

DIN DIGEST

August 2009

REF	Title (includes hyperlink)	Audience	Contains	Sponsor Branch
Cancelled DIN				
2005DIN02-104	Guidance for the Naval Service on the use of career breaks			
CHANNEL 01 - PERSONNEL				
2009DIN01-153	MOD Non Industrial 2009 Pay Increase for Grades represented by FDA, Prospect, PCS and the ROA.	All MOD Civilian staff below Senior Civil Service in the above grades including casual and eligible fixed term appointees except for staff employed by the Meteorological Office, UK Hydrographic Office, Defence Science and Technology Laboratory, Defence Support Group, RAF Museum, RN Museum, single outside analogue grades and any staff covered by alternative arrangements.	The purpose of this DIN is to inform staff of the 2009 pay increases	DCP EF PMRR
2009DIN01-154 Replaces 2008DIN01-190	RAMADAN & EIDUL FITR 2009 The Islamic Month of Fasting & Festival of Eidul Fitr	Commanding Officers, Line Managers, Chaplains, Catering Staff (including contractors) and personnel of the Muslim Faith in the Armed Forces	Details of the Month of Fasting and Festival of Eidul Fitr	MOD Chaplains (Army)
2009DIN01-155 Replaces 2008DIN01-088	Volunteers for 4/73 (Sphinx) Special OP Battery Royal Artillery	All service personnel	This DIN provides details of the Surveillance and Target Acquisition Patrols Course (STA PC) and the procedures through which Tri-Service volunteers, both regular and territorial, may apply to serve with 4/73 (Sphinx) Special OP Battery. Volunteers who successfully complete the course will be posted to the Battery for two years. RA soldiers volunteering to become STA Patrol Soldiers should follow the instructions as laid down in Royal Artillery MCM General Instructions 1.3.	4/73 Battery
2009DIN01-156	Pay Structure Guide for Civilian Medical Practitioner (CMP) recruiters	Personnel involved in the recruitment of CMPs	Pay Structure Guide for CMPs	SGD-SO2 Med Pers Pol & Dev
2009DIN01-157	Complaints and Appeals Procedures for members of AFPS 75, AFPS 05, RFPS and NRPS	Members of AFPS 75, AFPS 05, RFPS and NRPS	Guidance on the new arrangements for the complaints and appeals procedures for members of AFPS 75, AFPS 05, RFPS and NRPS	DCDS Pers Pens, Comp & Vets
2009DIN01-158 Replaces 2009DIN01-045	Ministry of Defence Police: Annual Pay Award and increase to Competence Related Threshold Payment	All MDP officers up to and including Assistant Chief Constable	Revised pay scales for all MDP ranks up to and including Assistant Chief Constable and increase to Competence Related Threshold Payment	HR Policy, MDPGA HQ
2009DIN01-159	Equality & Diversity Joint Combined Defence Whitley Council Meeting held on 8 th April 2009	All Civilian staff, and Service personnel who manage Civilian staff	Minutes of the meeting held on 8 th April 2009	DGCP-EF Diversity 4a

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2009DIN01-160	Age Retirement for Salvage & Marine Retained Grades.	All Service and Civilian Personnel	Details of change to Salvage & Marine Retained Grades Normal Retirement Age Policy.	Salvage & Marine operations Corporate Business Manager
2009DIN01-161	MOD Industrial 2009 Pay Increase for Grades represented by Unite, GMB and UCATT negotiated by the Joint Industrial Pay Committee (JIPC).	All MOD Industrial staff below Senior Civil Service in the Skill Zones including casual and eligible fixed term appointees except for MOD Firefighters, staff employed by the Meteorological Office, Defence Science Technology Laboratory, DSG, DSDA, UK Hydrographic Office, RN Museum, RAF Museum or any other defence agency operating its own pay arrangements, single outside analogue grades or any staff covered by alternative arrangements	The purpose of this DIN is to inform Industrial staff of the 2009 pay increases	DCP EF PMRR
2009DIN01-162 Replaces 2009DIN01-025	Challenge Cymru	All MOD civilian personnel and line managers	Challenge Cymru	PPPA People Service Centre (PSC) (civ) 0800 345 7772 Mil 93 345 7772
2009DIN01-163	Amendments To Unit Command Selection Criteria	All ARMY OFFICERS	Notification of the changes to the eligibility criteria for unit command in the LToS era.	Director Manning (Army)
2009DIN01-164	Queen Victoria School (QVS)	All Service Personnel who are Scottish or who have served in Scotland	Notification of entry criteria for QVS	HQ DETS(A)
2009DIN01-165	Selection Regulations – Army Officer Selection Board	All A&SDs	The selection processes for Territorial Army (TA) and Regular Army officer entry and the transfer procedures between career paths.	Director Manning (Army)
2009DIN01-166	SCS Promotion Review 2009 – List of Successful Candidates	All Service and Civilian Personnel	2009 SCS Promotion Review – Successful Candidates	PPPA RD&P Promotion (SCS)
2009DIN01-167 Replaces 2008DIN01-263	Raleigh Leadership Development Expedition	All MOD civilian personnel and line managers	Raleigh Leadership Development Expedition	PPPA Learning & Development
2009DIN01-168	ON HOLD			
2009DIN01-169	Armed Forces Pension Scheme 1975 (AFPS 75) Commutation	All Service Personnel who are members of AFPS 75	Advice about applications for commutation in the light of Her Majesty's Revenue and Customs' (HMRC) Pension Tax Simplification Rules	DCDS Pers Pensions Compensation and Veterans (PCV)

