president will introduce the board members and outline the requirements of the board.

b. **Self-Introduction:** Candidates will be asked to give a short brief on their personal history and career to date.

c. **Training and Career Development:** Candidates should be able to demonstrate outline knowledge of the LET/POET Qualifying Courses and an understanding of ET career stream development and promotional prospects. Candidates will also be expected to demonstrate awareness of the role of LET and POET.

d. **System and General Technical Knowledge:** Candidates will be expected to demonstrate a good knowledge of basic systems that are taught during Phase 2, using diagrams if appropriate. They must be able to demonstrate an aptitude and understanding of basic engineering principles in both mechanical and electrical disciplines.

f. **General Awareness:** Candidates will be expected to have an understanding of the organisational structure of MESM or WESM departments from ET through to command level. Additionally, they must have an appreciation of the Royal Navy in terms of current and future equipment, platforms and operations.

2. Examiners' Guidance

Hints and guidance given to FTSI examiners regarding the standards they should be delivering/expecting:

a. Guidance for all candidates.

b. Ability to communicate orally and in writing.

c. Able to discuss various issues in a clear and logical manner.

d. Good standard of mathematics, broadly equating to GCSE Grade C or above.

3. Questions should be based, where appropriate, around scenarios the individuals would be likely to encounter on board. Use of diagrammatic explanations is acceptable. Allowances should be made for Phase 2s who may lack on board experience and may not use the correct terminology.

4. WESM ET to LET Fast Track Interview Proforma

Name & Rate		**Course No**	
Official Number		**Date of Interview**	
Date Joined RN		**QEPO on JPA**	
Board President		**Board Member**	

1. Training & Career Development. *FT Candidates should be able to demonstrate/show:* • Understanding of FT and non-FT promotion timelines and qualifications. • What are the Leadership and Management differences between AB, LH and PO? • What is in the FT taskbook?	
Comments:	/5
2. General Technical Knowledge. *FT Candidates should be able to demonstrate/show:* General systems overview, including basic knowledge of: • SM Weapon systems and their Operational Capabilities. • Knowledge of internal and external communications, their capabilities and primary uses. • Combat System (i.e. how Sensors, Combat System and Weapon systems interact). • *****SWS System – General Overview.	
Comments:	/5
3. General Submarine Knowledge. *FT Candidates should be able to demonstrate/show:* • Types of S/M used by the RN and their primary roles. • Future platforms. • How does a S/M dive, surface and manoeuver? • Your role on board alongside and at sea. Describe your watchkeeping role and any other responsibilities: • Alongside. • At sea.	
Comments:	/5

4. Weapon Engineering Department. *FT Candidates should be able to demonstrate/show:* • Basic knowledge of TWS / *****SWS systems and sections. • WE Department Family Tree. • Where will they sit in the WE Department once Fast Tracked to LET?	
Comments:	/5
5. Motivation and Leadership. *FT Candidates should be able to communicate:* • Why do you want to be a Fast Track? • Why do you feel you should be given the opportunity to proceed through your career at an accelerated rate ahead of your peers? • What experience do you have of leadership / management / being in charge of others?	
Comments:	/5
6. Overall Performance on the Board: Using an online source ask 1 engineering logic or mechanical reasoning problem. Including (but not limited to): • Preparation, use of correct engineering terminology, effective communication skills, military bearing, general conduct, etc.	
Comments:	/5

Result: V STRONG / STRONG / SATISFACTORY / FAIL			/30
Comments:			
Board President	Name:	Signed:	Date:

Selected for FT Scheme	Yes / No
Date of FT Scheme Selection	

*SWS Personnel Only

5. MESM ET to LET Fast Track Interview Proforma

Name & Rate		**Course No**	
Official Number		**Date of Interview**	
Date Joined RN		**QEPO on JPA**	
Board President		**Board Member**	

1. Training & Career Development. *FT Candidates should be able to demonstrate/show:* • Understanding of FT and non-FT promotion timelines and qualifications, including all Taskbooks required to progress. • What are the Leadership and Management differences between AB, LH and PO, and where do they fit into the MESM department family tree? • What is your role onboard alongside and at sea?	
Comments:	/5
2. Technical Knowledge. *FT Candidates should be able to demonstrate/show:* General systems overview, including basic knowledge of: • SM Primary systems and their functions. • SM Secondary and Propulsion systems and their functions. • SM Ship systems and their functions. • Basic Engineering theory – Fridge cycle / electrical theory / ICE / HPAC, etc.	
Comments:	/5
3. General Submarine Knowledge. *FT Candidates should be able to demonstrate/show:* • Types of S/M used by the RN and their primary roles. • Future platforms. • How does a S/M dive, surface and manoeuver?	
Comments:	/5
4. Engineering Aptitude. Ask 1 Using an online source ask 1 engineering logic or mechanical reasoning problem.	
Comments:	/5

5. Motivation and Leadership. *FT Candidates should be able to communicate:* What is the role of an LET(MESM)? • Why do you want to be a Fast Track? • Why do you feel you should be given the opportunity to proceed through your career at an accelerated rate ahead of your peers? • What experience do you have of leadership / management / being in charge of others?	
Comments:	/5
6. Overall Performance on the Board: Including (but not limited to): • Preparation, use of correct engineering terminology, effective communication skills, military bearing, general conduct, etc.	
Comments:	/5

Result: V STRONG / STRONG / SATISFACTORY / FAIL			/30
Comments:			
Board President	Name:	Signed:	Date:

Selected for FT Scheme	Yes / No
Date of FT Scheme Selection	

ANNEX 73C

FAST TRACK SCHEME (ESM) - TERMS OF SERVICE AND FAILURE POLICY

1. Fast Track Terms of Service

a. The FT affords significant opportunity in terms of career progression at an earlier stage and that FT personnel will perform at a higher-than-average level of competence in all aspects of training and employment prior to achieving their next higher rate. The scheme is dependent on both the individual and the unit's organisation to maintain progress towards the next higher rate and to ensure this occurs the scheme will be externally assured, managed under revised terms of service and clearly defined failure policy.

b. Lack of progress within the scheme has the potential to prevent the achievement of the nominated Due Date and, therefore, it will be expected that FT personnel will be appropriately supported. The individual will be placed on warning in a timely manner to support recovery and indicate not only the failure, but the potential impact to the due date achievement. At all times a FT individual must maintain a positive recommend to remain on the scheme and for the next advancement. Any repeated training failure, CLM or NGT warnings or attitudinal problems will, in all probability, result in removal from the FT scheme.

c. Personnel selected FT during Phase 2 Training who remain on the scheme (subject to completing all eligibility criteria) will be advanced to LET. Further selection for FT to POET will be dependent upon both performances on the LET QC and recommendation to remain FT. The FT to POET scheme selection board will consider all those recommended from LETQC.

d. To ensure all FT personnel are fully aware of the changes to their Terms of Service on selection to the FT scheme (including, being advanced in lieu of selective promotion), individuals will sign a Certificate of Understanding (Part A). When signing, they confirm that they understand that, whilst on the FT scheme, they will not be considered at Selective Promotion Boards and also there may be occasions where the minimum time for assignment to sea and shore may not be achieved. On removal from the FT scheme, a Certificate of Understanding (Part B) will be completed and signed by the individual reversing the process, with an individual returning to Selective Promotion and minimal notice for future assignments.

e. FT Ratings will incur the same Training Return of Service (RoS) associated with QC, see Para 5304 and Table 53C. The RoS obligation is incurred from the start date of the course and will be applied, subject to Service needs irrespective of the final course outcome. Although RoS is incurred from the start of the course, the actual return of service will start on completion of LETQC or POETQC respectively. This will be the case for all FT personnel; individuals who are withdrawn from training, for whatever reason, or who effectively withdraw themselves from training, will have a period of RoS applied. As a rule, this period will be determined by the BM; taking into consideration the amount of course completed and any other mitigating factors.

2. FT Scheme Failure Policy

a. The failure policy is to be followed for all FT personnel and is aimed at ensuring individuals remain focussed on meeting the required of the FT scheme. Where it is evident that agreed targets will not be achieved, FT personnel are to be placed on warning in a timely manner to re-focus the individual and also highlight to the ATA the potential delay in the individual's progression.

b. There may be extenuating circumstances, both Service and Non-Service reasons, (see Para 6802) which may prolong an individual's time within the training pipeline. Delays may have an effect on the ability to meet progression to LET or POET within the expected time and in all circumstances the ATA should be informed at the earliest point.

c. The names of ratings that, for reasons of misconduct, incompetence, or lack of diligence, cannot be advanced within the set timescales are to be reported to ATA at the earliest opportunity with a recommendation on whether to be retained or removed from the FT scheme. SM or Training School staff are to seek the advice of the ATA during any escalation of warnings preceding the individual's due date for advancement.

3. Automatic Removal from the FT Scheme

The following occasions will be considered as reason for automatic removal from FT:

a. Submission of early termination request.

b. Not recommended for advancement.

c. Failure of Leadership Course (LRLC or SRLC), see Para 7.

d. Discipline resulting in disrating or career check.

e. Career break.

4. De-Selection from the FT Scheme

a. Once selected, an individual will remain on the FT scheme unless they:

(1) Submit formal request to be removed from the scheme to ATA.

(2) Fail to complete professional qualifications/requirements at sea within the prescribed timescales.

(3) Demonstrate professional and/or performance-related reasons for unsuitability.

(4) Are removed from the scheme following escalation of warnings for other professional, CLM or NGT reasons.

(5) Selected for UY/SUY Scheme (if failing on this scheme acceptance back onto the FT scheme will be on a case-by-case basis as determined by the relevant PM SO2).

b. On submission of a request for early termination an individual will be de-selected from the FT scheme. Unit Staff and Career Managers are to ensure they liaise with the ATA prior to accepting any notice to ensure that the individual is fully briefed on all aspects associated with removal from FT and serving notice, such as RoS and being employed at sea during the notice period.

c. When being de-selected from the FT scheme the ATA will ensure the following actions are completed and appropriate details are recorded on the Certificate of Understanding (Part B):

(1) Individual is to be fully briefed on all aspects of removal and future promotion will be by Selection.

(2) FT Certificate of Understanding (Part B), to be completed by the individual and ATA.

(3) ATA to remove the JPA FT competence.

(4) Individual's seniority date to be agreed with CM and recorded on JPA.

5. Volunteer for Removal from the FT Scheme

a. At any stage of the scheme an individual can volunteer to be removed from FT and revert to selective promotion. The process is detailed below, and all individuals should be fully advised of the changes to their career progression when transferred back to the selective promotion route. It is recommended this is carried out by the unit HOD or CM.

b. The request by an individual for removal from the FT scheme is to be forwarded to the ATA for review and consideration. The CM / ATA will provide career advice to the individual including any RoS requirement in relation to any training courses that have been completed. The process to be followed is indicated below.

(1) The FT Rating is to submit a formal request detailing the explanation why they wish to be removed from the FT Scheme.

(2) If the request for removal is associated with submission of Early Termination the ATA will liaise with the CM before advising the Rating and Line Manager on future employment plans.

(3) Where a request for removal is not associated with an Early Termination but occurs on LETQC or POETQC, cases will be treated individually and be subject to approval by the relevant BM.

c. Individuals removed from the FT will be career managed by their appropriate CM and be employed according to the needs of the Service.

6. Failure within Professional Qualifying Courses

a. FT personnel who fail during Phase 2, LETQC or POETQC will be managed by the Training Schools QC Failure Policy. All FT individuals are to be considered by the Training School for removal from the FT Scheme on achieving Tier 2 / Level 2 Warning.

b. Back class for FT personnel is only to be considered for exceptional reasons outside of any professional training failure. Where back class is necessary then the individual case will be reviewed by the Training School, ATA and CM to assess the impacts to the individuals training. Where a FT individual is being back classed then following liaison with the ATA the Training School will review the circumstances of the back classing and consider on a case-by-case basis if the individual is to remain on the FT scheme.

c. Where FT personnel fail or miss course module(s) then the Training School policy is to be followed in reprogramming modules. Where a module(s) has been missed then the ATA is to be notified in all cases. Whether an individual remains on the FT scheme will be reviewed on a case-by-case basis, with the final decision being made between the Training School, CM and the ATA.

7. Failure of Leadership Courses

a. As Fast Track ratings it is expected that all FT personnel will allocate sufficient time and preparation to pass the necessary leadership courses that are the standard for the rank for which they have been recommended.

b. Those FT personnel who fail to pass LRLC or SRLC may be de-selected from the FT scheme for not meeting the standard of leadership expected at their rank. In exceptional cases and where there is sufficient mitigation and a recommend to return to leadership course by Royal Navy Leadership Academy (RNLA) Staff a de-selection from the FT scheme waiver may be considered. This must be approved by the ATA.

c. On removal from the FT scheme following failure at LRLC or SRLC the individual will be transferred to the selective promotion route at their current rank (i.e. on failing LRLC the rating will remain as an ET1). The individual must then seek promotion by selection and will be planned to attend leadership only after further selection for the next higher rate.

8. Fast Track Scheme Rules Regarding Failure

The details given in Table 73C-1 provide reasons for failure and the associated actions to be taken. All instances will be reviewed on a case-by-case basis by the training School in consultation with the ATA. Where an individual is removed from the FT scheme, the ATA will complete all relevant actions for the removal of the individual from the FT scheme.

Table 73C-1. Fast Track Scheme Rules Regarding Failure

Training Point	Reason for Failure	Actions to be completed on Removal from Fast Track (Note 10)
Phase 2 Training	NGT Failure (See Para 5750) Below 90% ETICC and 85% SMQ average score or training school equivalent during Phase 2 Module Assessments not achieved (Note 1) Back Classed (Note 2) Failure of academic Module(s)	Transferred to Selective Promotion Continue in Phase 2 training (Note 3) Future assignment by CMC
Sea Employment as ET2 and ET1	Competence as an ET not achieved within 9 months sea service. Removal of FT Recommend (Note 9) Not complete MESM / WESM Taskbook	Transferred to Selective Promotion Remain at sea as ET Warning levels to be adjusted (Note 4) Assigned by CMC (Note 5)
LRLC	Failure of LRLC (See Para 6908)	Transferred to Selective Promotion Not to proceed to LETQC Assigned back to CMC and sea as ET1 (Note 7)
Phase 3 Training LETQC	NGT Failure (See Chap 57) Below 75% average score, or training school equivalent during Module Assessments not achieved (Note 1) Back Classed (Note 2) Removal of FT Recommend (Note 9)	Transferred to Selective Promotion Assigned back to CMC as ET1 (Note 8)
Sea Employment as LET	Competence as a LET not achieved within 18 months sea service. Removal of FT Recommend (Note 9)	Transferred to Selective Promotion Remain at sea as LET Warning levels to be adjusted (Note 4) Assigned by CMC (Note 5)
SRLC	Failure on SRLC (See Para 6908) Pre course documentation in-complete for SRLC (Note 6)	Transferred to Selective Promotion Not to proceed to POETQC Assigned back to CMC as a LET (Note 7)
POETQC	NGT Failure (See Chap 57) Below 75% average score, or training school equivalent during Module Assessments (Note 1) Removal of FT Recommend (Note 9)	Transferred to Selective Promotion Assigned back to CMC as a LET (Note 8)

Notes:

1. FT personnel are expected to demonstrate the higher levels of competence at all times. Failure to sustain this level or failure of any re-sit examination will be reviewed by the Training School, ATA and relevant CM on a case-by-case basis and may result in removal from the FT scheme but not necessarily from the qualifying course. In-service selection to the FT scheme requires a course academic average not below 90% throughout ETICC. The SMQ course average must not be below 80% to avoid training school warning, however it is expected for FT personnel to achieve over 85% to maintain FT status.

2. Where it is deemed necessary, but only in exceptional circumstances, a FT may be back classed. When back classed the individual's seniority and due dates may be adjusted accordingly as directed by the relevant CM and ATA.

3. An individual shall continue in Phase 2 Training following failure at the discretion of the Training Officer.

4. Where warning levels have been issued due to an individual failing to achieve their planned progress on the FT scheme these warnings are to be reviewed upon removal from the FT scheme and transfer to Selective promotion and removed as appropriate. Where a warning is deemed necessary within the selective promotion also then it is to remain. Full clarification from the relevant CM and ATA should be sought by units.

5. On removal from the FT scheme and transfer to Selective promotion whilst serving at sea the relevant CM or CMC is to ensure the individual remains in post unless the warning level dictates otherwise. The individual's seniority will remain that of any previous Due Date and it will be necessary to adjust all future availability dates.

6. Where an individual has failed to prepare for a leadership course which is assessed as being due to Non-Service Reasons within an individual's control, the individual is to be removed from the FT scheme.

7. On failure at LRLC or SRLC and following removal from FT Scheme it is to be recognised that the individual will have completed less time at sea than those on selective promotion. It is therefore expected that these individuals will be assigned back to sea at the earliest opportunity by the relevant CM or CMC.

8. It is assumed that the failure occurs before any due date for advancement to NHR and by not completing QC the individual is therefore not eligible for advancement. All cases will be dealt with on an individual basis by the ATA and the relevant CM.

(Continued)

Notes: (Continued):

9. Where an individual is selected for FT, but subsequently does not perform to the required standards on the higher qualifying course their Divisional Officer (ET CC or QC), HOD (Employment) or Training Officer (LETQC, POETQC) may make a recommendation for the individual to be removed from the FT scheme to the ATA and relevant CM.

10. On failure and removal from FT the ATA will complete all necessary actions and will also liaise with relevant CM or CMC regarding future employment and assignments. Where necessary the CMWO1 will advise on individual cases.

