

DIN DIGEST for December 2008

REF	Title (includes hyperlink)	Audience	Contains	Sponsor Branch
Cancelled DIN				
CHANNEL 01 - PERSONNEL				
2008DIN01-272	Royal Navy Dental Surgery Assistant Branch Name Change to Dental Nurse	All Service and Civilian Personnel	Name Change of Dental Surgery Assistants Branch to Dental Nurse	Naval Command Medical Division
2008DIN01-273	Introduction of a Service Indicator to the Annual Schools Census in England and Wales	Personnel with children attending state schools in England and Wales Commanding Officers, Welfare Staff, G1 Staff	What does the Service Indicator on the Annual Schools Census in England and Wales mean for Service Personnel and their families?	SPPol AFW
2008DIN01-274	Application process for staff wishing to apply for the 2009 Senior Civil Service (SCS) Assessment Centre	Broader Band B staff, including Trading Funds, Retained Grade Band B Staff, Band B staff recruited externally via open competition; SCS FTAs who have the option to convert to permanent status within the terms of their employment. Line Managers and Skills Champions of these groups;	Process for applications for staff wishing to apply for the 2009 Senior Civil Service Assessment Centre	PPPA RD&P Promotion (SCS)
2008DIN01-275	Introduction of Royal Navy Police Insignia	RN Personnel (General), Royal Military Police, RAF Police	The introduction of RNP badges and the uniform requirements for wearing	HQ Provost Marshal(Navy)
2008DIN01-276	Late Entry (LE) Commissions in the Adjutant General's Corps (AGC)	All Military Units who employ Warrant Officers and Senior Non Commissioned Officers.	Administrative Procedures for Applications for Late Entry (LE) Commissions in the Adjutant Generals' Corps	MS Sldr CSS AGC Wing
2008DIN01-277	Honorary Rank – Royal Fleet Reserve and Volunteer Reserves	Naval Service	An anomaly exists between Hon rank regulations for ex-Regular (RFR) and Maritime Reserves (MR) officers. This DIN aligns the RFR with the MR, permitting Hon rank on final retirement to officers who have served in Acting Higher Rank on FTRS, or as uniformed Civil Service Military Support Function officers.	Naval Secretary
2008DIN01-278	Defence Commercial Function Skills Framework, version 1, April 2008	All staff in the MOD and its Agencies who are involved in Commercial and their line managers	Information on the launch of the new Defence Commercial Function Skills Framework	Defence Commercial Directorate
2008DIN01-279	Casual and Fixed-Term employees – end of appointments	MOD civil servants who are appointed on casual or fixed-term contracts and Service and civilian line managers	The rules and processes to be followed when the period of employment of a casual or fixed-term appointee below the Senior Civil Service is due to end	DCP-EF Pensions & Leavers
2008DIN01-280	Time off in Lieu of Payment for additional hours worked by part time employees	All civilian staff on part time hours contracts	Part time workers now allowed Time off in lieu of Payment (TOILP) for additional hours worked as a result of The Part –Time Workers (Prevention of Less Favourable Treatment Regulations 2002	DGCP – EF Diversity

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2008DIN01-281	All England Lawn Tennis Championship – Wimbledon 2009	Royal Navy, Army and Royal Air Force Personnel	Procedures that Service personnel should follow to apply to be a Service Steward at the All England Lawn Tennis Championships – Wimbledon 2009.	CO JSAU(L)
2008DIN01-282	Naval Service Policy On Wearing CS95.	All Naval Service Personnel	Uniform – Wearing of CS95 within the Naval Service.	FLEET-CAP LOG OPS DACOS
2008DIN01-283	Director Naval Physical Development (DNPd)	All RN and RM personnel	Post of Director Naval Physical Development (DNPd)	DNPd
2008DIN01-284	Royal Navy and Royal Marines Officers: 2009 Transfer, Promotion, and Sea, Air and Military Command Selection Boards - Instructions to Reporting Officers and Report Administrators	RN and RM Officers, Reporting Officers and Administrators	Officers Promotion and Military Selection Boards	FLEET-DNPERS
2008DIN01-285	Support to staff studying for a finance qualification	All non-industrial staff in the MOD and its Agencies	Guidance on study leave allowances and the payments available to staff for the attainment of specified finance qualifications	Finance Professionalism Skills Development
2008DIN01-286	Ship and Naval Air Squadron Command Qualification Examinations	Warfare Officers, RN	This DIN explains the process and requirements for ship command examinations.	FLEET HQ
2008DIN01-287	Queen Alexandra's Royal Naval Nursing Service (QARNNS) and Medical Services (MS) Upper Yardman (UY) and Senior Upper Yardman (SUY) Recording Authority (RA).	All QARNNS and MS personnel	Contact details for QARNNS and MS UY/SUY RA	Navy Command Medical Division
2008DIN01-288	Promotion to Band D 2009	All MOD civilian personnel and line managers	Band D Assessment Centre 2009	PPPA Development & Promotion
2008DIN01-289	The Civil Service Code – Nominated Officers	All civilian Personnel, and all line managers of civilian personnel	Conduct expected of Civil Servants, and handling matters of conscience and reporting concerns about your work – the introduction of Departmental Nominated Officers	DCP EF Conduct
2008DIN01-290	JSP 831 Redress of Individual Grievances: Service Complaints – Minor Review	All Service Personnel and all other MOD personnel involved with the management of Service Complaints.	Notification that JSP 831 has been amended following a minor review	SP Policy Service Conditions
2008DIN01-291	Commissioning in the Army Air Corps	All Army Air Corps Personnel All Army Warrant Officers	Guidelines for Personnel who wish to apply for a Commission in the Army Air Corps	HQ AAC