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2009DIN01-170	Winter Sports Travel	All Service personnel	Promulgates maximum travel grants for Single Services and Combined Services Winter Sports Championships - Winter 2009/10	Combined Services Sports Board (CSSB)
2009DIN01-171 Replaces 2006DIN02-006	HM FORCES RAILCARD – Revised Administrative Instructions	All Service Personnel	Latest Administrative Instructions Relating to HM Forces Railcards	SP Pol Allowances
2009DIN01-172	Day of Prayer for the Armed Forces – 05 November 2009	All Service and Civilian Personnel	Details and arrangements for the Day of Prayer for the Armed Forces Event to be held at St Martin-In-The-Fields, Trafalgar Square, London, WC2N 4JJ on Thurs 05 November 2009	DGNCS
2009DIN01-173 Replaces 2007DIN01-019, 2007DIN01-126, 2008DIN01-063, 2008DIN01-063, 2008DIN01-178	Electoral Registration – Members of the Armed Forces and their Spouses/ Civil Partners	All Service Personnel and their Families	Arrangements for Electoral Registration and Voting for Service Personnel and their Families.	DCDS(Pers) Service Conditions and Welfare
2009DIN01-174	ON HOLD			
CHANNEL 02 - SECURITY and INTELLIGENCE				
2009DIN02-012	Use of Colour Coded Computer Media for PROTECT	All Service and Civilian Personnel	Use of Colour Coded Computer Storage Media on MOD CIS processing PROTECT	DBR-DefSy
2009DIN02-013	Mobile Telephone Directory Enquiries Service	All Service and Civilian Personnel	Guidance relating to the online mobile telephone directory services.	Defence Security Division
2009DIN02-014	Volunteers for Specialist Debriefing Duties	All Regular and Reserve Service Personnel	Background information, criteria and application process for personnel interested in Specialist Debriefing duties with the Defence HUMINT Unit	DI-ICSP-ASI
CHANNEL 03 - DEFENCE POLICY AND OPERATIONS				
2009DIN03-015 Replaces 2007DIN03-009	Visits to Ireland and management of defence relationship	All Service and Civilian Personnel	Updated arrangements for visits to Ireland by duty and non-duty personnel and management of the defence relationship.	NATO and Europe Policy Division
2009DIN03-016	Change to 'Air Drop Codes' and documentation for logistic parachute delivery of ammunition.	All civilian and military personnel	Describes changes to Air Drop Codes for Logistic Parachute Delivery	Defence General Munitions Project Team