ANNEX 73D

ET(MESM) FAST TRACK TASKBOOK

Part 1 - Individual's Details

Full Name (in Capitals)	Service No.	Rate

MEMOC Task No	Requirement	MEMOC Pg No	Name (Training Co-ordinator)	Signature	Date
NA	Qualify SMQ/BSQ	NA			
MEMOC PARTS A & B:					
NA	Qualify and keep a minimum of 20 watches as MMSWk	NA			
NA	Qualify and keep a minimum of 15 duties as SDWk	NA			
1.3	Conduct rounds as an on-watch ET(MESM)	3.3			
1.4	Conduct daily and weekly Safety Checks	3.4			
1.5	Operate machinery during machinery breakdown drills	3.5			
2.1	Conduct electrical maintenance	4.3			
2.2	Conduct mechanical maintenance	4.6			
2.3	Operate the Maintenance Management System	4.11			
5.1	Participate in bulk liquids embarkation	5.3			
7.8	Rig and derig shore supply services	5.8			
7.10	Carry out Whole Ship evolutions	5.9			
8.1	Act as a member of the NBC organisation	5.10			

MEMOC PART C[1]:					
2.4	Assist with Primary mechanical system maintenance	4.11			
2.5	Assist with Primary electrical system maintenance	4.12			
2.6	Assist with basic fault diagnostics and maintenance of Secondary mechanical systems	4.13			
2.7	Assist with basic fault diagnostics and maintenance of Secondary electrical systems	4.14			

ET(MESM) RPS Check			
Requirement	**Name (TC)**	**Signature**	**Date**
Achieve RPS			

Level 2 Apprenticeship in Engineering[2]			
Requirement	**Name (TC)**	**Signature**	**Date**
Complete Apprenticeship Portfolio			
Achieve Gateway			
Complete End Point Assessment			

Part 2 - Declaration

The tasks listed above have been successfully completed[3]. The FT candidate has demonstrated the following:

a. Gained sufficient experience to progress on to the LETQC.

b. Continues to demonstrate the potential to perform satisfactorily as an LET(MESM) following further training.

c. Is recommended to attend LETQC.

Signed (MEO): ..... Rank: .....

Name (in capitals): ..... Date: .....

[1] JPA competences for MEMOC(Full) and OPS ET(MESM) to be awarded.
[2] IAW Apprenticeship Portfolio, Maritime Electrical/Mechanical (ETME)
[3] It is accepted that due to programme and time constraints not every element of the MEMOC C tasks may be achieved. The MEO must ensure that best endeavours have been made and every opportunity to achieve training is taken.

ANNEX 73E

ET(WESM) FAST TRACK TASKBOOK

Part 1 - Individual's Details

Full Name (in Capitals)	Service No.	Rate

All					
		Training Coordinator			
Task No	Requirement	Target Date	Name	Signature	Date
A1	Qualify SMQ / BSQ				
Level 2 Apprenticeship in Engineering[1]					
A2	Complete Apprenticeship Portfolio				
A3	Achieve Gateway				
A4	Complete End Point Assessment				

SWS					
		Training Coordinator			
Task	Requirement	Target Date	Name	Signature	Date
S1	Complete Part 1 Section 1 of Taskbook (Whole Ship Tasks)				
S2	Complete Part 1 Section 2 of Taskbook (SWS Mandatory Watchkeeping Tasks)				
S3	Complete Part 1 either Section 3 or 4 of Taskbook (Navigation or Launcher) and Section 5 (Fire Control)				
S4	Qualify as MCC Technician and either MC or Nav Technician -and keep a minimum of 20 watches.				
S5	Pass RPS Check (JPA competence 'OPS at ET(WESM)' to be awarded)				

[1] IAW Apprenticeship Portfolio, Maritime Mechanical & Electrical Mechanic (Level 2) (WESM)

TWS					
			Training Coordinator		
Task	**Requirement**	**Target Date**	**Name**	**Signature**	**Date**
T1	Complete Section 2 Part 1 of Taskbook (Whole Ship Tasks)				
T2	Complete Section 2 - Part 2 Tasks 1 – 13				
T3	Complete ET2 Safety Check				
T4	Complete Section 2 - Part 3 Tasks 14-33				
T5	Qualify as Fwd Staff / Duty Fwd Tech JR and keep a minimum of 20 watches/duties.				
T6	Pass RPS Check (JPA competence 'OPS at ET(WESM)' to be awarded)				

CIS					
			Training Coordinator		
Task	**Requirement**	**Target Date**	**Name**	**Signature**	**Date**
C1	Complete Section 2 Part 1 of Taskbook (Whole Ship Tasks)				
C2	Complete Section 2 Part 2 of Taskbook Complete Task 1 – 12				
C3	Complete ET2 Safety Check				
C4	Complete Section 2 - Part 3 Tasks 14-39				
C5	Qualify as Fwd Staff / Duty Fwd Tech JR and keep a minimum of 10 watches / duties.				
C6	Pass RPS Check (JPA competence 'OPS at ET(WESM)' to be awarded)				

Part 2 - Progress Review

Review Dates	**Dept Training Coord Comments** to include Progress assessment (strengths/weaknesses), Taskbook feedback, Review of training targets including associated risks or need for rescheduling.	**Training Co-Ord Signature**	**Rating Signature**
Month 1 Date:			
Month 2 Date:			
Month 3 Date:			
Month 4 Date:			
Month 5 Date:			
Month 6 Date:			
Month 7 Date:			
Month 8 Date:			
Month 9 Date:			
Month 10 Date:			
Month 11 Date:			
Month 12 Date:			
Month 13 Date:			
Month 14 Date:			
Month 15 Date:			
Month 16 Date:			

Part 3 - Declaration

The tasks listed above have been successfully completed and the JPA competence ‘OPS at ET(WESM)’ has been awarded. The FT candidate has demonstrated the following:

a. Gained sufficient experience to progress on to the LETQC.

b. Continues to demonstrate the potential to perform satisfactorily as an LET(WESM) following further training.

c. Is recommended to attend LETQC.

Signed (WEO): ..... Rank: .....

Name (in capitals): ..... Date: .....

ANNEX 73F

FAST TRACK (ESM) WARNING PROFORMA

Full Name	Service Number	Parent Unit
Training Coordinator	**Divisional Officer**	**HOD**

Date Initial Training Coordinator's Warning Issued		**Review Date**	
Date Level 1 Divisional Officer's Warning Issued		**Review Date**	
Date Level 2 HOD's Warning Issued		**Review Date**	
Date Unit Recommendation for Removal from Fast Track Scheme sent to ATA(SM)		Include this proforma with submission letter / email.	

Details of shortcoming that may result in removal from the Fast Track Advancement Scheme			
Remedial Actions Required by next Review			
TC/DO/HOD Name		**Date**	
TC/DO/HOD Signature			

I acknowledge that I have been placed on TC/DO/HOD warning/recommended (*delete as appropriate)* for removal from the Fast Track advancement scheme due to the shortcomings detailed above. I understand the remedial actions required by the above stated review date and that failure to achieve the required improvement may result in my removal from the Fast Track scheme.

Signed: ..... Date: .....

ANNEX 73G

ACCELERATED APPRENTICE (SM) WARNINGS AND FAILURE POLICY

INTRODUCTION

1. The AA(SM) procedures will follow Initial Training Warnings (ITW) (see Paras 5747-5751) and mirror standard warning policies in place for the Phase/Lead School. Where variations to the general population of trainees exist, they will do so due to the following:

a. The bespoke courses on the AA(SM) pipeline.

b. The infrequency of AA(SM) intakes and thus the limited opportunity to back class AA(SM) trainees. This means that failure often holds a more serious implication than it would for an ET and this should be taken into consideration. To monitor this, the ATA(SM) are to be informed at the earliest opportunity of warnings issued for either professional performance or Naval General Training (NGT).

c. Conducting Phase 3 courses whilst still on the Untrained Strength (UTS).

2. Throughout this document AA(SM) trainees will be classified in the following way:

a. Phase 1 until completion of Initial Naval Training (INT).

b. AA(SM) are Phase 2 trainees until completion of SMQ (Dry) and ME 180 and are Phase 3 trainees thereafter.

3. For AA(SM) trainees, both professional and NGT warnings[1] may be used in the following circumstances:

a. Professional warnings may be issued if a trainee fails to progress as expected. Reasons may include, but are not limited to:

(1) Failure to meet the academic standards.

(2) Failure to meet expected progress.

(3) Failure to comply with safety or instructional rules.

b. NGT warning may be issued if the trainee fails to meet the standards expected of a probationary LET. These may include, but are not limited to, the following:

(1) Failure to demonstrate the correct attitude of an LET.

(2) Disruptive, disobedient or inappropriate behaviour.

(3) Poor punctuality.

(4) Any discipline issues.

[1] Para 5747.

4. Phase 1 Warnings Policy

AA(SM) trainees will fall under the same warnings policy as all trainees during INT. It should be noted that the back classing of AA(SM) recruits will be by exception and at the BM's discretion.

5. Phase 2 Warnings Policy

For the duration of this phase the AA(SM) trainees are to be managed as per the Lead Schools' warnings policy with the inclusion of the following considerations:

a. **Transfer of Warnings.** Additional considerations are to be made on the following courses:

(1) **Enabling Course.** The Chain of Command will review NGT warnings and reduce them to zero if the trainee has displayed the correct attitude and gained no further warnings related to NGT – this reduction is at the discretion of the Chain of Command in conjunction with the issuing officer. If not enacted, the trainee will carry the NGT warning to the next phase for review after a minimum of one month and a maximum of 3 months.

(2) **SM Shore Phase.** In case of an AA(SM) trainee completing SM Shore Phase with a Level 1 or Level 2 Warning, the warning will be removed. If a trainee completes SM Shore Phase with a Level 3 Warning in place, then the ATA(SM) will consider implementing the Phase 2/3 failure policy. If it is deemed that sufficient progress has been made, the Level 3 Warning will be removed, however if it is deemed that the shortcomings have not been met then the trainee will retain the Level 3 Warning to LETQC, where it will be reviewed after 3 months. Throughout this review period further shortcomings will not increase the warning but will be recorded. All evidence gathered will be used at the review date to either remove the warning, if appropriate, or implement the failure policy.

b. Formal progress checks are to be conducted to ensure the AA(SM) trainees are progressing as expected. Failure to meet these expectations should attract professional training warnings.

6. Phase 3 Warnings Policy

AA(SM) trainees are UTS until completion of their specialist maintainer courses, following LETQC and LRLC (whereas their Select-Train-Promote counterparts are GTS). While UTS, all AA(SM) trainees remain subject to the standard Initial Training Warnings (ITW). In all other respects, they are to be managed in the same way as their S-T-P counterparts.

7. Phase 2 and 3 Warning Reviews

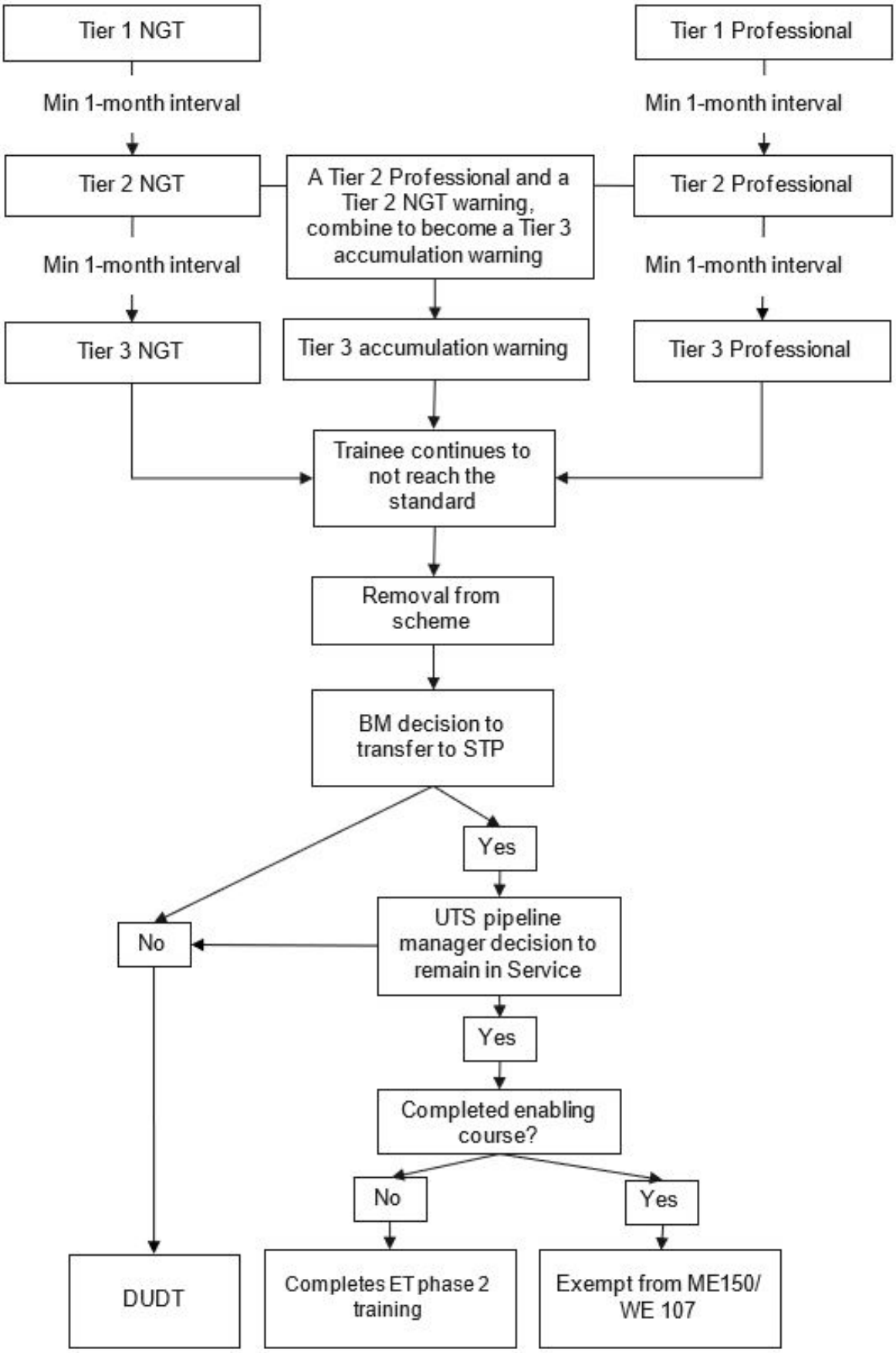
All warnings in Phases 2 and 3 should be reviewed every 1-3 months to ensure they remain valid. Despite this, additional warnings may accrue during the review period. There should, however, be a minimum interval of one month between issuing of warnings of the same type to ensure the trainee has time to address their failings. The reasons for issuing NGT and professional warnings are described in Para 3. The two warning types are discrete and used to address different failures in training. For that reason, at Tier 1, NGT and professional warnings are discrete and have no influence on each other however, in accordance with Chapter 57, if an AA(SM) trainee accrues a Tier 2 warning in both categories simultaneously, there is an automatic escalation to an accumulated Tier 3 warning. For AA(SM)s for each warning issued or escalated the ATA(SM) is to be notified. For AA(SM)s the warning proforma in Ch57 Annex D is to be used, this will be backed up by the ATA(SM) using the ATA(SM) warning proforma at Annex 73P.

8. Removal From AA Scheme Resulting From Warnings

If the AA(SM) trainee fails to maintain the required standard whilst on a Tier 3 warning, with authorisation from the Branch Manager (BM), they may be removed from the AA(SM) scheme and the actions followed in Para 14. In recognition of the need for timely action within the course, AA warnings do not require the raising of supporting appraisal reports. Instead, the AA(SM) progress warning proforma[2] is completed.

[2] CH 73 Annex 73P.

Figure 73G-1. AA(SM) Removal from Scheme (Warnings)



9. Removal From AA(SM) Scheme Resulting From Excessive Delay In Training

a. To minimise risk and allow the re-allocation of spaces on downstream courses, AA(SM) trainees may be removed from their associated scheme. If the trainee is unlikely to fulfil the necessary requirements within an additional 52 weeks of the standard scheme length, the removal may be authorised by the BM. If an AA(SM) trainee is expected to meet their required training timeline by an excess of 52 weeks, outside of service reasons, they may be removed from scheme. If the 52-week delay is anticipated, the decision to remove a trainee from the scheme may be made before the 52-week limit has elapsed. The 52 weeks may be an accumulation of time over the training period and need not run consecutively.

b. The 52-week limit may include the inability of a trainee to undertake training due to an MND/MLD medical category or exceptional compassionate case. If the medical category is attributed to a service induced injury, the delay in training does not contribute towards the 52-week limit. For clarification, whether an issue is attributable to the Service, guidance should be sought from JSP 765[3]. The compassionate issue or medical category preventing training may be a combination of MND, MLD and compassionate leave and need not necessarily consist of 52 weeks of a singular type. Under the rules stipulated in JSP 760[4], pregnancy is a protected trait. Any periods of maternity/paternity leave do not count towards the 52 weeks accumulated total.

c. If an AA(SM) trainee is removed from the scheme, with authorisation from the BM, the individual may be offered a branch transfer to the Select, Train, Promote (STP) stream. The request is sent by the ATA(SM) to the NAVY TRG HQ-PM RATINGS MANAGER (NAVY PEOPLE-TRG TMG HQ SO2 UTSPM) for authorisation[5]. If the transfer is not authorised or the trainee declines the transfer, the result will be DUDT.