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CHANNEL 02 - SECURITY and INTELLIGENCE				
2008DIN02-025	Security Breach Management	All MOD civilian and Service personnel. Contractors working on MOD premises	Introduces guidance on Security Breach Management and advice to civilian line managers and Service Commanders on the avenues of disciplinary or administrative action that should be considered in the event of one of their personnel committing a security breach	Defence Security
2008DIN02-026	Generic Authority for Carriage Letter for Portable CIS and Secure Mobile Telephones	Security Advisors, Branch and IT Security Officers, COMSEC Officers and COMSEC Custodians	Introduces MOD's new Generic Authority for Carriage Letter for Portable CIS and Secure Mobile Telephones.	DefSy
CHANNEL 03 - DEFENCE POLICY AND OPERATIONS				
CHANNEL 04 - DEFENCE EQUIPMENT and SUPPORT and the DEFENCE ESTATES				
2008DIN04-150	Publication of JSP 800 Vol 5 Edition 3 Defence Road Transport Policy	All service and civilian personnel using MOD vehicles	Issue of JSP 800 Vol 5 Edition 3 Defence Road Transport Policy	Defence Movements and Transport Policy Division
2008DIN04-151	Material Defect Categories and Definitions in Surface Ships	All RN, RFA, RN Shore Establishments, DG Ships, DG Weapons, MCTA and Naval Bases.	Introduces a common metric for categorising and defining defects picked up during material survey and inspections.	DES DGShips SEBG PMAAT TL
2008DIN04-152	Contractor Logistic Support Arrangement for In Service Major Sonars, AJU/AJN, AVT, ECB680 & Towed Array Support equipment	All RN Service and Civilian Personnel connected with the above equipment	Information and contact details relating to in-service support to the Fleet for Major Sonars, AJU/AJN, AVT, ECB680 & Towed Array Support equipment.	Fleet Wide equipment – Underwater Warfare Systems
2008DIN04-153	The Defence Storage and Distribution Agency (DSDA) Intranet Site	All three services	The introduction of DSDA's revised Intranet site, its functions and information available	DSDA
2008DIN04-154	Selling MoD Stores on Repayment Terms – Rates for Departmental Expenses	All Service and civilian personnel	Selling of MoD Stores on Repayment Terms – Rates for Departmental Expenses To Be Charged.	DSA, Head Repayment Sales PSS1
2008DIN04-155	Type 45 destroyer First Of Class (HMS DARING) – Acceptance off Contract to In Service Date (AOC to ISD) Trials and Support arrangements.	All RN	Details the support arrangements and administrative and operational responsibilities which will apply for HMS DARING during the trials period which will commence at Acceptance of Contract and complete at her in-service date.	DE&S Destroyers Directorate
2008DIN04-156	Cancellation of SAXON GWR AESP'S	Saxon GWR hierarchy and User Units.	Cancellation and disposal instructions for Saxon GWR AESP publications	LAS IPT DE&S Abbey Wood
2008DIN04-157	Obsolete and Obsolescent TEM Controlled Test and Measurement Equipment	All three services	Obsolete and Obsolescent declaration of GPTME	T & M