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CHANNEL 04 - DEFENCE EQUIPMENT and SUPPORT and the DEFENCE ESTATES				
2009DIN04-164	Obsolete Avionic Equipment	Avionic Maintenance Personnel	Declaration of obsolescence of avionic equipment	Air Commodities Team, RAF Wyton
2009DIN04-165	Removal of EMER Test & Measurement A028 Chapter 155.	All users of EMER TM A028 Chapter 155	Removal of EMER TM A028 Chapter 155.	DE&S, Safety & Engineering, Land, Equipment Policy.
2009DIN04-166	Removal of EMER Test & Measurement A028 Chapter 160	All users of EMER TM A028 Chapter 160	Removal of EMER TM A028 Chapter 160.	DE&S, Safety & Engineering, Land, Equipment Policy.
2009DIN04-167	Defence Policy for the Inclusion of Electro-Optic Protective Measures in UK Equipment	All personnel involved with the acquisition and delivery of equipment capability.	Generic electro-optic protection standards for all equipment programmes incorporating direct vision optics, electro-optic sensors, and for the human eye	Joint Capability
2009DIN04-168	Defence Road Transport Policy on Loaned and Sponsored Vehicles	All service and civilian personnel receiving loaned or sponsored vehicles	Defence Road Transport Policy on Loaned and Sponsored Vehicles	Defence Movements and Transport Policy
2009DIN04-169	Weapon Equipment – Declaration of obsolete/obsolescent status	All service and civilian personnel	Obsolete/obsolescent declaration of Weapon Equipment	SCS(PS) Maritime
2009DIN04-170	Guidance for the demanding of 23C Working At Height Personal Protective Equipment (WAHPPE)	All RN, RFA Units and RN Shore Establishments	This guidance provides new 'lead times' for the demanding of Working at Height Personal Protective Equipment (WAHPPE). The correct use of 'priority codes' and clarification of in use life and storage periods, policy and allowances.	AC GSE6 Working at Height Support Cell Authority
2009DIN04-171	Guidance for the application and use of mobile elevation work platforms (MEWPs) and Working at Height Personal Protective Equipment (WAHPPE)	All users of MEWPS	This guidance provides corrective information for the use of MEWPs and WAHPPE and instructions for safe systems of work in this environment	AS GSE6 Working At Height Support Cell Authority
2009DIN04-172	Issue of the JSP 800 Vol 4a Dangerous Goods (DG) by Air regulations (superseding JSP 335, 4 th Edition DG by Air Regulations).	Any MOD organisation that is involved in the preparation, acceptance or consigning of Dangerous Goods (DG) by air.	Initial issue of the JSP 800 Vol 4a Dangerous goods (DG) by Air Regulations, which supersedes JSP 335, 4 th Edition DG by Air Regulations. Issue date, available formats (with drawl of paper copies) and points of contact	SO2 Pol Joint Support Chain (JSC) Defence Movements & transport Policy Division (DMTPD) Defence Equipment & Support (DE&S)
2009DIN04-173	Closure of the BFG Map Depot	Defence	WEF 01 Sept 09 the relocation of the BFG map Depot to DGC (Defence Geographic Centre) MACD (Map and Air Chart Depot) will commence.	MoD MACD, Supply & Policy

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2009DIN04-174	Sting Ray AT/Q parachutes – Life and usage policy change	All personnel involved in the preparation of Sting Ray for use on Lynx and Merlin	New policy for Sting Ray torpedo parachutes used on rotary wing aircraft, in relation to life and usage.	Torpedoes Project Team
2009DIN04-175 Replaces 2006DIN4-090	Defence Equipment & Support (DES) Information Systems & Services (ISS) Commercial Hardware Team Single Source Maintenance (SSM) Contract for the Maintenance and Repair of Information Technology (IT) Hardware.	All Service and Civilian Personnel	Marketing of Repair and Maintenance Contracts	DES ISS Commercial
2009DIN04-176	Annual Census for MERLIN and MAESTRO	All Units holding equipments	This DIN informs units of the forthcoming annual census in September 2009 and notifies them of the action required	MAESTRO SMT, DE&S Andover
2009DIN04-177	SONOBUOYS - RN Allowances/Training Expenditure and Revised Accounting Instructions	All RN ships and Air Squadrons	RN allocation of sonobuoys for financial year 09-10	CINCFLEET
2009DIN04-178	Defence Road Transport Policy on Grade A Staff Car Entitlement	All service and civilian personnel using Grade A Staff Cars	Defence Road Transport Policy on Grade A Staff Cars	Defence Movements and Transport Policy
2009DIN04-179	Declaration of Obsolete Armament Ground Support Equipment Controlled by the AC IPT	Royal Navy; Royal Air Force	Obsolete Declaration of Sling Lifting Weapons Mk 1	AC IPT, AC AGSE
2009DIN04-180	Change to 'Air Drop Codes' and documentation for logistic parachute delivery of ammunition.	All civilian and military personnel	Describes changes to Air Drop Codes for Logistic Parachute Delivery	Defence General Munitions Project Team
2009DIN04-181	Amendment of PD2i/ PD12i Nato Stock Numbers (NSN)	All Dosimetry Users	This DIN introduces the replacement NSN for PD2i and PD12i dosimetry	ISS Section, CBRN DT, DES
2009DIN04-182	Obsolete declaration of the Military Tandem Vector Parachute System (MTVPS) by the Hercules Tristar Project Team	Personnel involved with military parachuting	Obsolete declaration of MTVPS.	Hercules Tristar Project Team
2009DIN04-183	JSP 315 – Publication of Amendment 20	All Service and Civilian Personnel involved in the provision of MOD accommodation	This DIN announces the publication of JSP 315 Amendment 20, which covers changes to Scales 1, 12, 21,22, 28,39, and 45 and confirms that Scales 13 and 53 remain unchanged after review.	Defence Estates, Operations North
2009DIN04-184	Revised MOD Policy for Testing Divers Breathing Air.	All MOD Divers.	Revision of MOD policy on the testing requirements for MOD divers using compressed breathing air.	DFG HQ, West Moors, Wimborne, Dorset, BH21 6QS