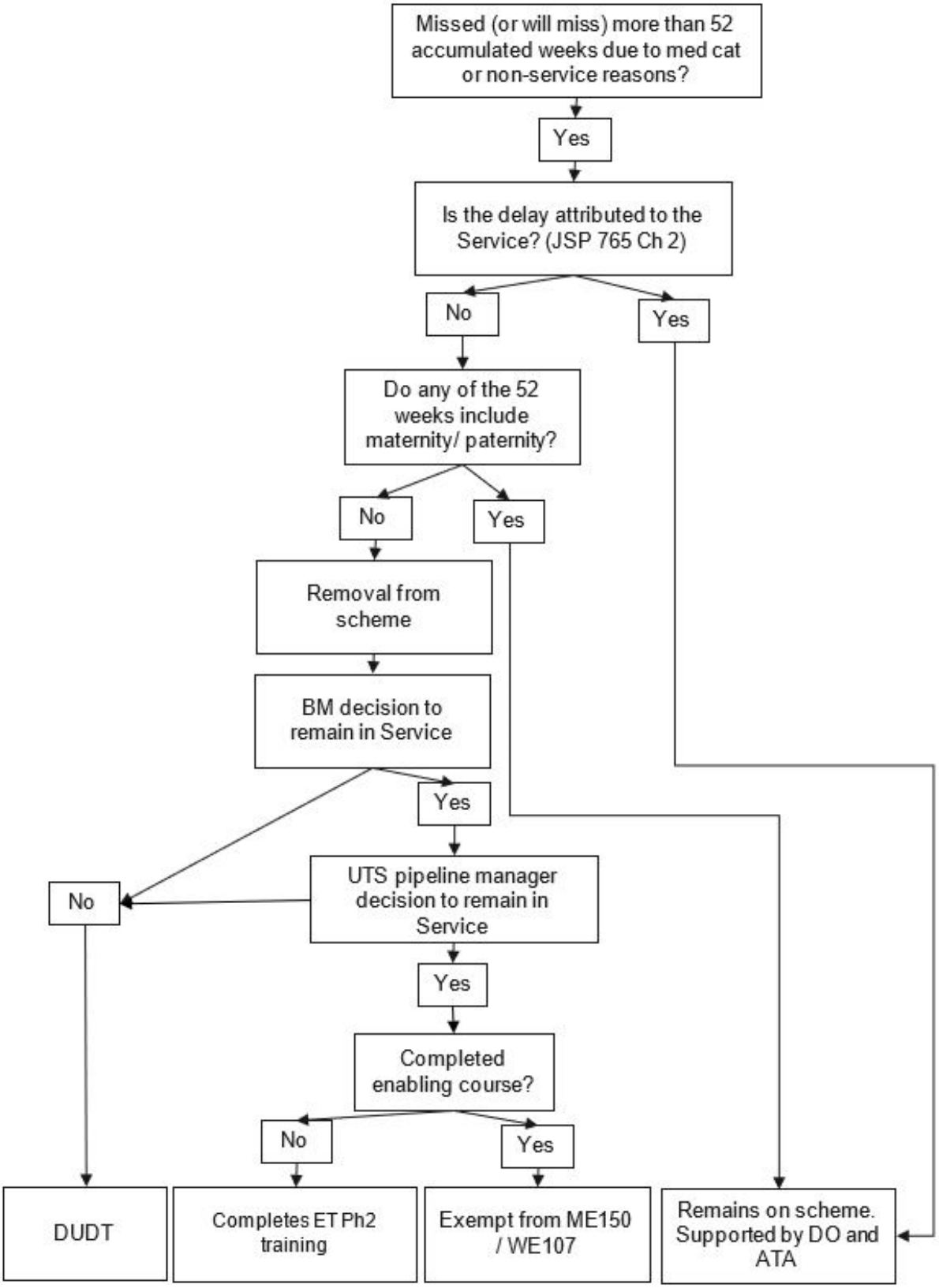
d. Should an AA(SM) trainee choose to transfer voluntarily to the STP stream, the standard authorisation process will be followed at Para 5116.

e. Individuals removed from the scheme will be awarded the rate of AB2 and paid at the level appropriate to their time in service, to show consideration of their previous years' service. Any removal from the AA(SM) scheme will not affect their opportunity to apply for FT in the future after completion of LETQC. Removal from the AA(SM) scheme will prevent any future internal entry into the AA scheme.

f. Individuals removed from AA(SM) scheme must have completed either ETICC or LETQC in order to be employed onboard as an ET2 MESM / WESM.

[3] JSP 765 Ch 2
[4] JSP 760 Ch 24.9
[5] BR3 Ch 5112

Figure 73G-2. AA(SM) Removal from Scheme (Excessive Delay in Training) Flowchart



10. Phase 1 Failure Policy

a. AA(SM) trainees will be subject to the same failure policy during Phase 1 as all other trainees with the following options available following the recommendation from the Phase 1 staff:

(1) DUDT.

(2) Re-categorise to ET at the BM's discretion.

(3) Branch transfer at the BM's discretion. Individuals have no automatic right to be offered a branch transfer when on the UTS and, although they can request a particular branch, availability will depend on the needs of the Service.

b. **Medical or Welfare Failure to Complete Training.** If, due to medical or welfare reasons, an AA(SM) trainee does not complete INT in time for the start of their Phase 2 Training, they are to be managed by the BM/ATA on a case-by-case basis. Options available include the following:

(1) DUDT with the option of re-applying if eligible.

(2) Continue INT when fit and do the full Phase 2 courses but remain AA(SM).

(3) Holdover until the next AA(SM) entry.

11. Phase 2 Failure Policy

a. The options as a result of failure on the bespoke elements of the AA(SM) pipeline are as follows:

(1) **DUDT.** As all AA(SM) trainees will be on the UTS, due to MOD policy for Care of Trainees, administration of DUDT can only be undertaken by the CO or Head of a Training Establishment.

(2) **Offer of Branch Transfer.** In the case of any AA(SM) facing DUDT, the relevant BM will consider whether the individual is suitable for another branch or specialisation. The trainee's DO must make a firm recommendation before a branch transfer is considered by the BM.

(3) **Retained AA(SM).** Retained by the BM and continue the AA(SM) pipeline on risk or offered an extension of their current phase - both options are by exception.

b. **Failure due to Medical or Welfare Reasons.** If the AA(SM) is deemed capable of recovering the following options will be considered on a case-by-case basis:

(1) Holdover until the next AA(SM) entry.

(2) Continuance of training with bespoke management by the ATA(SM) to compensate for lost training.

(3) Offer of Re-Categorise to ET within the ESM Branch.

c. If, for medical reasons, an AA(SM) trainee cannot complete Phase 2 Training and is judged to be incapable of recovering to full medical fitness, the RNMBOS process will be enacted to remove that trainee from training under DUDT procedures.

d. **Developing Leaders Course (DLC).** All AA(SM) trainees will complete DLC prior to LETQC. The AA(SM) Trainee's DO will be notified of any shortcomings. In the event of a complete failure, remedial action will be decided by the ATA(SM) in conjunction with DLC staff.

12. Phase 3 Failure Policy

a. If an AA(SM) trainee fails a Phase 3 Training course, following normal re-sit opportunities, the ATA(SM) will liaise with the BM and the training establishment to determine a suitable course of action, on a case-by-case basis. As AA(SM) trainees are on the UTS they cannot be 'Returned to Unit' (RTU). The options in Para 14 remain extant but considerations should be made for back classing as these are standard S-T-P courses at the end of the pipeline and thus there is increased flexibility. This will be reviewed by the BM on a case-by-case basis.

b. If an AA(SM) trainee cannot proceed on their current LETQC due to reasons beyond their control e.g. medical downgrading, they are to be locally managed to facilitate the completion of the required modules in as timely a manner as possible. This may result in the trainee being back-classed into the next available Qualifying Course.

13. AA Failure At Leadership Course

a. Whilst attending leadership courses AA(SM) trainees are subject to Royal Arthur Squadron's warning process. This is a standalone process and, as such, any warnings that may be received whilst on leadership course will not accumulate with existing training warnings from the AA(SM) training pipeline. Time spent in a medical category rendering the trainee unable to attend leadership training, however, will count towards the 52 weeks training delay limit (Para 9).

b. If an AA trainee fails the written assessments and presentation elements of LRLC, then further progress on the AA(SM) scheme will be at the discretion of the BM. If an AA(SM) fails LRLC at the end of the final week they will continue with professional training on LETQC but must also retake and re-sit the Week 4 assessment. The period at which that individual will be able to return and complete LRLC will be managed by the ATA(SM), in consultation with RNLA and Phase 3 Qualifying Course lead school. Failure of AA(SM) trainees to complete LRLC successfully at a 'second' attempt, not arising from medical grounds, will lead to DUDT. The transfer of failed AA(SM) trainees to the STP stream may be applied, as detailed at Para 14.

14. Removal From AA(SM) Scheme

a. If an AA(SM) trainee is removed from the scheme, with authorisation from the BM, the individual may be offered a branch transfer into the Select, Train, Promote (STP) stream. The ATA(SM) is to send a request to the NAVY PEOPLE-TRG TMG HQ SO2 UTSPM for authorisation[6]. If the transfer is not authorised, or the trainee declines the transfer, the result will be DUDT.

b. Should an AA(SM) trainee choose to transfer voluntarily to the STP stream, the standard authorisation process in Para 5116 will be followed.

c. The individual will be awarded the rate of AB2 and paid at the level appropriate to their time in service. Any removal from the AA scheme will not affect their opportunity to apply for FT in the future after completion of LETQC.

d. Individuals removed from AA(SM) scheme must have completed either ETICC or LETQC in order to be employed onboard as an ET2 MESM / WESM.

[6] Para 5116.

ANNEX 73H

UNDERGRADUATE APPRENTICESHIP SCHEME WEAPON ENGINEER (SUBMARINES) (UGAS WESM) - OVERVIEW

1. The Undergraduate Apprenticeship Scheme (UGAS) aims to significantly accelerate the advancement of appropriately able and specifically recruited ET candidates to qualify and serve as POET Operator and Maintainers in submarines. During Phase 2 training the scheme streams candidates as either as Marine Engineer (Submarines) technicians under UGAS(MESM) or Weapon Engineer (Submarines) technicians under UGAS(WESM).

2. UGAS has two different categories of membership, 'New-to-Service' and 'In-Service.' The scheme is primarily designed to attract New-to-Service personnel although it has invited applications from In-Service candidates. Opportunities for In-Service personnel to apply are promulgated by RNTM when In-Service places become available.

3. UGAS(WESM) involves a commitment of approximately 8½ years from New-to-Service candidates which can be summarised as follows:

a. Approximately 4 years of Initial Training, SMQ, LET(WESM) and POET(WESM) career/specialist courses. It also includes some sea experience as a qualified LET(WESM).

b. Approximately 3½ years sea-service, which must include a minimum of 3 years qualified service as a POET(WESM).

c. One-year in-service BEng(Hons) Engineering Degree at the University of Portsmouth.

4. At the end of the scheme candidates have the following options:

a. Request to transfer to the standard ET career pipeline and continue progression with the ET(WESM) cadre.

b. If an AIB pass has been achieved during the engagement and they are selected, join BRNC as a prospective WESM Engineer Officer.

c. Leave the Service in accordance with the Tailored Career Contract. Note that the BEng degree does not attract a Return of Service for UGAS candidates.

5. Candidates are required to inform the ATA(SM) of their end of scheme option prior to the start of their University degree, as described in Annex 73O.

6. Recruitment of UGAS(WESM) Candidates

a. Candidates join as ESM and are streamed MESM or WESM during Phase 2 training.

b. New-to-Service members join the Service on a Tailored Career Agreement (Example at Annex 73L).

c. The UGAS scheme ceased recruiting personnel in 2021.

7. Assignment of UGAS(WESM) Personnel

a. UGAS(WESM) candidates are assigned by the same career management authorities that assign Select Train Promote (STP) personnel, although the ATA(SM) will liaise with CMs to advise on scheme requirements. UGAS(WESM) career pipelines are provided below, with further details in Annex 73M, which can be used to inform assignment decisions.

b. UGAS(WESM) personnel complete the career pipeline as below.

c. Prior to LETQC, UGAS(WESM) personnel will indicate their preference to the ATA(SM) and on JPA in the normal manner and are streamed TWS Weapons, TWS Sensors, CIS or SWS by the Career Manager to suit the needs of the Service.

Table 73H-1. UGAS(WESM) Career Pipeline

	Course No	Title	Establishment
1	-	Phase 1 Training	HMS RALEIGH
2	-	SMQ	HMNB Clyde/Devonport as appropriate
3	-	Submarine Support Group (including RNLA 200 - Developing Leaders Course and ME 180 – UGAS Enabling Course)	HMNB Devonport (RNLA / HMS SULTAN)
4	WE214X	Leading Engineering Technician (WESM) Qualifying Course LET(WESM)QC	HMS COLLINGWOOD
5	RNLA 102	Leading Rates Leadership Course	RNLA
6	-	Specialist Training - TWS Weapons, Sensors, CIS or SWS Launcher, Fire Control Supervisor Course as required	RNSMS / ATF / TTF
7	-	Sea Training Phase to qualify BSQ and LET(WESM) watchkeeper (approx 12 months)	Submarine
8	WE316	Petty Officer Engineering Technician (WESM) Qualifying Course POET(WESM)QC	HMS COLLINGWOOD
9	RNLA 103	Senior Rates Leadership Course	RNLA
10	-	Specialist training as required for next Sea Assignment	RNSMS / ATF / TTF
11	-	Sea Delivery Phase to qualify and serve as a POET(WESM) (approx 42 months including min 36 months as qualified POET(WESM))	Submarine
12	-	Portsmouth University Top Up Degree Course	Portsmouth University

8. Monitoring and Management of UGAS(WESM) Candidates

a. The Accelerated Technician Authority(SM) (ATA(SM)) will monitor the progress of UGAS(WESM) candidates through liaison with Divisional Officers, CMs and Line Managers. UGAS(WESM) candidates remain subject to the normal warning procedures regarding lack of progress. However, DOs/LMs should contact the ATA(SM) if a scheme candidate becomes subject to such procedures as additional UGAS actions may be required.

b. UGAS(WESM) candidates are accelerated to POET upon qualification as a POET(WESM) watchkeeper (see Para7307). It is incumbent upon Divisional Officers/Line Managers to provide scheme candidates with appropriate mentoring and to ensure candidates undertake a wide range of development opportunities which support their ultimate aim of becoming Senior Ratings.

c. In the event that a DO/LM has concerns regarding a candidate's continued suitability for UGAS(WESM), they should contact the ATA(SM) as soon as is practicable to agree an appropriate course of action.

d. The ATA(SM) manages the scheme to the requirements of the Navy People WESM Workforce Planner. The ATA(SM) are responsible for the scheme's Concept of Operations including its terms and conditions and Units/DOs/LMs should contact the ATA(SM) for specific advice about the scheme as the need arises.

9. UGAS Warning System

a. In addition to the conventional warning procedure contained within Chapter 57, UGAS Engineering Technicians (ETs) also become subject to the UGAS Warning System once they have completed Phase 1 training, until the end of their involvement in the scheme. This warning system is designed to explain the process and consequences that might arise should an individual continue to fail to meet the high professional and personal standards expected of a UGAS candidate. It ensures that the candidate's shortfalls and recovery requirements are clearly identified, understood and acknowledged by the individual, while allowing a reasonable period of time to allow the required improvement.

b. DOs, training providers and line managers of UGAS ratings should inform the ATA(SM) of any concerns with individual's performance and any instance where a standard training/professional warning has been issued. The ATA(SM) will determine if additional UGAS associated action is required.

c. In order to de-risk the scheme and allow re-allocation of spaces on downstream courses, the UGAS Warning System allows removal of candidates if they are unlikely to achieve POET in a timely manner, for either technical/academic or CLM failings.

d. UGAS warnings follow a 3-tier structure (Verbal, Written and Final) and are issued and recorded by the ATA(SM) utilising the UGAS Warning Proforma at Annex73P. UGAS Final Warnings can, in accordance with the tailored career agreement, result in a rating's removal from the scheme. If warranted, the ATA(SM) may issue higher level warnings without first issuing any lower tier warnings. Appeals against warnings are considered by the Navy People WESM Workforce Planner.

e. **Issue of Verbal Warning.** If a UGAS candidate's performance fails to meet UGAS standard the ATA(SM) may initiate a formal review of the candidate's performance. This may result in a Verbal Warning to the candidate which will detail the problem(s); the proposed solution; the timescale for review; the future process; and the likely consequences, where improvement is not forthcoming.

f. **Verbal Warning Review.** The usual period of review for a Verbal Warning is 3 months. At the end of the review period, the ATA(SM) will again formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either remove the Verbal Warning from the candidate's UGAS record or escalate the warning to a Written Warning. In exceptional circumstances, the ATA(SM) may extend the review period for the Verbal Warning. Further failings in a candidate's performance may also warrant escalation to an immediate Written Warning.

g. **Issue of Written Warning.** If escalation is required, the ATA(SM) will issue a Written Warning to the candidate which will reiterate the on-going problem; the proposed solution; the timescale for review; the future process and the likely consequences if improvement is not forthcoming. The narrative will substantiate the escalation of the UGAS warning by elaborating on the Subject's prevailing weaknesses and/or unsatisfactory professional effectiveness. The candidate is to certify in writing that they understand why the UGAS Warning has been escalated and the advice given. The Written Warning will be retained by the ATA(SM) and the rating's DO, along with a copy provided to the candidate.

h. **Written Warning Review.** The usual period of review for a Written Warning shall be 3 months. At the end of the review period, the ATA(SM) will again formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either remove the Written Warning from the candidate's UGAS record or escalate the warning to a Final Warning. In exceptional circumstances, the ATA(SM) may extend the review period for the Written Warning. Further failings in a candidate's performance may also warrant escalation to a Final Warning.

i. **Issue of Final Warning.** If further escalation is required, the ATA(SM) will issue a Final Warning to the candidate which will reiterate and the on-going problem; the proposed solution; the timescale for review; the future process and the likely consequences, if improvement is not forthcoming. The narrative will substantiate the escalation of the UGAS warning by elaborating on the Subject's prevailing weaknesses and/or unsatisfactory professional effectiveness. The candidate is to certify in writing that they understand why the UGAS Warning has been escalated and the advice given. The Final Warning will be retained by the ATA(SM) and the rating's DO, along with a copy provided to the candidate.

j. **Final Warning Review.** The usual period of review for a Final Warning is3 months. At the end of the review period, the ATA(SM) will again formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either:

(1) Remove the Final Warning from the candidate's UGAS record.