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2008DIN04-158	Annual Provision of additional medical modules for training and exercises	All Service personnel	This DIN sets out the Tri-service procedure for ensuring that medical modules are ordered and delivered for exercises and training (including adventurous training (AT) & non-allocated exercises) following the Priming Equipment Package (PEP) methodology.	Med & GS IPT SO3 Ops Support
2008DIN04-159	Equipment Tables, Scales and Schedules	Equipment Table account holders	New, revised and cancelled Equipment Tables, Equipment Table Scales and Equipment Table Schedules.	SCS (PS) (Land)
2008DIN04-160	The Integrated UMMS Environment	All personnel connected to Maritime Engineering	Description of the requirement for and benefits of the Integrated UMMS Environment	Maritime Maintenance Support Group
2008DIN04-161	MOD Printing Arrangements	All Service and Civilian Personnel	An updated guide to assist MoD in the procurement process of all Print Management Requirements.	DE & S CC&C DM CMT
CHANNEL 05 - DEFENCE MANAGEMENT, ORGANISATION and BUSINESS PRACTICE				
2008DIN05-050	Introduction to Privacy Impact Assessments	All Data Protection Officers, Information Asset Owners, Service, Civilian Personnel and Defence Contractors who have any involvement in processing/handling Personal Data.	The use of Privacy Impact Assessments for Projects that involve the handling and storage of personnel information has been mandated by the Government. This DIN provides guidance on the introduction of PIAs in the Department.	CIO-IHAT
2008DIN05-051	Forward Support (Air) – draw-down and disestablishment	All Service and Civilian personnel involved in Aviation or support	Notification of the draw-down of the Forward Support (Air) IPT, closure of offices and interim arrangements pending formal disestablishment.	AD Forward Support/PACE PM, DG Combat Air, DE&S
2008DIN05-052	The Defence Inquests Unit	All Service and Civilian Personnel	Formation of the Defence Inquests Unit, its purpose, method of working, communication between Coroners and Single Service and points of contact	The Defence Inquests Unit
2008DIN05-053	Formation of the Service Prosecuting Authority	All Military Personnel	With effect of 1 Jan 09, the three individual Service Prosecuting Authorities will merge to form the Service Prosecuting Authority.	Service Prosecuting Authority
CHANNEL 06 - SAFETY, HEALTH, ENVIRONMENT, FIRE				
2008DIN06-036	Publication of Amendment 4 to Joint Service Publication 317 (JSP 317 4th Edition AL 4 Jan 09) – Joint Service Safety Regulations for the Storage and Handling of Fuels and Lubricants.	All MOD Personnel and contractors working on MOD sites	Announcement of Publication of Amendment 4 to JSP 317 4th Edition	HQ Defence Fuels Group (DFG)
2008DIN06-037	Publication of Amendment 2 to Joint Service Publication 319 (JSP 319 3rd Edition AL 2 Jan 09) – Joint Service Safety Regulations for the Storage and Handling of Liquefied Petroleum Gas (LPG) and Industrial Gases (IG)	All MOD Personnel and contractors working on MOD sites	Announcement of Publication of Amendment 2 to JSP 319 3rd Edition	HQ Defence Fuels Group (DFG)

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2008DIN06-038	MOD JSP 375 Vol 3 Chapter 7 Safety Rules and Procedures for Working at Height on Restricted High Places	Full MOD-wide UK and Overseas	Working at Height policy on MOD estate	DS&C,
2008DIN06-039	New Regulatory Requirements for the Transport of Lithium Batteries	All IPTs, service and civilian personnel involved in the procurement, storage and consignment of lithium batteries.	New Regulatory Requirements for the Transport of Lithium Batteries	Defence Movements & Transport Policy Division
CHANNEL 07 - TRAINING and EDUCATION				
2008DIN07-181	Exercise Enduring Help 09	Tri Service - All Units	Exercise Instruction & Entry Form – Ex Enduring Help 09	Defence School of Transport Defence College of Logistics
2008DIN07-165	Qualified Multi Engine Tactics Instructor Course (QMETI)	All RAF 2 Gp multi-engine flying units	The QMETI is designed to enable selected personnel to provide effective tactical guidance and advice for the operational employment of SqN/Wg crews and aircraft.	RAF 2 Gp SO2 STR1
2008DIN07-166	The Aircrew Instructors Course	Aircrew (except QFIs, QHIs, QHCIs) who are selected for airborne-related instructional duties.	Eligibility, syllabus and administrative details for applicants.	OC Rear Crew Examiners, HQ CFS
2008DIN07-167	Army Recruiting and Training Division (ARTD) Staff Leadership School (ASLS) Course Programme & Policy : Jan 09-Mar 10	ARTD Op Group commanders and managers. Managers (in losing unit) of personnel assigned to ARTD schools. Managers of TA Ph 1 instructors.	ASLS Courses: Course descriptions, course dates, bidding and loading details. DTTT and Leadership Development (Coaching) courses.	ASLS
2008DIN07-168	Booking of Coach Transport for UK Based Units Training in Germany	UK Service units training in Germany	This DIN gives the revised process for booking coach transport for units training in Germany.	HQLF
2008DIN07-169	Psychological Operations Courses March 2009 – February 2010	All Service Personnel	Course Description and Course Application	HQ Land (15 (UK) PYSOPS Group
2008DIN07-170	Directorate of Aviation Regulation and Safety (DARS) Flying Supervisory and Flight Safety Courses FY 09/10	All aviation and aviation support units/ squadrons	Details of eligibility, dates and application processes for DARS flying supervision and flight safety courses	D DARS
2008DIN07-171	Changes to RN Initial Officer Training	All RN Service and civilian personnel	Replacement of the Multiple Entry Scheme (MES) from April 2009 by the 3-Term Entry (3TE).	Cdre BRNC
2008DIN07-172	The Defence Engineering and Science Group Bursary Scheme	All permanent MOD staff interested in undergraduate sponsorship prior to a graduate level civilian engineering career in MOD	This DIN describes the availability of a bursary to support undergraduate engineering studies prior to a graduate level engineering career in the MoD	The Defence Engineering and Science Group
2008DIN07-173	Defence Technical Undergraduate Scheme (DTUS) – Competition for 2009 Intake.	All MOD staff with relatives or acquaintances interested in a undergraduate sponsorship in preparation for an engineering career as a civilian with the MOD	The MoD offers the opportunity for undergraduate engineering sponsorship at selected Universities; this DIN gives details.	The Defence Engineering and Science Group