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CHANNEL 05 - DEFENCE MANAGEMENT, ORGANISATION and BUSINESS PRACTICE				
2009DIN05-040 Replaces 2007DIN02-215	MOD Resident Clerk: Their role and provision of out-of-hours contact details for MOD staff	All Service and civilian personnel.	The purpose of this DIN is to inform personnel of the role of Resident Clerks and to remind MOD branches to send out-of-hours contact details for their staff to the Resident Clerk.	Hd Board Secretariat
2009DIN05-041 Replaces 2009DIN05-026	Departmental Instructions on handling Parliamentary Business including Parliamentary Questions, Ministerial Correspondence and Defence Select Committee business	All Service and Civilian Personnel	Principles and procedures which govern the handling of Parliamentary Questions, Ministerial Correspondence and the House of Commons Defence Committee	Parliamentary Branch
CHANNEL 06 - SAFETY, HEALTH, ENVIRONMENT, FIRE				
2009DIN06-022 Replaces 2009DIN06-001	Secretary of State's Policy Statement on Safety, Health, Environmental Protection and Sustainable Development in the Ministry of Defence	All Service and civilian personnel and contractors working in any MOD establishment or providing any service to any part of MOD.	The Policy Statement, signed by Bob Ainsworth, sets out MOD's legal and policy obligations and what the Secretary of State requires of individuals, managers and commanders in meeting its requirements.	SSD&C-Safety 2
2009DIN06-023	JSP 375 Volume 3 - MOD Safety Rules and Procedures - Publication of Amendment 1 of 2009 to chapters 1 to 4 and 6 to 8.	All Service and Civilian personnel who may conduct, oversee or be responsible for any significant risk activity on the defence estate.	Announcement of amendment to JSP 375, Vol 3 version 2007, Safety Rules and Procedures. Release of amendments to Chapters 1 to 4 and 6 to 8.	Safety, Sustainable Development and Continuity (SSDC)
2009DIN06-024 Replaces 2009DIN07-013	Accident, claims and liability issues for vehicles operated by MOD	All MOD personnel (Service and civilian) who use official vehicles, especially Commanding Officers, Heads of Establishments, Motor Transport Officers, Master Drivers and Authorised Demanding Officers	Guidance on insurance and compensation arrangements for MOD vehicles	DBR Common Law Claims & Policy (CLC&P)
CHANNEL 07 - TRAINING and EDUCATION				
2009DIN07-100	Exercise Rucksack 2010 – Exercise Instruction	All Army personnel	Instructions for Exercise RUCKSACK. participants	British Army Nordic Ski Committee (BANSC)
2009DIN07-101	Army Nordic Ski Training Management Policy 2009/10	All Army personnel	Instructions, authority and advice for Army personnel conducting, organising or administering NORDIC skiing.	British Army Nordic Ski Committee (BANSC)
2009DIN07-102	Exercise Hard Ride 09	Tri Service - All Units	Exercise Instruction – Exercise Hard Ride 09	Defence School of Transport Defence College of Logistics
2009DIN07-103	Joint and Single Service Security, Language, Intelligence, Photographic and Geo-Spatial Training Courses for Training Year 2009/2010	DISC courses are open to eligible armed forces and civil service personnel, who hold the correct security clearances	List of Security, Language, Intelligence, Photographic and Geo-Spatial Training Courses Delivered by DISC For Training Year 09/10	Defence Intelligence and Security Centre