(2) Retain the Final Warning and re-issue it to the candidate informing them of the extension to the Final Warning, giving reason for the decision and the date on which the review of the Final Warning will be made.

(3) Remove the candidate from the UGAS scheme in accordance with the candidate's Tailored Agreement.

10. Contact details for the ATA(SM) are:

ATA(SM)
Accelerated Technician Authority (SM)
Neptune Admin Building
HMNB Faslane
G84 8HL

Email: NAVY PEOPLE-WFPT ATA ESM

ANNEX 73I

UNDERGRADUATE APPRENTICESHIP SCHEME MARINE ENGINEER (SUBMARINE) UGAS(MESM) OVERVIEW

1. The Undergraduate Apprenticeship Scheme (UGAS) aims to significantly accelerate the advancement of appropriately able and specifically recruited ET candidates to qualify and serve as POET Operator and Maintainers on submarines. During Phase 2 training, the scheme will stream candidates as either Marine Engineer (Submarine) technicians under UGAS(MESM) or Weapon Engineer (Submarine) technicians under UGAS(WESM).

2. UGAS has two different categories of membership, 'New-to-Service' and 'In-Service.' The scheme is primarily designed to attract New-to-Service personnel, although it has invited applications from In-Service candidates. Opportunities for In-Service personnel to apply are promulgated by RNTM when In-Service places become available.

3. UGAS(MESM) involves a commitment of approximately 8½ years from New-to-Service candidates which can be summarised as follows:

a. Approximately 4 years of Initial Training, SMQ, LET(MESM) and POET(MESM) career/specialist courses. It also includes some sea experience as a qualified LET(MESM), ie. qualified Category C Watchkeeper and Shutdown Supervisor.

b. Approximately 3½ years sea-service, which must include a minimum of 3 years qualified service as a POET(MESM), i.e. qualified Category B Watchkeeper.

c. One-year in-service BEng(Hons) Engineering Degree at the University of Portsmouth.

4. At the end of the scheme, candidates have the following options:

a. Request to transfer to the standard ET career pipeline and continue progression with the ET(MESM) cadre.

b. If an AIB pass has been achieved during the engagement and they are selected, join BRNC as a prospective MESM Engineer Officer.

c. Leave the Service in accordance with the Tailored Career Contract. Note the BEng degree does not incur a Return of Service for UGAS candidates.

5. Candidates are required to inform the ATA(SM) of their end of scheme option prior to the start of their University degree, as described in Annex 73O.

6. Recruitment of UGAS(MESM) Candidates

a. Candidates join as ESM and are streamed MESM or WESM during Phase 2 training.

b. New-to-Service members join the Service on a Tailored Career Agreement (Example at Annex 73L).

c. The UGAS scheme ceased recruiting personnel in 2021.

7. Assignment of UGAS(MESM) Personnel

a. UGAS(MESM) personnel are assigned by the same career management authorities that assign Select Train Promote (STP) personnel, although the ATA(SM) will liaise with CMs to advise on scheme requirements. Examples of UGAS(MESM) career pipelines are provided below, with further details in Annex 73N, which can be used to inform assignment decisions.

b. All UGAS(MESM) personnel complete the initial career pipeline before specialising as Mechanical or Electrical specialisms.

c. During LETQC, UGAS(MESM) personnel will indicate their preference on JPA in the normal manner and are streamed Electrical or Mechanical by the Career Manager to suit the needs of the Service and then follow the associated career pipeline below.

Table 73I-1. UGAS(MESM) Common Initial Career Pipeline

	Course No	Title	Establishment
1	-	Phase 1 Training	HMS RALEIGH
2	-	SMQ	HMNB Clyde/Devonport as appropriate
3	-	Submarine Support Group (Including RNLA Developing Leaders Course and ME 180 UGAS Enabling Course)	HMNB Devonport/RNLA/HMS SULTAN
4	ME176	Leading Engineering Technician (MESM) Qualifying Course LET(MESM)QC	HMS SULTAN
5	RNLA 102	Leading Rates Leadership Course	RNLA

Table 73I-2. Electrical Stream Candidates

	Course No	Title	Establishment
6	ME256	Leading Engineering Technician (MESM) Propulsion Electrical Maintainer	HMS SULTAN
7	ME301 A/V	Nuclear Propulsion Systems Course (NPSC) – Astute/Vanguard Class	HMS SULTAN
8	ME301 L A/V	Nuclear Propulsion Systems Course - Vanguard/Astute Class Electrical Modules	HMS SULTAN
9	-	Sea Training Phase to qualify BSQ, Cat D, SDWKR, Cat C and MRSDS (approx 12 months).	Submarine
10	ME264	Petty Officer Engineering Technician (MESM) Qualifying Course POET(MESM)QC	HMS SULTAN
11	RNLA 103	Senior Rates Leadership Course	RNLA
12	ME267 A	Petty Officer Engineering Technician (MESM) – Foundation Degree Elective Course (Electrical)	HMS SULTAN
13	ME265 ME33L ME440A	Petty Officer Engineering Technician (MESM) – Advanced Propulsion Electrical Maintainer + APD/CAMS	HMS SULTAN
14	ME304Y A/V	Nuclear Propulsion Operators Course (NPOC) Astute/Vanguard Class	HMS SULTAN
15	ME303 A5V	Primary Instrumentation Course (Vanguard/Astute RC&I Update)	HMS SULTAN
16	-	Sea Delivery Phase to qualify and serve as a Cat B (approx 42 months including min 36 months qualified as a Cat B)	Submarine
17	-	Portsmouth University Top Up Degree Course	Portsmouth University

Table 73I-3. Mechanical Stream Candidates

	Course No	Title	Establishment
6	ME256	Leading Engineering Technician (MESM) Propulsion Mechanical Maintainer	HMS SULTAN
7	ME301 A/V	Nuclear Propulsion Systems Course (NPSC) – Astute/Vanguard Class	HMS SULTAN
8	ME258 or 259	Mechanical Craft Training - Fitting and Turning (258) or Pipework and Welding (259)	HMS SULTAN
9	-	Sea Training Phase to qualify BSQ, Cat D, SDWKR, Cat C and MRSDS (approx 12 months).	Submarine
10	ME264	Petty Officer Engineering Technician (MESM) Qualifying Course POET(MESM)QC	HMS SULTAN
11	RNLA 103	Senior Rates Leadership Course	RNLA
12	ME267 B	Petty Officer Engineering Technician (MESM) – Foundation Degree Elective Course (Mechanical)	HMS SULTAN
13	ME266	Petty Officer Engineering Technician (MESM) – Advanced Propulsion Mechanical Maintainer	HMS SULTAN
14	ME309 A1/A9	Adquals (Diesels and Refrigeration)	HMS SULTAN
15	ME304Y A/V	Nuclear Propulsion Operators Course (NPOC) Astute/Vanguard Class	HMS SULTAN
16	-	Sea Delivery Phase to qualify and serve as a Cat B (approx 42 months including min 36 months qualified as a Cat B))	Submarine
17	-	Portsmouth University Top Up Degree Course	Portsmouth University

8. Monitoring and Management of UGAS(MESM) Candidates

a. The Accelerated Technician Authority(SM) (ATA(SM)) will monitor the progress of UGAS(MESM) candidates through liaison with Divisional Officers, CMs and Line Managers. UGAS(MESM) candidates remain subject to the normal warning procedures regarding lack of progress. However, DOs/LMs should contact the ATA(SM) if a scheme candidate becomes subject to such procedures, as additional UGAS actions may be required.

b. UGAS(MESM) candidates are accelerated to POET upon qualification as a Category B Watchkeeper (see Para 7308). It is incumbent upon Divisional Officers/Line Managers to provide scheme candidates with appropriate mentoring and to ensure candidates undertake a wide range development opportunities which support their ultimate aim of becoming Senior Ratings.

c. In the event that a DO/LM has concerns regarding a candidate's continued suitability for UGAS(MESM), they should contact the ATA(SM) as soon as is practicable to agree an appropriate course of action.

d. The ATA(SM) manage the scheme to the requirements of the Navy People MESM Workforce Planner. The ATA(SM) are responsible for the scheme's Concept of Operations, including its terms and conditions and Units/DOs/LMs should contact the ATA(SM) for specific advice about the scheme as the need arises.

9. UGAS Warning System

a. In addition to the conventional warning procedure contained within Chapter 57, UGAS Engineering Technicians (ETs) also become subject to the UGAS Warning System once they complete Phase 1 training, until the end of their involvement in the scheme. This warning system is designed to explain the process and consequences that might arise should an individual continue to fail to meet the high professional and personal standards expected of a UGAS candidate. It ensures that the candidate's shortfalls and recovery requirements are clearly identified, understood and acknowledged by the individual, while allowing an appropriate period of time to allow the required improvement.

b. DOs, training providers and line managers of UGAS ratings are to inform ATA(SM) of any concerns with individual's performance and any instance where a standard training/professional warning has been issued. The ATA(SM) will determine if additional UGAS associated action is required.

c. In order to de-risk the scheme and allow re-allocation of spaces on downstream courses, the UGAS Warning System allows removal of candidates who are deemed unsuitable if they are unlikely to achieve POET in a timely manner, for either technical/academic or CLM failings.

d. UGAS warnings follow a 3-tier structure (Verbal, Written and Final) and are issued and recorded by the ATA(SM) utilising the UGAS Warning Proforma at Annex 73P. UGAS Final Warnings can, in accordance with the tailored career agreement, result in a candidate's removal from the scheme. If warranted, the ATA(SM) may issue higher level warnings without first issuing any lower tier warnings. Appeals against warnings are considered by the Navy People MESM Workforce Planner.

e. **Issue of Verbal Warning.** If a UGAS candidate's performance fails to meet UGAS standard the ATA(SM) may initiate a formal review of the candidate's performance. This may result in a Verbal Warning to the candidate which will detail the problem(s); the proposed solution; the timescale for review; the future process; and the likely consequences where improvement is not forthcoming.

f. **Verbal Warning Review.** The usual period of review for a Verbal Warning is 3 months. At the end of the review period, the ATA(SM) will formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either remove the Verbal Warning from the candidate's UGAS record or escalate the warning to a Written Warning. In exceptional circumstances, the ATA(SM) may extend the review period for the Verbal Warning. Further failings in a candidate's performance may also warrant escalation to an immediate Written Warning.

g. **Issue of Written Warning.** If escalation is required, the ATA(SM) will issue a Written Warning to the candidate which will reiterate the on-going problem; the proposed solution; the timescale for review; the future process and the likely consequences if improvement is not forthcoming. The narrative will substantiate the escalation of the UGAS warning by elaborating on the Subject's prevailing weaknesses and/or unsatisfactory professional effectiveness. The candidate is to certify in writing that they understand why the UGAS Warning has been escalated and the advice given. The Written Warning will be retained by the ATA(SM) and a copy provided to the candidate.

h. **Written Warning Review.** The usual period of review for a Written Warning shall be 3 months. At the end of the review period, the ATA(SM) will again formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either remove the Written Warning or escalate the warning to a Final Warning. In exceptional circumstances, the ATA(SM) may extend the review period for the Written Warning. Further failings in a candidate's performance may also warrant escalation to a Final Warning.

i. **Issue of Final Warning.** If further escalation is required, the ATA(SM) will issue a Final Warning to the candidate which will reiterate the on-going problem; the proposed solution; the timescale for review; the future process and the likely consequences if improvement is not forthcoming. The narrative will substantiate the escalation of the UGAS warning by elaborating on the Subject's prevailing weaknesses and/or unsatisfactory professional effectiveness. The candidate is to certify in writing that they understand why the UGAS Warning has been escalated and the advice given. The Final Warning will be retained by the ATA(SM) and a copy provided to the candidate.

j. **Final Warning Review.** The usual period of review is 3 months. At the end of the review period, the ATA(SM) will again formally review the candidate's performance to determine if the requisite improvement has been made. The ATA(SM) will either:

(1) Remove the Final Warning from the candidate's UGAS record.

(2) Retain the Final Warning and re-issue it to the candidate informing them of the extension to the Final Warning, giving reason for the decision and the date on which the review of the Final Warning will be made.

(3) Remove the candidate from the UGAS scheme in accordance with the candidate's Tailored Agreement.

10. Contact details for the ATA(SM) are:

ATA(SM)
Accelerated Technician Authority (SM)
Neptune Admin Building
HMNB Faslane
G84 8HL

Email: NAVY PEOPLE-WFPT ATA ESM

ANNEX 73J

UNDERGRADUATE APPRENTICESHIP SCHEME WEAPON ENGINEER (SUBMARINES) (UGAS WESM) - CONOPS

1. Intent

a. The intent of UGAS (WESM) is to mitigate shortfalls of WESM Maintainers at Petty Officer level. It will achieve this by taking very able New-to-Service candidates, with high academic achievement, and accelerate them along the WESM ET career path by undertaking the following 6 phases as follows:

(1) **Initial Training Phase.** Scheme will conduct Phase 1 new entry training at HMS RALEIGH as probationary LETs (see Para 7303) and will then be assigned to the Submarine Qualification (SMQ) organisation to complete general submarine training, some of which may be in an operational submarine. This could[1] lead to the award of Submarine Badge (Dolphins). During, or shortly after, SMQ candidates will be streamed MESM or WESM. On successful completion of SMQ(Dry) (including Firefighting and submarine escape training) candidates will be awarded the appropriate engineering branch badge and 'HM Submarines' cap tally. At this point they will be designated as Phase 3 trainees, although they will remain on the Untrained Strength. This phase will take approximately 6 months in total, including an engineering safety course at HMS SULTAN and a Developing Leadership course at HMS COLLINGWOOD.

(2) **First Shore Training Phase.** Scheme members streamed WESM will then be assigned to HMS Collingwood to attend:

(a) WE213 or WE 214X LETQC (HMS Collingwood).

(b) RNLA 102 Leading Rates' Leadership Course (LRLC).

(c) Specialist training at RNSMS or the Trident Training Facility or ATF.

This phase of training will take approximately 2 years. Subject to satisfying service and eligibility criteria, candidates will substantiated as LET at the end of the LET training pipeline (i.e. LETQC, LRLC and WESM specialist training). On successful completion of the LETQC and Apprenticeship tasks and associated portfolio during the Sea Training Phase, they will be awarded a Level 3 Advanced Apprenticeship in Engineering. On successful completion of the whole LET training pipeline they will join the trained strength (GTS) iaw Para 7306.

[1] As a minimum, new to service UGAS candidates are required to complete SMQ (Dry) prior to LETQC.

(3) **Sea Training Phase.** UGAS (WESMs) will then be assigned to an operational submarine to achieve or re-affirm their submarine qualification (BSQ) and to qualify in either a TWS or SWS LET WESM watchkeeping position (dependent on specialisation). They must be carefully managed in order to conduct maintenance and repair tasks under supervision; gaining experience in operations, maintenance, section management and repair. This 'journeyman' phase of their career should take no more than 12 months. Unforeseen changes to submarine programmes or personal circumstances could extend this period.

(4) **Second Shore Training Phase.** After their sea training phase, candidates will return to HMS COLLINGWOOD to attend the WE 316 Petty Officer Engineering Technician Qualifying Course (POETQC), the Senior Rates' Leadership Course (SRLC) and further specialist training as required. This phase will last approximately 28 weeks, during which candidates will complete the Engineering Foundation Degree. At the end of this phase UGAS ratings will become eligible for advancement to Acting POET, which is successful completion of both POETQC (WE316) and SRLC, iaw the advancement criteria detailed in Para 7307.

(5) **Sea Delivery Phase.** Scheme members will be assigned to an operational submarine to conduct onboard training to qualify as WE Watchkeeping Supervisor (Duty Forward Technically Supervisor (SSN TWS)/Duty TWS Supervisor (SSBN TWS)/SCC Panel Operator/Duty SWS Supervisor). Once qualified and subject to eligibility criteria detailed in Table 73-18, they will be advanced to a substantiated Petty Officer Engineering Technician. Service as a Section Head will be at the discretion of the Weapon Engineer Officer but UGAS (WESM) candidates are expected to achieve Section Head within one year of becoming a substantive POET. This phase of their career will last approximately 38-42 months but must include a minimum of 36 months qualified as a POET during which they must achieve OPS. At the end of this phase they will complete or be deemed to have completed any RoS outstanding for LET and POET QCs.

(6) **University Degree Phase.** The exact timing of the end of the sea delivery phase will be based around a number of factors: the need to serve a minimum of 36 months as a qualified POET WESM; any leave outstanding and the pre-requisites[2] required before candidates start[3] the 3rd year of the University of Portsmouth/Upper Yardman (Engineer) degree course to top up their Foundation Degree to BEng(Hons). Whilst reading for their degree, candidates will remain serving in the RN. There is no RoS for attaining the BEng. In the January prior to starting at the University of Portsmouth, UGAS personnel will be required to indicate to the ATA(SM) which of the paths at Para b below they will choose upon the posting of their degree results.

[2] Bridging modules are a pre-requisite for the UGAS degree scheme and typically start in July..
[3] Academic year starts in September.

b. **Options Upon Completion of the Scheme.** On completion of their one year of university study, New-to-Service UGAS (WESM) members[4] will have the following 3 choices:

(1) Transfer to the standard ET career pipeline where further progression will be subject to the normal rules for promotion.

(2) If an AIB pass has been achieved and they have been selected, join BRNC as a prospective WESM Engineer Officer. It is recommended that all reporting requirements for selection to UY/SUY are completed prior to assignment from Sea Delivery phase.