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2008DIN07-174	Welbeck – The Defence Sixth Form College – September 2009 Intake	All MoD staff with relatives or acquaintances interested in a science and engineering sixth form education prior to University and a career in the Ministry of Defence Civil Service	Applications are invited for attendance at Welbeck the Defence Sixth Form College (DFSC). This DIN Contains further details.	Defence Engineering and Science Group.
2008DIN07-175	dblearning, Joint Equality and Diversity Training Centre (JEDTC) –Harassment Investigating Officers Training 2009 - 2010	All Service Personnel	Course dates and application forms	dblearning Regional Centre Glasgow
2008DIN07-176	The Defence Survival, Evasion, Resistance and Extraction (SERE) Training Centre (DSTC) Training Programme for 1 Apr 09 – 31 Mar 10.	All MOD Personnel	This DIN announces the Defence Survival, Evasion, Resistance and Extraction (SERE) Training Centre (DSTC) Training Programme for 1 Apr 09 – 31 Mar 10	CO DSTC
2008DIN07-177	The Defence Survival, Evasion, Resistance and Extraction (SERE) Training Centre (DSTC) Course Administration Details And Course Summary for 1 Apr 09 – 31 Mar 10.	All MOD Personnel	This DIN announces the Defence Survival, Evasion, Resistance and Extraction (SERE) Training Centre (DSTC) Course Administration Details And Course Summaries for the period 1 Jan 09 – 31 Mar 10.	CO DSTC
2008DIN07-178	School of Fighter Control (SFC) Courses Jan 2009 to March 2010	All Service and Civilian Personnel Involved in Training	Details of all courses taught at SFC from Jan 2009 – March 2010 and the process of Application	C2 Spt Trg & Manpower
2008DIN07-179	Joint Services Command and Staff College – RAF Division – Course Dates for Officer Professional Military Development (Air) Training and other courses for the JSCSC Academic year 2008/2009 & 2009/10.	RAF Officers and Unit P Staffs.	RAF Division – Course Dates – 2008/2009 & 2009/2010.	RAF Division, Joint Services Command and Staff College.
2008DIN07-180	Rebalancing Military Knowledge 1(V) (Mk1(V)) and the Junior Officers Tactical Awareness Course (JOTAC) for TA Officers.	All TA – but principally TA Group A officers	This DIN details the revised arrangements and details for TA officers undertaking MK1(V) and JOTAC from May 09 onwards	Director of Training (Army), HQ Land Forces
CHANNEL 08 - FINANCE, ACCOUNTING and BUDGETING				
2008DIN08-017	FI 17/08 All finance and commercial staff	All finance and commercial staff	The application of the temporary reduction in standard rate VAT to 15% within MoD.	DCFMC Accounting Policy
2008DIN08-018	FI 18/08: 2008-2009 Departmental Resource Account - Closure of Feeders	All Feeder Staff, Senior Finance Officers, Civilian and Service Budget Managers and Resource Accounting Staff.	Instructions on the closure of feeders for Departmental Resource Account 2008-2009	Corporate Financial Accounting Team (CFAT)
2008DIN08-019	FI 19/08: Addressing Sustainable Development in Investment Appraisals.	All Service and civilian personnel	This DIN supplements JSP 507 MOD Guide to Investment Appraisal and Evaluation to provide more explicit guidance on how to ensure sustainability issues are fully addressed in investment appraisals.	DASA DESA (Appraisal and Evaluation Branch)

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CHANNEL 09 - HONOURS, AWARDS, ROYAL and CEREMONIAL EVENTS				
CHANNEL 10 - SPORTS and SOCIAL EVENTS				