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2009DIN07-104	City & Guilds Senior Awards in Leadership and Management for RAF Personnel	RAF officers, WOs and SNCOs	Provides background and sets out the procedures for RAF personnel who wish to apply for City & Guilds Senior Awards	SO2 Accreditation, HQ 22 Gp
2009DIN07-105	Air Pilot Experience (APEX) Course for DE&S Civilian Staff	All civilian DE&S Aerospace Engineering personnel.	Details of the APEX training & development opportunity and how to apply.	Aerospace Development Partner, DE&S
2009DIN07-106	Exercise Roadmaster 09	Tri Service - All Units	Exercise Roadmaster – Regulations and Entry Details.	Defence School of Transport Defence College of Logistics and Personnel Administration
2009DIN07-107	Tri-Service University Short Course Programme – Academic Year 2009/2010	All Tri-Service Personnel	List of Short Courses held at various Universities throughout the UK	TESR
2009DIN07-108	Update on minimum training & certification requirements for personnel working with fluorinated greenhouse gases.	Trades training sponsors, Chief Environment & Safety Officers	This guidance details the new minimum qualification standards required by individuals working with fluorinated greenhouse gases, in order to comply with EU and UK law.	Safety, Sustainable Development and Continuity Division
2009DIN07-109	Provision of pre-deployment health briefings to troops and units deploying on joint operations and joint overseas training exercises.	All Service Personnel	The role of the Joint Health Briefing Team, including contact details and tasking procedures	Joint Medical Command
2009DIN07-110	Joint Services Expeditions Trust (JSET)	All Service Personnel	Guidance on making an application for a grant to the Joint Services Expeditions Trust	Head of TESR Div
2009DIN07-111 Replaces 2008DIN07-076	Inter-Departmental Conflict Foundation Course	SO1/SO2, or equivalent civilian grade, working on conflict related issues, particularly, though not exclusively, working in MOD, PJHQ, Defence Academy, DCDC and single service headquarters.	The Inter-Departmental Conflict Foundation Course is a 2-day course organised by the FCO, DFID, MOD and Stabilisation Unit. The main benefit for military participants is as an insight into how other government Departments view and approach conflict issues. It should be read by SO1/SO2, or equivalent civilian grade, working on conflict related issues, particularly, though not exclusively, working in MOD, PJHQ, Defence Academy, DCDC and single service headquarters.	Thematic Doctrine, Development, Concepts and Doctrine Centre (DCDC)
2009DIN07-112	Defence Information Infrastructure (Future) – Local Security Officer (LSO) Training – Policy and Guidance	All appointed DII(F) Local Security Officers at RESTRICTED and SECRET	The purpose of this DIN is to ensure that existing and future staff operating as Local Security Officers (LSO) working at SECRET on DII(F) are aware of: <ul style="list-style-type: none"> What elements of the LSO training are mandatory The range of training and guidance that is available to LSO How to access the training as an LSO. 	DII IPTL

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2009DIN07-113 Replaces 2008DIN07-082	HMS NEPTUNE Naval Military Training (NMT) Joining Instructions	All Service Personnel	Joining Instructions for all NMT courses held at HMS NEPTUNE	HMS NEPTUNE-NMTO
2009DIN07-114 Replaces 2008DIN07-178 2009DIN07-003	School of Aerospace Battle Management (SABM) Courses Jan 2009 to March 2010	All Service and Civilian Personnel Involved in Training	Details of all courses taught at SABM from Jan 2009 – March 2010 and the process of Application	C2 Spt Trg & Manpower
2009DIN07-115 Replaces 2008DIN07-169	Psychological Operations Courses November 2009 – February 2010	All Service and Civilian Personnel	Amendments to current list of courses for Psychological Operations run by 15 (UK) PSYOPS Group at Chicksands	HQ Land (15 (UK) PSYOPS Group)
2009DIN07-116 Replaces 2009DIN07-004	Information Operations Courses	Commanders, Ops staff, Info Ops/ Influence Activity staff, RNR	Notification of Info Ops courses and bidding details. Course Description, Course Dates, Course Application Form and Priority Rating	Targeting and Information Operations, Ministry of Defence
CHANNEL 08 - FINANCE, ACCOUNTING and BUDGETING				
CHANNEL 09 - HONOURS, AWARDS, ROYAL and CEREMONIAL EVENTS				
2009DIN09-010	The Sun Military Awards 2009	Defence Community-wide	General information on the second Sun Military Awards, with details on the launch of nominations and a call to nominate	Directorate Media and Communications
CHANNEL 10 - SPORTS and SOCIAL EVENTS				
2009DIN10-039	EX SNOW JACK 09 - Army Snowboarding Championships 2009	All Army personnel	The DIN provides a brief outline of the dates, competition, eligibility, entry and application form for the Army Snowboarding Championships 2009	Army Sport Control Board/Army Winter Sports Association
2009DIN10-040	EXERCISE CANARY GOLD 2009/2010	All service personnel, regular and reservists.	Details and course dates of Expedition	Joint Service Adventurous Sail Training Centre