(3) Leave the Service in accordance with the Tailored Career Agreement.

c. The UGAS (WESM) is therefore a minimum[5] 8.5-year engagement which is planned to generate a POET WESM watchkeeper/maintainer approximately 3.5 years from entry to complete a minimum of 36 months qualified service as a TWS/SWS Senior Rate. The duration of their sea assignment is variable to allow scheme members to serve a minimum of 36 months qualified before departure from their submarine to match the September start to the academic year and pre-degree bridging modules.

d. This scheme will not replace the ET WESM Fast Track/restructured ET pipeline, but should be seen as running in parallel and may be continued or stopped as required; as of Summer 2021 recruitment for UGAS personnel ceased. It is therefore NOT an immediate solution to the POET WESM shortage but allows greater future WESM flexibility and adaption for future submarine requirements.

e. It is envisaged that the cohort of UGAS(WESM) will be small (18 to qualify as either TWS or SWS POETs per year as required by WE Branch Management) and therefore it does not set a precedent for the way all submariners are recruited, managed or employed. Nevertheless, there are areas where these individuals will need to be treated differently from the standard Service entrants and they will need to be carefully, and on occasion preferentially managed, as they progress along the scheme's pipeline.

[4] In Service UGAS members will remain on the standard ET career pipeline where further progression will be subject to the normal rules for promotion.
[5] This is a minimum because it is not possible to align exact qualification and training times, sea draft duration and Portsmouth University Degree start dates at this range.

f. During the University Degree Phase, UTS Drummond Divisional/Reporting Officers do not have sufficient knowledge of any UGAS members to appropriately support new applications for UY/SUY. UGAS members applying for a UY/SUY career are strongly advised to complete their application and administration, including the Admiralty Interview Board during the Sea Delivery Phase. Applications should be submitted in the 2nd or 3rd year of the Sea Delivery Phase where candidates may gain the requisite SJAR recommendation and CO Insert Slip with their HOD and CO supporting the recommendation. Any UY/SUY applications made early in the Sea Delivery Phase may result in FSB selection/extraction during the Tailored Career, which will risk completion of the Sea Delivery Phase and eligibility to enrol onto the UGAS in-service degree. Any applications made during the University Degree Phase may be deferred until the applicant returns to a role where sponsors have sufficient professional knowledge to support the UY/SUY application. All UY/SUY applicants are advised to engage with their DO, UY/SUY sponsor and the Recording Authority for further guidance.

2. Recruitment

a. The scheme targets recruitment from a demographic of high achievers with proven academic ability. Potential candidates will be drawn from civilian personnel who already hold a minimum of level 3+ STEM qualifications (e.g. A Levels, BTech, HNC/D NVQ level 3). Although candidates will be badged as ETs, and mixed with conventional ETs during training, the scheme will be separate from the current ET system and candidates will need to be managed by the ATA(SM) in conjunction with the CMs.

b. The following premise underpins the scheme. A high quality[6] candidate is recruited to an approximate 8½ year engagement[7] with the offer of paid training and education that delivers an in-service engineering degree at the end of the scheme. The candidate's remuneration and reward rises rapidly to a significant figure at the 6-year point and continues during their final year on the scheme where they complete the UY degree at Portsmouth University. During the scheme this quality individual could attend an AIB to widen the available options open to them upon graduation.

c. The important factor is that the choice belongs to the individual; this is a recruiting lure. In return, the Service expects significant application from the individual during shore and sea training followed by approximately 4 years sea service, of which 3 years will be as a qualified PO(ET)WESM.

d. **Entry Requirements.** UGAS entry requirements are as follows:

(1) Age on entry of 18 - 34 years.

(2) Be a British Citizen and not hold dual nationality.

(3) Score 90 or more on the Recruit Test (not on CNR website).

[6] Aged 18-34, 3 A levels (Math, science, other), RT score >= 90 other equivalent L3 STEM qualification.
[7] Such short-term engagements suit the expectation of Gen Z (future recruiting demographic) A Vision for a Future Model of Manning Submarines Adm Mathias dated Mar 15.

(4) Hold the following qualifications (equivalent qualifications are acceptable and UGAS applications can be made before exam results are known):

(a) 5 x GCSE at grade 9 – 4(A*- C) including Maths, English and at least one science based subject.

(b) Level 3 qualifications achieving a minimum of 48 UCAS points derived from Science, Technology, Engineering and Maths subjects.

(c) Equivalent Level 3 or higher STEM qualifications (BTEC, HNC, etc.) are also acceptable. Full details are included in the UGAS CONOPS held by the ATA(SM).

3. Terms and Conditions of Service

a. **New to Service Candidates.** The approximate 8½ year engagement is non-NEM compliant, but candidates will be engaged using a Tailored Career Agreement (example at Annex 75C). However, SM programmes, training delays and the exigencies of Service life may delay progress along the UGAS(WESM) career pipeline. Therefore, it may be necessary to extend their Tailored Career Agreement to allow sufficient time for candidates to obtain the minimum 36 months qualified sea service and align the end of this to the start of the degree phase[8]. This is a function of the UGAS Scheme Manager / ATA(SM).

b. **In-Service Candidates.** In Service candidates who have been selected onto the scheme they will be required to progress their training. Internal candidates should complete their initial career course and then attend SMQ. Any opportunities to consolidate ET initial career training should be taken prior to their assignment to LETQC (i.e.. similar to Fast Track). Internal candidates will remain on their extant engagement (EC, ES1) but will also be issued with a signed agreement (Annex 73L) outlining their agreed progress through the scheme.

c. All candidates will be given a competence marker (UGAS) on their JPA record to denote their membership of the scheme.

d. UGAS(WESM) candidates are badged as ETs and are trained alongside normal ETs and FTs.

e. **Failures.** Failures or voluntary withdrawals during training are required to complete any RoS incurred during training and will be offered progression along the normal ET route. The only exception is for new-to-service candidates who withdraw from the scheme before qualification as a LET(WESM). These individuals must be considered on an individual basis. It may be in the interests of the Service to waiver the RoS requirement and allow them to leave the Service.

f. Substantive UGAS LETs will not be considered at the next annual promotion selection boards following removal from the scheme but will be presented to promotion selection boards thereafter providing that they continue to meet the eligibility criteria.

[8] In exceptional circumstances, candidates may be offered an opportunity to extend their engagement by 1 year to complete their training/sea assignments and attend Portsmouth University 1 year later than originally planned.

4. Training

a. The UGAS scheme attempts to utilise existing courses within HMS COLLINGWOOD / RNSMS / ATF / TTF and avoid the need to develop new courses or re-sequence the existing training plan. There is a requirement, however, to conduct some electrical safety testing training to ensure all new-to-service candidates can safely attend the practical modules of LETQC and subsequent specialist training. The training route is detailed at Annex 73M.

b. SMQ is a valuable qualification that will set an SM context before commencing specialist shore training and education. This is a de-risking activity that gives candidates a first exposure to submarines before the Service invests significant elements of shore training in them[9].

5. Employment Onboard

a. Despite having received maintainer education and training, UGAS (WESM) experience levels will be low when they qualify as POET WESMs. Therefore, given their limited experience profile as a maintainer, each operational SSN crew will be expected to sustain no more than two UGAS (WESM) individuals (of different sub-specialisms) or three for SSBNs (2 TWS and 1 SWS) per year. Candidates will need to be carefully managed on and across platforms in order to maximise their experience profile and opportunity to learn. With the WEO's approval, they can operate as a section head[10]. At this point the submarine may then be able to tolerate another UGAS (WESM) member. While constrained in its numbers, the scheme will alleviate forecast gapping at sea and bring relief to POET WESM alongside watch bills. These individuals will be able to perform operations and maintenance, but are not able to immediately act as a Section Head or mature diagnostician.

b. Experience will need to be built up in the first year onboard as a POET, however the quality of the individual supports the case for rapid learning abilities, whilst allowing for later selection as Upper Yardman or promotion to Warrant Officer.

6. Management of the Scheme

a. The UGAS Scheme Manager function is undertaken by the ATA(SM). Administration includes:

(1) Liaison and communication inform the actions of CNR / R&A staff, Career Managers, SubFlot and training deliverers et al to ensure flow along this novel career pipeline is as effective and efficient as possible.

(2) The ATA(SM) is required to carry out the following functions:

(a) Communicate, encourage and mentor candidates and, where necessary, interview them during recruiting and training.

[9] Note qualifying SMQ(Wet)/BSQ is not compulsory prior to starting LETQC.
[10] Full POET maintainer status will be gained on WEO recommendation for and appointment as a Section Head.

(b) Liaise with training providers and CM to expedite rapid progress of candidates through training and education and ensure advancement.

(c) Liaise with CM to ensure appropriate first drafts as LETs to maximise their 12 month sea training phase.

(d) If necessary, manage any extension of their Tailored Career Agreement to allow sufficient time to obtain the minimum 36 months qualified sea service and align the end of this to the start of the degree phase[11].

(e) Maintain overview of resource implications e.g. UY scheme cost, SUL and MWS capacity, margin during training and UY degree.

(3) The RoS for the in-service degree is to be waivered and this agreement is written into the Tailored Career Agreement for new-to-service candidates and the UGAS(WESM) agreement for in-service candidates.

(4) The Foundation Degree (FD) awarded during POET QC is a fundamental aspect of the UGAS entry path and is not to be diluted to an apprenticeship.

b. **Interviews.** UGAS applicants will undergo an interview to determine suitability for the scheme which will be conducted by the ATA(SM) or CNR / R&A staff.

[11] In exceptional circumstances, candidates may be offered an opportunity to extend their engagement by 1 year to complete their training/sea assignments and attend Portsmouth University 1 year later than originally planned.

ANNEX 73K

UNDERGRADUATE APPRENTICESHIP SCHEME MARINE ENGINEER (SUBMARINE), UGAS(MESM) - CONOPS

1. Introduction

a. The intent of the UGAS(MESM) is to mitigate shortfalls of RPOs/MCDOs/ METOWs[1] and submarine electrical and mechanical maintainers at Petty Officer level. It will achieve this by taking very able new-to-service candidates, with high academic achievement, and accelerate them along the MESM ET career path in 6 phases, as follows:

(1) **Initial Training Phase.** Scheme members will conduct Phase 1 new entry training at HMS RALEIGH as probationary LETs (see Para 7303) and will then be assigned to the Submarine Qualification (SMQ) organisation to complete general submarine training, some of which may be in an operational submarine. This could[2] lead to the award of the Submarine Badge (Dolphins). During, or shortly after, SMQ candidates will be streamed MESM or WESM. On successful completion of SMQ(Dry) (including Firefighting and submarine escape training), candidates will be awarded the 'HM Submarines' cap tally. At this point they will be designated as Phase 3 trainees although they will remain on the Untrained Strength. This phase will take approximately 6 months in total, including an engineering safety course at HMS SULTAN and a Developing Leadership course at HMS COLLINGWOOD.

(2) **First Shore Training Phase.** Scheme members streamed MESM will then then be assigned to HMS SULTAN to attend:

(a) ME176 Leading Engineering Technician's (LET) Qualification Course for MESMs (LETQC(MESM)).

(b) ME256 LET Propulsion Electrical Maintainer Course or ME257 LET Propulsion Mechanical Maintainer Course (dependent upon streaming during ME176).

(c) RNLA102 Leading Rates' Leadership Course (LRLC).

(d) ME301 Nuclear Propulsion Systems Course (NPSC).

(e) Appropriate Craft/Adqual courses[3]/FAST courses.

[1] Reactor Panel Operator/Main Control Desk Operator/Marine Engineering Technician of the Watch.
[2] As a minimum new to service UGAS candidates are required to complete SMQ (Dry) prior to LETQC.
[3] E.g. ME258 or ME259 Mechanical Craft courses or ME301L Electrical maintainer training.

This phase of training will take approximately 15 months. Subject to satisfying service and eligibility criteria, candidates will be substantiated as Leading Engineering Technician at the start of NPSC. On successful completion of the LETQC and Apprenticeship tasks and associated portfolio during the Sea Training Phase, they will be awarded a Level 3 Advanced Apprenticeship in Engineering. On successful completion of the whole LET training pipeline they will join the trained strength (GTS) iaw Para 7306.

(3) **Sea Training Phase.** UGAS (MESMs) will be assigned to a SM tagged position in an operational submarine to achieve or re-affirm their submarine qualification (BSQ), or re-qualify BSQ if already achieved at the initial training phase. They must then qualify as:

(a) Category D Watchkeeper.

(b) Category C EPO/SCPO/MMSS[4].

(c) Manoeuvring Room Shut Down Supervisor.

Once qualified, they will be eligible for full (not reserve) RRP(SM) and Category C (RRP(NP)). If they fail to achieve these requirements they will not be eligible for the pay until the milestones are achieved in the sea delivery phase. They will be carefully managed in order to conduct maintenance and repair tasks under supervision, gaining experience in operations, maintenance, section management and repair. ***This 'journeyman' phase of their career path should take no more than 12 months to meet POETQC course start dates and includes a minimum 6 months qualified as a Category C Watchkeeper and 3 months qualified as a Manoeuvring Room Shut Down Supervisor. If operational circumstances prohibit these being achieved, they can be deferred until the start of the post POETQC sea delivery phase. If this deferral is to be enacted, the ATA(SM) is responsible for recording the qualification dates and journeyman's time achieved within each position to ensure the shortfall is captured and 'worked out' at the start of the sea delivery phase, prior to the Category B qualification being awarded. Pre-Promotion requirements to POET remain iaw Para 7308.***

(4) **Second Shore Training Phase.** After their sea training phase, candidates will return to HMS SULTAN to attend:

(a) ME264 Petty Officer Engineering Technician Qualifying Course (POET(MESM)QC)[5].

(b) ME265 POET Advanced Propulsion Electrical Maintainer Course or ME266 POET Advanced Propulsion Mechanical Maintainer Course.

(c) ME304 Nuclear Propulsion Operators Course (NPOC).

(d) Senior Rates Leadership Course (SRLC).

[4] Electrical Panel Operator/Systems Control Panel Operator/Main Machinery Space Supervisor.
[5] This course is due to be replaced by the Project Faraday POETQC(SM) – course ME178.

(e) ME267 Foundation Degree module.

(f) ME303/436 POET pipeline courses.

(g) Appropriate Adqual courses[6].

Completion of these courses will conclude shore-based training on the UGAS and this phase will last approximately 15 months. During this phase, they will complete the Engineering Foundation Degree. Towards the end of this phase UGAS ratings will become eligible for advancement to Acting POET as detailed in Para 7308.

(5) **Sea Delivery Phase.** Scheme members will be assigned to an operational submarine in order to conduct onboard training to qualify as a Category B Watchkeeper (RPO/MCDO/METOW) and electrical or mechanical systems maintainer, shutdown supervisor and deputy section head. Upon qualification as a Category B Watchkeeper, and subject to the promotion eligibility criteria within Para 7308, they will be advanced to Petty Officer Engineering Technician. **If the individual has a residual Cat C/MRSDS shortfall carried over from the Sea Training Phase, this must be achieved prior to the Category B qualification being awarded**. Service as a Section Head will be at the discretion of the Marine Engineering Officer but UGAS(MESM) candidates are expected to achieve Section Head within one year of qualifying as a Category B Watchkeeper. This phase of their career will last approximately 38-44 months but must include a minimum of 36 months' qualified Category B service during which they must achieve OPS. At the end of this phase they will complete or be deemed to have completed any RoS outstanding for LET and POET QCs.

(6) **University Degree Phase.** The exact timing of the end of the sea delivery phase will be based around a number of factors: the need to serve a minimum of 36 months as a qualified Category B operator; any leave outstanding and the pre-requisites[7] required before candidates start[8] the 3rd year of the University of Portsmouth/Upper Yardman (Engineer) degree course to top up the Foundation Degree to BEng(Hons). Whilst reading for their degree, candidates will remain serving members of the RN. There is no RoS for attaining the BEng. In the January prior to starting at the University of Portsmouth, UGAS personnel will be required to indicate to the RN career management authorities which of the paths at Para b below they will choose upon the posting of their degree results.

b. **Options Upon Completion of the Scheme.** On completion of their one year of university study, New-to-Service UGAS(MESM) members will have the following 3 choices:

(1) Transfer to the standard ET career pipeline where further progression will be subject to the normal rules for promotion.

[6] e.g. ME303 courses – Diesel Maintainer, Primary Instrumentation Maintainer, Refrigeration and ACP Maintainer.
[7] Bridging modules are a pre-requisite for the UGAS degree scheme and typically start in July.
[8] Academic year starts in September.

(2) If an AIB pass has been achieved and they have been selected, join BRNC as a prospective MESM Engineer Officer. It is recommended that all reporting requirements for selection to UY/SUY are completed prior to assignment from Sea Delivery phase.

(3) Leave the Service in accordance with the Tailored Career Contract.

c. UGAS(MESM) is therefore a minimum[9] 8.5-year engagement which is planned to generate a MESM POET Cat B Watchkeeper/maintainer approximately 3.5 years from entry to complete a minimum of 36 months qualified service as a RPO/MCDO or METOW. The duration of their sea assignment is variable to allow scheme members to serve a minimum of 36 months qualified before departure from their submarine to match the September start to the academic year and pre-degree mathematics bridging modules.

d. This scheme has not replaced the ET MESM Fast Track/restructured ET pipeline, but should be seen as running in parallel and could be continued or stopped as required as of Summer 2021 recruitment for UGAS personnel ceased. It is therefore NOT an immediate solution to the Cat B operator shortage but allows greater future MESM flexibility and adaption to successor submarine requirements.

e. It is envisaged that the cohort of UGAS(MESM) will be small (e.g. 12 M and 12 L to qualify as a Cat B per year) and therefore it does not set a precedent for the way all submariners are recruited, managed or employed. Nevertheless, there are areas where these individuals will need to be treated differently from standard Service entrants and they will need to be carefully, and on occasion preferentially, managed as they progress along the scheme's pipeline.

f. During the University Degree Phase, UTS Drummond Divisional/Reporting Officers do not have sufficient knowledge of any UGAS members to appropriately support new applications for UY/SUY. UGAS members applying for a UY/SUY career are strongly advised to complete their application and administration, including the Admiralty Interview Board during the Sea Delivery Phase. Applications should be submitted in the 2nd or 3rd year of the Sea Delivery Phase where candidates may gain the requisite SJAR recommendation and CO Insert Slip with their HOD and CO supporting the recommendation. Any UY/SUY applications made early in the Sea Delivery Phase may result in FSB selection/extraction during the Tailored Career, which will risk completion of the Sea Delivery Phase and eligibility to enrol onto the UGAS in-service degree. Any applications made during the University Degree Phase may be deferred until the applicant returns to a role where sponsors have sufficient professional knowledge to support the UY/SUY application. All UY/SUY applicants are advised to engage with their DO, UY/SUY sponsor and the Recording Authority for further guidance.

[9] This is a minimum because it is not possible to align exact qualification and training times, sea draft duration and Portsmouth University Degree start dates at this range.

2. Recruitment

a. The scheme targets recruitment from a demographic of high achievers with proven academic ability. Potential candidates will be drawn from civilian personnel who already hold a minimum of level 3+ STEM qualifications (eg. A Levels, BTech, HNC/D NVQ level 3. Although candidates are badged as ETs, and mixed with conventional ETs during training, the scheme is separate from the current ET system and candidates are managed by the ATA(SM) in conjunction with the CMs.

b. The following premise underpins the scheme. A high quality[10] candidate is recruited to an approximate 8½ year engagement[11] with the offer of paid nuclear training and education that delivers an in-service engineering degree at the end of the scheme. The candidate's remuneration and reward rises rapidly to a significant figure at the 6-year point and continues during their final year on the scheme where they complete the UY degree at Portsmouth University. During the scheme this quality individual could attend an AIB to widen the available options open to them upon graduation.

c. The important factor is that the choice belongs to the individual; this is a recruiting lure. In return, the Service expects significant application from the individual during shore and sea training followed by approximately 4 years sea service, of which 3 years will be as a qualified RPO/MCDO or METOW.

d. **Entry Requirements.** UGAS(MESM) entry requirements are as follows:

(1) Age on entry of 18 – 34 years.

(2) Be a British Citizen and not hold dual nationality.

(3) Score 90 or more on the Recruit Test (not on CNR website).

(4) Hold the following qualifications (equivalent qualifications are acceptable and UGAS(MESM) applications can be made before exam results are known):

(a) 5x GCSE at grade 9 – 4 (A*-C), including Maths, English and at least one science-based subject.

(b) Level 3 qualifications achieving a minimum of 48 UCAS points derived from Science, Technology, Engineering and Maths subjects.

(c) Equivalent Level 3 or higher STEM qualifications (BTEC, HNC etc) are also acceptable. Full details are included in the UGAS CONOPS held by the ATA(SM).

[10] Aged 18-34, 3 A levels (Math, science, other), RT score >= 90 other equivalent L3 STEM qualification.
[11] Such short-term engagements suit the expectation of Gen Z (future recruiting demographic) A Vision for a Future Model of Manning Submarines Adm Mathias dated Mar 15.

3. Terms and Conditions of Service

a. **New To Service Candidates.** The approximate 8½ year engagement is non-NEM compliant, but candidates will be engaged using a tailored career agreement (example at Annex 74C). Submarine programmes, training delays and the exigencies of Service life, however, may delay progress along the UGAS(MESM) career pipeline. Therefore, it may be necessary to extend the Tailored Career Agreement to allow sufficient time for candidates to obtain the minimum 36 months qualified sea service and align the end of this to the start of the degree phase[12]. This is a function of the UGAS(MESM) Manager / ATA(SM).

b. **In-Service Candidates.** In Service candidates who have been selected onto the scheme, will be required to progress their training. Internal candidates should complete their initial career course and then attend SMQ. Any opportunities to consolidate ET initial career training should be taken prior to their assignment to LETQC (ie. similar to Fast Track). Internal candidates will remain on their extant engagement (EC, ES1) but will also be issued with a signed agreement (Annex 73L) outlining their agreed progress through the scheme.

c. All candidates will be given a competence marker (UGAS) on their JPA record to denote their membership of the scheme.

d. UGAS(MESM) candidates are badged as probationary LETs and are trained alongside normal ETs and FTs.

e. **Failures.** Failures or voluntary withdrawals during training are required to complete any RoS incurred during training and will be offered progression along the normal ET route. The only exception is for new-to-service candidates who withdraw from the scheme before qualification as a Category C Watchkeeper. These individuals will be considered on an individual basis as they can only serve their RoS as a Cat D but will not have attended ETICC. Dependent upon where they are in the UGAS(MESM) training pipeline, candidates may not be able to serve as a Category D Watchkeeper unless they complete ETICC. It may be in the interests of the Service to waiver the RoS requirement and allow them to leave the Royal Navy.

f. Substantive UGAS LETs will not be considered at the next annual promotion selection boards following removal from the scheme, but will be presented to promotion selection boards thereafter providing that they continue to meet the eligibility criteria.

4. Training

a. The UGAS scheme attempts to utilise existing courses within DSMarE and avoid the need to develop new courses or re-sequence the existing training plan. There is a requirement, however, to conduct some engineering safety training, to ensure all new-to-service candidates can safely attend the practical modules of LETQC and subsequent specialist training. The training route is at Annex 73N.

[12] In certain circumstances, candidates may be offered an opportunity to extend their engagement by 1 year to complete their training/sea assignments and attend Portsmouth University 1 year later than originally planned.

b. SMQ(Dry) is a valuable qualification that will set an SM context before commencing specialist shore training and education. It is a de-risking activity that gives candidates a first exposure to submarines before the Service invests significant elements of shore training in them[13].

5. Employment Onboard

a. Despite having received maintainer education and training, UGAS(MESM) experience levels will be low when they qualify as a Category B Watchkeeper. Therefore, given their limited experience profile as a maintainer, each operational crew will be expected to sustain only one UGAS(MESM) individual per watchkeeper union[14] per year. Candidates will need to be carefully managed on and across platforms in order to maximise their experience profile and opportunity to learn. With the MEO's approval, they can operate as a section head[15]. At this point, the submarine may be able to tolerate another UGAS(MESM) member. While constrained in its numbers, the scheme will alleviate forecast gapping at sea and bring relief to Shut Down Supervisor and Category B alongside watch bills. UGAS(MESM) individuals will be able to perform operations and maintenance, but are not able to immediately act as a Section Head or mature diagnostician.

b. Experience will need to be built in the first year onboard as a POET, however the quality of the individual supports the case for rapid learning abilities, whilst allowing for later selection as Upper Yardman or Nuclear Supervisory Rating (Category A2).

6. Management of the Scheme

a. The UGAS Scheme Manager function is undertaken by the ATA(SM). Administration includes:

(1) Liaison and communication inform the actions of CNR / R&A staff, Career Managers, SubFlot and training deliverers et al to ensure flow along this novel career pipeline is as effective and efficient as possible.

(2) The ATA(SM) is required to carry out the following functions:

(a) Communicate, encourage and mentor candidates and, where necessary, interview them during recruiting and training.

(b) Liaise with training providers and CM to expedite rapid progress of candidates through training and education and ensure advancement.

(c) Liaise with CM to ensure appropriate first drafts as LETs to maximise their 12-month sea training phase.

[13] Note qualifying SMQ(Wet)/BSQ is not compulsory prior to starting LETQC.
[14] i.e. 1 x RPO/MCDO AND 1x METOW per year.
[15] Full POET maintainer status will be gained on MEO recommendation for and appointment as a Section Head.

(d) If necessary, manage any extension of their Tailored Career Agreement to allow sufficient time to obtain the minimum 36 months qualified sea service and align the end of this to the start of the degree phase[16].

(e) Maintain overview of resource implications e.g. UY scheme cost, SUL & MWS capacity, margin during training and UY degree.

(3) The RoS for the in-service degree is to be waivered and this agreement is written into the Tailored Career Agreement for new-to-service candidates and the UGAS(MESM) agreement for in-service candidates.

(4) The Foundation Degree (FD) awarded during POETQC needs to be protected from reviews and any aspirations to steer training towards a higher apprenticeship that would see the FD negated.

b. **Interviews.** UGAS applicants will undergo an interview to determine suitability for the scheme, which will be conducted by the ATA(SM) or CNR / R&A staff.

[16] In exceptional circumstances, candidates may be offered an opportunity to extend their engagement by 1 year to complete their training/sea assignments and attend Portsmouth University 1 year later than originally planned.

ANNEX 73L

EXAMPLE UGAS TAILORED CAREER AGREEMENT (NEW TO SERVICE CANDIDATES)

Note. *This form is to be read in conjunction with its associated S3049 UGAS (DATE) -Notice/Attestation Form for entry/re-entry into or continuation in the Naval Service to serve on a TAILORED CAREER For The RN Undergraduate Apprenticeship Scheme - RN UGAS.*

OFFER OF A TAILORED CAREER TO:

NAME: .....

GENERAL TERMS AND CONDITIONS FOR NEW ENTRANTS OR RE-ENTRANTS JOINING THE ROYAL NAVY'S UNDERGRADUATE APPRENTICESHIP SCHEME - (RN UGAS)

It should be noted that:

Any offer made is dependent upon you meeting the required medical/fitness standards and security clearance/nationality status requirements for entry.

This letter outlines the main terms and conditions which will apply. You will also be subject to the terms and conditions in other publications and should note that terms and conditions are liable to change. Significant changes will usually be published through internal briefs and temporary memoranda, but Joint and single service references are amended regularly and you may not specifically be made aware of those which affect you. You will be treated in accordance with the terms and conditions extant at the relevant time and should ensure you remain up to date on policy which affects you. If in doubt, make enquiry through your Divisional line management.

1. Date of Entry

You will join HMS RALEIGH on ***(DATE)*** in order to undertake Phase 1 Training as a member of the Royal Navy's Undergraduate Apprenticeship Scheme (here after known as UGAS).

2. Career

a. You will initially enter on a Tailored Career (TC) of 8½ years. At this range it is expected that you will start your degree in *(DATE)*[1], with your service expected to end on *(DATE)* (after the posting of your graduation results from the University of Portsmouth/Upper Yardman (Engineer) degree course). The length of the TC may need to be altered, however, due to the uncertainties of submarine operations (which can delay sea training), the exact timing of training courses starting more than 3 years in the future, your own abilities, unforeseen changes in your personal circumstances and the need to align the end of your sea service with the start of the university academic year. This could require that your TC is marginally shortened or extended. Any such extension will be agreed with you as a normal aspect of managing a TC.

[1] This could occur in the preceding academic year.

b. UGAS is designed to accelerate individuals through the RN's general engineering and submarine training and education programme in approximately 4 years, in order to serve as a **qualified** Petty Officer Engineering Technician for a minimum of 36 months in either the ET(MESM) or ET(WESM) sub specialisation. Qualified POET service is defined as either:

(1) ET(MESM): Category B Nuclear Watchkeeper (Reactor Panel Operator[2]/Main Control Desk Operator[3], or Marine Engineering Technician of the Watch[4],[5]), or

(2) ET(WESM): Qualified Tactical Weapon System or Strategic Weapon System Maintainer & watchkeeper.

During the first part of your service you will be streamed by the RN as either UGAS(MESM) or UGAS(WESM) to serve in the ET(MESM) or ET(WESM) sub specialisations respectively. Once streamed, you will have no right to transfer to the other sub specialisation. If you choose to stay in the RN at the end of UGAS, you still will not have a right to transfer to another specialisation.

c. At the end of the Scheme, you will have a choice of:

(1) Requesting to continue in the RN as an ET(MESM) or ET(WESM) on an Engagement Stage 2 which will extend your career to 20 years' service or age 40, whichever is later.

(2) Entering the Officer Corps as a MESM or WESM sub-specialist on the Upper Yardman or Senior Upper Yardman schemes (dependent upon age), subject to passing the Admiralty Interview Board[6] (AIB) and being selected.

(3) Leaving the RN with a BEng (Hons) degree and substantial Nuclear Engineering experience which will provide you with an exceptional basis to move into a civilian career, particularly if you pursue opportunities in the wider MOD and UK Nuclear and Submarine Enterprise.

You will be required to inform your Career Manager which of these options you intend to follow at least 12 months before the end of your TC. This will allow RN career management decisions and arrangements to be made.

3. Rate, Seniority and Pay

You will enter the Royal Navy in the rank of probationary Leading Hand with a seniority of *(DATE)* and will be referred to as Leading Engineering Technician MESM. Your Incremental Basic Date will be *(DATE)* and your pay will be OR4-1 Supp 3[7].

[2] ASTUTE Class.
[3] VANGUARD Class.
[4] VANGUARD Class.
[5] ASTUTE Class.
[6] The AIB is normally sat prior to the start of the Upper Yardman Degree Course.
[7] For details of pay related matters refer to JSP 754.

4. Discipline

You will be subject to normal disciplinary regulations in accordance with the Armed Forces Act 2006 and any disciplinary action which would normally result in reversion or dis-rating may cause the termination of your TC. You will also be subject to compulsory drug testing in accordance with current policy.

5. Deployability

Although you will have the same worldwide deployment liability as a regular Service Person, as a member of the UGAS, you have been recruited specifically for service in submarines.

6. Statutory Discharge and Notice Period

a. On entry to the RN, if you are a new recruit with no former RN service, you will have a statutory right to give 14 days' notice of your wish to leave within your first 6 months of service, providing that you have completed a minimum of four weeks' service (excluding any leave periods or time forfeited). Thereafter, your on-going training and education will attract a return of service (RoS) to reflect the RN's significant investment in ensuring that you are able to serve as a **qualified** POET(MESM) or POET(WESM) for a minimum of 3 years before you start your BEng degree. The current RoS for training courses that form part of the UGAS training pipeline are detailed at Para 12. Your ability to usefully serve a RoS is dependent upon how far you have progressed along the UGAS pipeline such that you are able to qualify to serve as a technician in a submarine. Therefore and at the discretion of the Branch Manager your RoS may be waivered.

b. When not subject to a RoS, you will be eligible to submit 12 months' notice of your wish to leave the Royal Navy; however, if you take this option, you will be removed from the UGAS and placed at an appropriate point in the standard Engineering Technician (MESM or WESM as appropriate) career pipeline to serve out the outstanding period. This is also dependent upon how far you have progressed along the UGAS pipeline, however, such that you are able to qualify to serve as a technician on a submarine; therefore and at the discretion of the Branch Manager, your 12 months' notice may be waived.

7. Transfer to another Branch or Specialisation

There will be no opportunity to transfer to another branch or specialisation whilst you are on the Scheme unless it is in the interests of the service.

8. Entry to the Officer Corps

If you pass an Admiralty Interview Board (AIB) whilst on the scheme and are subsequently selected for the Officer Corps, you will not be allowed to enter BRNC until you have completed the sea delivery phase as a qualified POET(MESM) or POET(WESM). It should be noted that Upper Yardman (Engineer) officers similarly cannot join BRNC until successfully completing the BEng degree course at the University of Portsmouth.

9. Advancement

Subject to meeting your training targets and the mandated advancement criteria set out in this letter, including passing an annual Royal Naval Fitness Test, you will become eligible for consideration for accelerated advancement to the rates of substantive Leading Engineering Technician and Petty Officer Technician during your time on the UGAS. Thereafter, your advancement will be in accordance with the standard promotion criteria[8] detailed in BRd 3(1) Part 8, with selection based on merit, qualification, recommendation and requirement. In addition, you may be eligible for promotion to the acting higher rate on a local acting basis if there is a Service need eg. a vacancy at the higher rate within your role/organisation.

10. Transfer to a Longer Career or Extension to your Tailored Career

a. If your training is delayed such that you are unable to complete your sea delivery phase and university phase within this TC the following rules apply:

(1) If your training is delayed for Service reasons (eg. due to submarine programmes), an appropriate extension to your TC will be offered. If you elect to refuse an extension, you will lose your entitlement to attend university if you fail to complete the sea delivery phase.

(2) If your training is delayed due to personal reasons, an extension of service may be offered. If an extension is not offered or if an extension offer is refused, you will lose your entitlement to attend university if you fail to complete the sea delivery phase.

b. You will not be eligible to transfer to another Engagement Stage or be considered for an Extended Career until you have completed your sea delivery phase. At this point, subject to satisfactory service, you can request to transfer to an ES2 in order to extend your service to be able to complete a total of 20 years or serve until age 40 (whichever is the later). Thereafter, further extensions of service or transfers to longer engagements may be offered if there is a Service requirement. Service on a TC is permitted up to the day before an individual's 55th birthday or up to 11 years' service in total and is totally dependent on the needs of the Service.

[8] For example, CO's recommendation, in-date RN Fitness Test, passed appropriate training courses.

11. UGAS – Outline Career Description

a. Your training and career pipeline will be as follows:

(1) **Initial Training Phase (Common). You** will complete Phase 1 new entry training at HMS RALEIGH (indicative salary £31,100)**)**[9] and will then be assigned to the Submarine Qualification (SMQ) organisation to complete general submarine training, some of which will be on an operational submarine. Subject to service opportunities (eg. submarine availability), you may qualify as a submariner and gain your Submarine Dolphins during this phase. This phase of your training will take approximately 6 months in total, (indicative salary will be £31,100). Part way through this phase you will be streamed UGAS(MESM) or UGAS(WESM), and you will also attend an engineering safety course at HMS SULTAN and a developing leadership course at HMS COLLINGWOOD.

(2) If you are streamed UGAS(MESM), on completion of the Initial Training Phase:

(a) **First Shore Training Phase.** You will then be assigned to HMS SULTAN to complete any enabling training required before attending the Leading Engineering Technician's (LET) Qualification Course for submariners (ME 176 LETQC(SM)), ME257 Mechanical or ME256 LET Propulsion Electrical Maintainer, the Leading Rates Leadership Course (LRLC), and ME301 Nuclear Propulsion Systems Course (NPSC) and appropriate Craft and Adqual courses[10]. This phase of training will take approximately 15 months. You will be advanced to the rate of substantive Leading Engineering Technician at the end of NPSC, subject to satisfying service and eligibility criteria. On successful completion of the LETQC and Apprenticeship tasks completed during the Sea Training Phase, you will be awarded a Level 3 Advanced Apprenticeship in Engineering.

(b) **Sea Training Phase.** You will then be assigned to an operational submarine to qualify or re-affirm your submarine qualification and train and qualify as a Category D Watchkeeper, Category C Electrical Panel and Main Machinery Space Operator and Nuclear Propulsion Plant Shut Down Supervisor. At this point, you will be eligible for submarine pay[11] and Category C nuclear pay[12] (indicative total salary £36,700). On qualifying as a submariner you are also eligible for a £5,000 'Golden Hello'. You will conduct electrical maintenance and repair tasks under supervision; gaining experience in operations, maintenance, section management and repair. This 'journeyman' phase of your career path should take no more than 12 months and must include a minimum 6 months qualified as a Category C Watchkeeper and 3 months qualified as a Shut Down Supervisor. Unforeseen changes to submarine programmes or your own personal circumstances could extend this period.

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[9] For details of pay related matters refer to JSP 754.
[10] For example ME258 or ME259 Mechanical Craft courses
[11] RRP(SM).
[12] RRP(NP).

(c) **Second Shore Training Phase.** After your sea training phase you will return to HMS SULTAN to attend the ME264 Petty Officer Engineering Technician Qualifying Course (POETQC), the ME265 POET Advanced Propulsion Electrical Maintainer Course or ME266 POET Advanced Propulsion Mechanical Maintainer Course, the ME304 Nuclear Propulsion Operators Course (NPOC), the Senior Rates Leadership Course (SRLC), the ME267 Foundation Degree module and appropriate specialist training modules[13]. Completion of these courses will conclude your shore-based training on the UGAS(MESM); this phase can last approximately 13 months. During this phase, you will complete your Engineering Foundation Degree.

(d) **Sea Delivery Phase.** You will be assigned to an operational submarine to conduct onboard training to qualify as a Category B Watchkeeper (Reactor Panel Operator/Main Control Desk Operator[14] or ME Technician of the Watch) and electrical or mechanical systems maintainer, shutdown supervisor and deputy section head. Upon qualification as a Category B Watchkeeper, subject to eligibility criteria, you will be considered for advancement to Petty Officer Engineering Technician. Service as a Section Head will be at the discretion of the Marine Engineering Officer but UGAS(MESM) candidates are expected to achieve Section Head status within a year of qualifying as a Category B Watchkeeper. This phase of your career will last approximately 38-44 months but must include a minimum of 36 months' qualified Category B service (indicative salary £42,500 - £48,500 per annum) and will see you complete any RoS outstanding for LET and POET training.

(e) **University Degree Phase.** The exact timing of the end of your sea delivery phase will be based around a number of factors: the need to serve a minimum of 36 months as a qualified Category B operator; any leave you have outstanding and the pre-requisites[15] you need to complete before you start[16] the 3rd year of the University of Portsmouth/Upper Yardman (Engineer) degree course to top up your Foundation Degree to BEng(Hons). Whilst reading for your degree, you will still be serving in the RN and will, therefore, remain subject to the Armed forces Act 2006. There is no RoS for attaining your BEng. Before you start your first term at the University of Portsmouth, you must inform the RN career management authorities which of the paths at Para 2c you will follow upon completion of your final examinations and the posting of your degree results.

[13] For example ME303 courses – Diesel Maintainer, Primary Instrumentation Maintainer, Refrigeration and ACP Maintainer.
[14] Dependent upon class of submarine.
[15] Maths module currently delivered in June is a pre-requisite for the UY degree scheme.
[16] Academic year starts in September.

(3) If you are streamed UGAS(WESM), on completion of the Initial Training Phase:

(a) **First Shore Training Phase.** Lasting approximately 2 years, you will be assigned to HMS COLLINGWOOD to attend the Leading Engineering Technician Qualifying Course (LETQC). Subject to satisfying service and eligibility criteria, you will be advanced to LET(WESM) at the end of specialist maintainer training (either TWS or Strategic Weapon System (SWS)). On successful completion of LETQC and Apprenticeship tasks during the Sea Training Phase, you will be awarded a Level 3 Advanced Apprenticeship in Engineering.

(b) **Sea Training Phase.** You will then be assigned to an operational submarine to re-affirm your submarine qualification and train/qualify in an appropriate WESM watchkeeping position. You will also conduct electrical or mechanical maintenance and repair tasks under supervision, gaining experience in operations, maintenance, section management and repair. This ‘journeyman’ phase of your career path should take no more than 12 months and must include a minimum 6 months qualified.

(c) **Second Shore Training Phase.** After your sea training phase, you will return to HMS COLLINGWOOD to attend the Petty Officer Engineering Technician Qualifying Course (POETQC). You may also attend additional specialist training dependant on WESM Streaming at either the RNSMS or the Trident Training Facility. Completion of these courses will conclude your shore-based training for UGAS (WESM). This phase will last approximately 40 weeks, during which time you will complete your Foundation Engineering Degree.

(d) **Sea Delivery Phase.** This phase of your career will last a minimum of 36 months qualified as a POET (WESM) maintainer in either the TWS or SWS sub departments, during which time you will be assigned to an operational submarine to conduct onboard training to qualify within your specialisation and working towards Deputy Section Head. Upon qualification as TWS Senior Rate or Ship board for SWS personnel, subject to eligibility criteria, you will be considered for advancement to POET. Service as a Section Head will be at the discretion of the Weapon Engineering Officer but UGAS (WESM) candidates are expected to achieve Section Head within one year of qualifying.

(e) **University Degree Phase.** The exact timing of the end of your sea delivery phase will be based around a number of factors: the need to serve a minimum of 36 months as a qualified POET (WESM) maintainer; any leave you have outstanding and the pre-requisites[17] you need to complete before you start[18] the 3rd year of the University of Portsmouth/Upper Yardman (Engineer) degree course to top up your Foundation Degree to BEng(Hons). Whilst reading for your degree, you will still be serving in the RN and will, therefore, remain subject to the Armed forces Act 2006. There is no RoS for attaining your BEng. Before you start your first term at the University of Portsmouth, you must inform the ATA(SM) which of the paths at Para 2c you will follow upon completion of your final examinations and the posting of your degree results.

b. The UGAS Manager: ATA ESM, Neptune Admin Building, HMS NEPTUNE, HMNB CLYDE, G84 8HL | NAVY PEOPLE-WFPT ATA ESM | should be contacted if you have any queries.

c. **Removal from the Scheme.** Your Career/UGAS Manager may remove you from the UGAS if you fail to meet your training targets in a timely manner or you are deemed unsuitable for further training[19]. In such circumstances, you will be transferred to an appropriate point in the standard ET(ESM) career pipeline and your case will be dealt with in accordance with the normal rules which can include discharge. If you are retained, you will still be subject to the normal notice period or any RoS you have accrued in return for the qualifications achieved and training received. If you become unsuitable for service in submarines, you will be transferred to an appropriate point in the standard ET(ME) career pipeline and your case will be dealt with in accordance with the normal rules which can include branch transfer or discharge. Probationary LETs will be re-rated ET1. Substantive UGAS LETs will not be considered at the next annual promotion selection boards following removal from the scheme but will be presented to promotion selection boards thereafter providing that they continue to meet the eligibility criteria (See Para 67-12).

12. Return of Service for Training

a. The aim of the UGAS is to secure 36 months' **qualified** sea service from individuals as a qualified POET(MESM) or POET(WESM). This requires the RN to make a substantial training and educational investment in you. Certain elements of this training will attract a RoS, as laid out below and, consequentially, you will not be eligible to submit your notice to leave the RN during the course or the associated ROS, with the exception of the last 12 months of any RoS, ie. the last year of a RoS and the 12-month notice period can run concurrently. Your ability to usefully serve a RoS is dependent upon whether you have progressed along the UGAS pipeline far enough to able to qualify to serve as a technician on a submarine; therefore, and at the discretion of the Branch Manager, your RoS/notice period may be waived if you have not progressed sufficiently.

[17] Bridging modules are a pre-requisite for the UY degree scheme.
[18] Academic year starts in September.
[19] Eg. Exam failures and low academic performance.

Table 73L-1. Return of Service for Training

Course	RoS	Comment
UGAS(MESM) LET Qualifying Course (ME176)	24 months	Liability is incurred at the start of LET QC but the RoS starts at the end of the LET pipeline, ie. end of ME301 Nuclear Propulsion Systems Course
UGAS(MESM) POET Qualifying Course:(ME264)	36 months	Liability is incurred at the start of POET QC but the RoS starts at the end of the POET pipeline ie. end of ME304 Nuclear Propulsion Operators Course
UGAS(WESM) LET Qualifying Course: (WE213 / 214X)	24 months	Liability is incurred at the start of LET QC but the RoS starts at the end of the LET pipeline, ie. end of LET(WESM) Specialist Maintainer Training Course
UGAS(WESM) POET Qualifying Course:(WE316)	36 months	Liability is incurred at the start of POET QC but the RoS starts at the end of the POET pipeline ie. end of POET(WESM) Specialist Maintainer Training Course

b. Towards the end of a successful completion of the sea delivery phase, you will be enrolled on the University of Portsmouth degree course, however, the RoS which is typically associated with Upper Yardman (Engineer) (UY(E)) officers undertaking the BEng course is not applicable to UGAS(MESM/WESM) candidates on the basis that it forms an integral part of the UGAS(MESM/WESM) offer. Your entitlement to attend the University of Portsmouth/UY (E) degree course is conditional upon you completing the sea delivery phase (ie. providing a minimum 36 months' sea service as a qualified POET(MESM) or POET(WESM) Watchkeeper).

c. During the University phase, you will continue to be paid your RN salary and enjoy standard Service entitlements common to UY (E) officer candidates at the University of Portsmouth. As a result, you will not be subject to tuition fees or any RoS for the degree that you obtain. Your UGAS commitment will conclude 30 days after your degree results are posted and will be reflected in your TC final end date.

13. Leave Entitlement/Career Intermissions

Entitlement to Annual Leave will be in accordance with JSP 760 Chapter 1, entitlement to Maternity/Paternity/Parental Leave will be in accordance with JSP 760. You will have no entitlement to a Career Intermission on this TC. Should you take Maternity/Paternity/Parental Leave and delay your progress, however, you will require an extension to your TC; noting that attendance upon the university phase is still conditional on completion of the sea delivery phase (ie. a minimum of 36 months' qualified sea service as a qualified POET(MESM) or POET(WESM)).

ANY LEAVE NOT TAKEN BEFORE COMPLETION OF THIS AGREEMENT WILL BE FORFEITED.

14. Appraisal Reporting

Appraisal Reports are to be completed at normal reporting cycles in accordance with JSP 757.

15. Honours and Awards

You will be entitled to receive honours and awards, including campaign medals, as long as you meet the same eligibility criteria as a regular Service Person.

16. Medical/Dental Care

You will be entitled to full medical/dental care.

17. Accommodation

You will be entitled to Service Family Accommodation or Single Living Accommodation, as appropriate.

18. Continuity of Education Allowances (CEA)

You will only be entitled to CEA where you have the same worldwide deployment liability as a regular Service Person and also meet the criteria in JSP 752. You will need to obtain a CEA Eligibility Certificate.

19. Relocation Allowances (DA/RE)

You will only be entitled to relocation allowances where you have the same worldwide deployment liability as a regular Service Person and also meet the criteria in JSP 752.

20. Pension Scheme

If you are a re-entrant then you are advised to contact the JPAC Enquiry Centre at Mail Point 465, Kentigern House, 65 Brown Street, GLASGOW G2 8EX (telephone: 0141 224 3600) prior to accepting these terms for detailed advice on your entitlement to a pension or the impact on your pension if already awarded. In accordance with Treasury rules, those in receipt of an Armed Forces pension are liable to have that pension abated on re-employment in the Forces. Where an individual has taken resettlement commutation and their pension in payment is subject to abatement in whole or in part, a reduction equal to the annual amount of pension commuted will be made from their pension where there is sufficient remaining or partly from pension, partly from pay, where there is insufficient pension remaining. Where the pension is fully abated, the commutation reduction will be taken wholly from pay.

21. Reserve/Recall Liability

For new entrants with no former service, you will have a reserve liability if you complete a minimum of 2 years' service. For those with former service, your reserve liability may be affected, and further details can be found in BR 61 Chapter 2 (Officers) or Chapter 3 (Other Ranks). If you complete 20 years' total qualifying service (previous military service may count towards this) for pension (via a TC extension and/or transfer to another engagement) then that liability will be in the Recall Reserve. See also Details are in BRd 3(1) Part 7 Chapter 54 Section 9 Para 5464 and Annex 54I.

22. Resettlement/GRT/Terminal Leave

Your entitlement to resettlement/GRT/terminal leave is governed by the length of the TC. The normal minimum length of service to qualify for GRT is 6 years unless someone is medically discharged. Your Resettlement entitlement is detailed in JSP 534. Terminal leave entitlement is as set out in JSP 760 and normally comprises one day per month of service up to a maximum of 14 days.

23. Sponsors:

Submarine Engineers' Branch Manager
NAVY PEOPLE-HQ N5 ESM BM SO1
Headquarters, People & Training Directorate
NCHQ Mail Point 1-1
Leach Building
Whale Island
PORTSMOUTH
PO2 8BY

ATA (SM)
NAVY PEOPLE-WFPT ATA ESM
Neptune Admin Building
HMS NEPTUNE
HMNB Clyde
G84 8HL

APPENDIX 1 TO ANNEX 73L

ACCEPTANCE OF TERMS AND CONDITIONS OF SERVICE ON UGAS (ESM) TAILORED CAREER

1. I have read and understood the reference which details the terms and conditions of service applicable to my entry/re-entry in to the Royal Navy on a Tailored Career.

2. I accept/do not accept (delete as appropriate) the Terms and Conditions of Service in accordance with the reference.

Signed: .....

Name: .....

Rank: .....

Date: .....

Once completed, return to:

UGAS Manager/Career Manager
Rm 216 Building
1/150 Murray's Lane,
HMNB Portsmouth
PO1 3NH

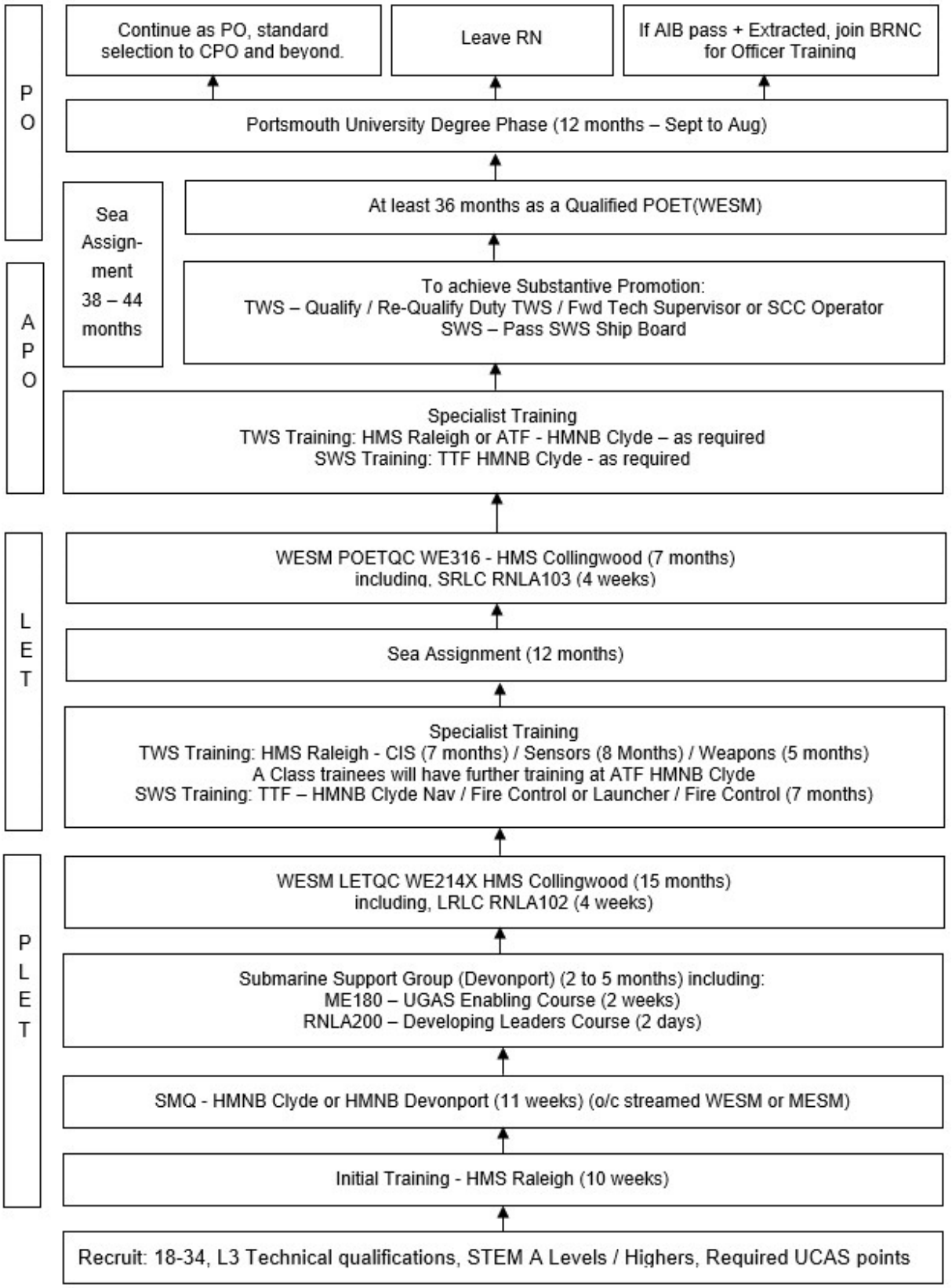
Mil: 9380 28627
BT: 02392 728627

DIIF: NAVY PERS-SSMP9
NavyPersSSMP9@mod.uk

A copy will be lodged with Terms of Service Team Navy Command Headquarters MPG2, West Battery Whale Island Portsmouth PO2 8DX. A copy should be retained by the applicant.

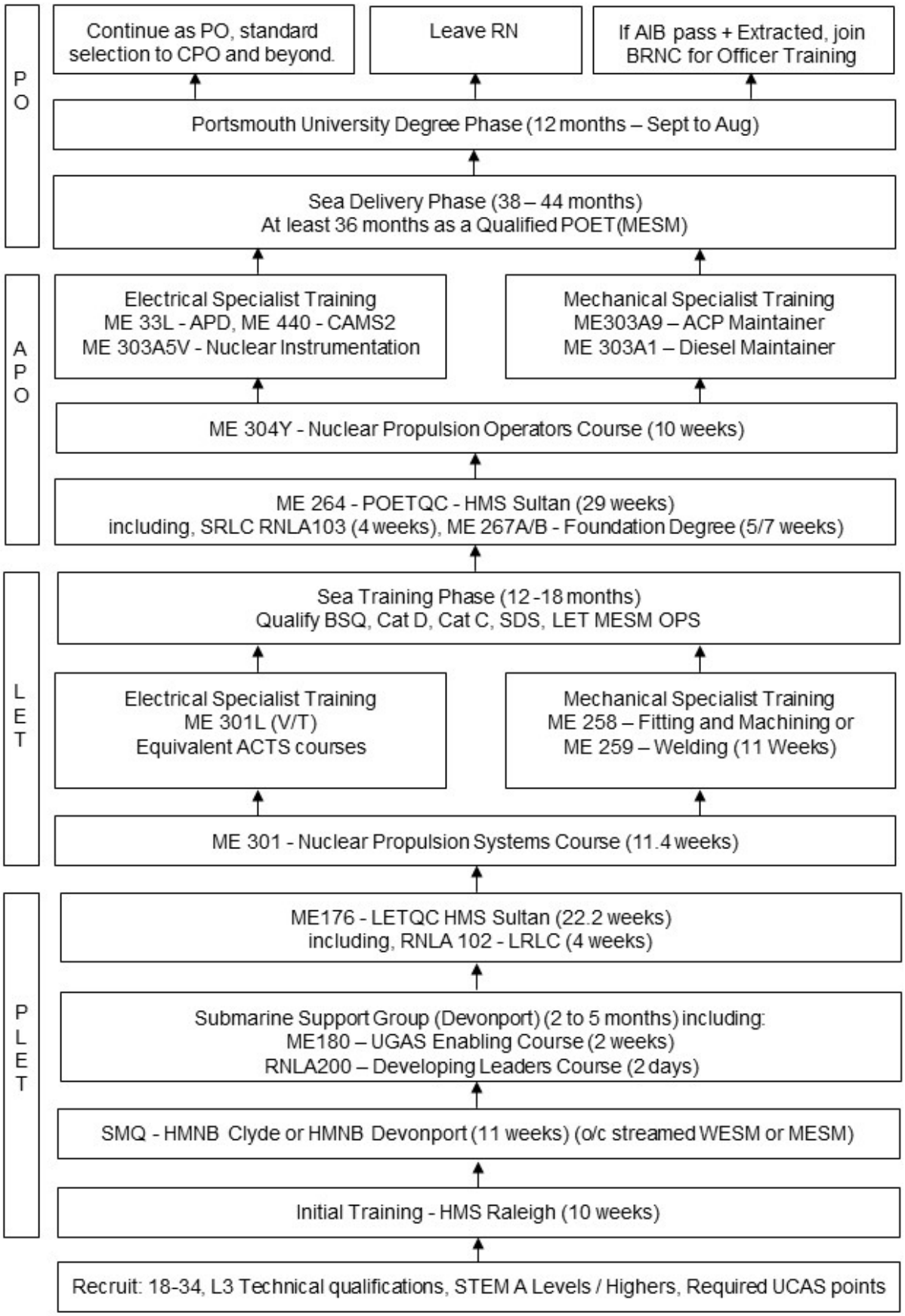
ANNEX 73M

UGAS (WESM) PIPELINE



ANNEX 73N

UGAS(MESM) PIPELINE



ANNEX 73O

UGAS UNIVERSITY PHASE

1. The final phase of the UGAS pipeline involves eligible candidates topping up the Fd Eng gained during POET training to a BEng(Hons) degree. Dependent on a candidate's Tailored Career (TC), the required degree top up course may be provided in-service or by attendance at the University of Portsmouth (UoP).

2. UGAS members applying for a UY/SUY career are strongly advised to complete their application and administration, including the Admiralty Interview Board during the Sea Delivery Phase. Applications should be submitted in the 2nd or 3rd year of the Sea Delivery Phase where candidates may gain the requisite SJAR recommendation and CO Insert Slip with their HOD and CO supporting the recommendation.

3. New-to Service UGAS members will follow the process detailed below for preparation and enrolment onto the University Degree Phase (UDP), for commencement in September of each academic year.

Timing	Action
On commencement of delivery period as a qualified PO	a. ATA(SM), icw UGAS POET, is to liaise with BM/CM to determine and set the TC end date. UGAS membership ceases 30 days after the candidate's degree result is published. The TC end date should be set at a later date that will accommodate candidates opting to leave the RN at the end of UGAS. It must allow sufficient service to cover outstanding GRT entitlement (iaw JSP534) and terminal leave. At the end date candidates opting to remain in the RN will be transferred to the appropriate ES engagement.
From Jan of year 'XX'	b. ATA(SM) directs Career Manager to assign UGAS POET to BRNC (Universities) from mid-July onward of the commencement of the UDP.(exact date varies) allowing time to complete the UTS Drummond joining routine, UoP orientation and the pre-degree bridging modules (exact dates of joining and modules set by UoP). c. ATA(SM) passes details of UGAS POETs attending UoP to BRNC(Universities), MESM and WESM Recording Authority (for info) and UoP Technology Admissions Office (see contact details at Para 5). d. UGAS members will be sent a pre-university questionnaire to inform ATA(SM) of accommodation requirements, contact details and intentions following the completion of the University Degree Phase: (1) Request to remain as an Engineering Technician – ATA(SM) will start considering suitable candidates for transfer to an ES2 engagement from January. Successful candidates of the UGAS ES2 Selection Board will be informed by the ATA(SM) via their HOD (~end of April). (2) Enter BRNC as an Engineering Officer . Successful UY/SUY candidates that have been extracted following FSB may commission on completion of the UDP. (3) Leave the RN - ATA(SM)/CM will have set Tailored Career termination date 30 days following completion of the UDP.

Feb - Mar 'XX' onwards	e. Assignment orders issued. UGAS POETs arrange their accommodation in SLA, SFA or other. f. Eligible UGAS POETs are provided the link for online enrolment to the appropriate degree course by the ATA(SM). Individuals are responsible for the application. The line manager contact details provided on enrolment for MESM and WESM UGAS members is to be the relevant Recording Authority.
Jun - Sep 'XX'	g. Join BRNC(Universities), UTS Drummond as directed in Assignment Order and attend bridging modules. h. Proceed on leave as directed by BRNC(Universities) (as applicable)
Sep 'XX'	i. Commence degree course
Jun 'XX+1'	j. Complete degree course. k. UoP post degree course results.
Jul 'XX+1'	l. UGAS membership ceases 30 days after UoP post degree results. m. For candidates remaining in the RN, assignment as directed by CM
30 Aug XX+1	n. Tx date (as determined for UGAS candidates opting to leave the RN.

Note. *Funding for UGAS candidates to attend UoP is provided under NCHQ Funding Line G47 NGA003.*

4. Points of Contact:

BRNC(University)	NAVY TRG BRNC-DDSON	
UoP Engineering Facilities Finance	paulinestewart@port.ac.uk	02392 842353
UoP Tuition Fee Dept		02392 845259
UoP Technology Admissions - Technology	admissions@port.ac.uk raquel.falcon@port.ac.uk	02392 845566

5. UGAS candidates attending the UoP are required to complete the university's online application. The following should be noted:

a. Applicants are to use MESM RA or WESMRA contact names as their Line Manager Point of Contact. Current RA contact details will be provided by ATA(SM) via email.

b. ATA(SM) will provide the UoP with a generic reference for all candidates.

c. Do not enter Unique Learner Number or funding details.

d. To satisfy the requirement to submit evidence of recognised prior learning, UGAS candidates should upload their foundation degree certificates under section upload documents/educational certificates.

6. Any UGAS candidate failing the degree scheme will not attract any right or opportunity to repeat at Service expense. This includes candidates remaining in the RN at the end of the scheme who will not have any right to repeat at service expense.

7. SJAR Reporting. Whilst at UoP, personnel will receive an authorised gap in reporting as line management will not have sufficient knowledge to formulate a comprehensive appraisal report.

8. UY / SUY Selection Reporting Requirement. During the University Degree Phase, UTS Drummond Divisional/Reporting Officers do not have sufficient knowledge of any UGAS members to appropriately support new applications for UY/SUY. UGAS members applying for a UY/SUY career are strongly advised to complete their application and administration, including the Admiralty Interview Board during the Sea Delivery Phase. Applications should be submitted in the 2nd or 3rd year of the Sea Delivery Phase where candidates may gain the requisite SJAR recommendation and CO Insert Slip with their HOD and CO supporting the recommendation. Any UY/SUY applications made early in the Sea Delivery Phase may result in FSB selection/extraction during the Tailored Career, which will risk completion of the Sea Delivery Phase and eligibility to enrol onto the UGAS in-service degree. Any applications made during the University Degree Phase may be deferred until the applicant returns to a role where sponsors have sufficient professional knowledge to support the UY/SUY application. All UY/SUY applicants are advised to engage with their DO, UY/SUY sponsor and the Recording Authority for further guidance.

Notes:

1. *Candidates are required to achieve the minimum qualified service before starting the University Phase. BR3(1) Ch73 Para 7307, Annexes 73J WESM CONOPS and 73K MESM CONOPS refer.*

2. *Eligibility to enrol onto the University Degree Phase is clearly defined. ATA(SM) will confirm the eligibility of candidates prior to enrolment.*

3. *There is no return of service associated with the degree course.*

4. *UoP run one degree top-up course per year, starting in September.*

ANNEX 73P

ATA(SM) UGAS & AA(SM) WARNING PROFORMA

DETAILS OF FORMAL ATA(SM) WARNING				
RANK/RATE	SURNAME	INITIALS	SERVICE NUMBER	UNIT

TYPE OF WARNING:	NGT: ☐ PROFESSIONAL: ☐		
LEVEL OF WARNING:	VERBAL: ☐ WRITTEN: ☐ FINAL: ☐ Warning retained: ☐		
DATE OF WARNING:		DATE OF REVIEW:	

REASON FOR WARNING:

REQUIRED IMPROVEMENT BY REVIEW DATE:

PROCESS AND POSSIBLE CONSEQUENCES OF FAILING TO IMPROVE BY REVIEW DATE:

ATA(SM) WARNING OFFICER DETAILS:
I have issued this formal warning which shall be presented by the local issuing officer as detailed below. Name: ..... Signed: ..... Date: .....

LOCAL ISSUING OFFICER DETAILS:
I have today formally warned the Subject Rating. Name: ..... Signed: ..... Date: .....

DECLARATION BY SERVICE PERSON UNDER WARNING:
I understand the nature and consequences of the warning detailed above and acknowledge the advice given and the possible consequences if I fail to improve by the review date. Name: ..... Signed: ..... Date: .....

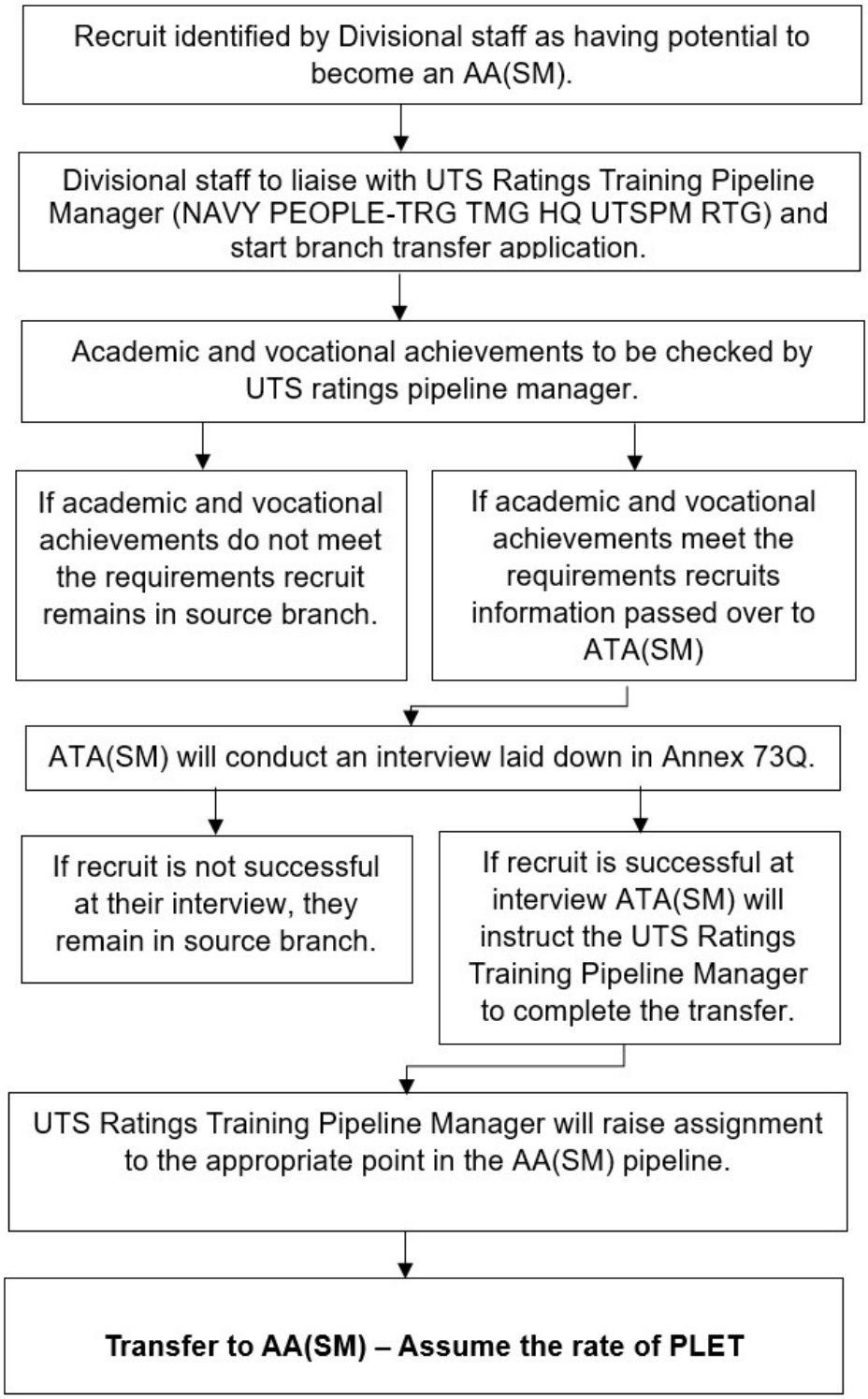
Copies retained by: Rating under warning; Rating's DO; ATA(SM).

ANNEX 73Q

AA(SM) BRANCH TRANSFER AIDE MEMOIR AND INTERVIEW GUIDE

1. The flow chart below should be used by line management of personnel considering branch transfer application to AA(SM). Full details are found in Para 7304.

Figure 73Q-1. Branch Transfer Application Flowchart



2. The AA(SM) Selection Interview will take the following format:

a. **Introduction:** The interviewer will outline the requirements of the board.

b. **Candidate Introduction:** Candidates will be asked to give a brief on their background, interests and career to date.

c. **Training and Career Development:** Candidates should be able to demonstrate awareness of the LET and POET role.

d. **General Technical Knowledge:** Candidates will be expected to demonstrate a good knowledge of basic engineering systems, using diagrams if appropriate. They must be able to demonstrate an aptitude and understanding of basic engineering principles in both mechanical and electrical disciplines.

f. **General Awareness:** Candidates will be expected have an appreciation of the Royal Navy in terms of current and future platforms.

3. Questions should be based, where appropriate, around scenarios the individuals would likely have encountered before entering the RN. Use of diagrammatic explanations is acceptable. Allowances should be made for lack of board / interview experience.

4. AA(SM) Branch Transfer Interview Proforma

Name & Rate		**Course No**	
Official Number		**Date of Interview**	
Date Joined RN		**QEPO on JPA**	
Interview Conducted by			

1. Training & Career Development. AA(SM) *Candidates should be able to demonstrate/show:* • Understanding of AA(SM) promotion timelines and qualifications. • What are the Leadership and Management differences between AB, LH and PO?	
Comments:	/5
2. General Technical Knowledge. AA(SM) *Candidates should be able to demonstrate/show:* • General Technical knowledge, including basic knowledge of: • Basic Engineering theory – Fridge cycle / Electrical theory / ICE / HPAC	
Comments:	/5
3. General Submarine Knowledge. *AA(SM) Candidates should be able to demonstrate/show:* • Types of S/M used by the RN and their primary roles. • Future platforms.	
Comments:	/5
4. Motivation and Leadership. AA(SM) *Candidates should be able to communicate:* • Why do you want to become an AA(SM)? • Why do you feel you should be given the opportunity to proceed through your career at an accelerated rate ahead of your peers? • What experience do you have of leadership / management / being in charge of others?	
Comments:	/5

5. Overall Performance on the Board:	
Comments:	/5

Result: V STRONG / STRONG / SATISFACTORY / FAIL		/25
Comments:		
Interviewer Name:	Signed:	Date:

Selected for AA(SM) Scheme	Yes / No
Date of AA(SM) Scheme Selection	
Date of Email sent to UTS Pipeline Manager	