

DIN DIGEST for June 2008

REF	Title (includes hyperlink)	Audience	Contains	Sponsor Branch
Cancelled DIN				
2006DIN06-100	Defence Learning Portal – Introduction to Service	All staff involved in the delivery or management of eLearning	Guidance and instructions to support the introduction to service of the Defence Learning Portal	DGT&E
2007DIN07-009	Emergency Response Driving and Training Within the MoD	Defence School of Transport Front Line Command and Formation Headquarters' Transport Branches All Master Drivers All MoD Organisations with Emergency Response responsibilities	Emergency Response driving circumstances within the MOD, and the requirement for personnel and trainers to be properly trained.	Defence Movements and Transport Policy Division
CHANNEL 01 - PERSONNEL				
2008DIN01-118	Remuneration Entitlements for Musical Support for Financial Year 2008/09	All J1 Staff and All Tri-Service Directors of Music	The purpose of this DIN is to highlight the remuneration entitlements to individuals or bands for financial year 2008/2009, for all band category II, III, IV and V events.	MOD PS12(A)
2008DIN01-119	Professional Subscriptions	All civilian Staff in the MOD and its Agencies and their Service Line Managers	Procedure for paying professional subscriptions	DGCP CC
2008DIN01-120	Introduction of new Annual Benefit statements	MOD Civil Servants who are members of the Principal Civil Service Pension Scheme	To advise of the Introduction of new Annual Benefit Statements	DGCP-EF Pensions
2008DIN01-121	Staff Specially Recruited For Overseas Service- Annual Uplift To Monthly Accommodation Charges	All 'specially recruited' overseas staff in service since September 2001	Full listing of accommodation charges for civilians who have been externally recruited by the department to continuously work overseas	DGCP EF-PMRR
2008DIN01-122	Dental Treatment Rates Overseas	All Civilian staff serving overseas	Publication of latest NHS dental charges, for overseas staff who would normally pay for treatment in UK.	DGCP- EF PMRR
2008DIN01-123	Messing and Single Accommodation Charges for MOD Civilians Temporarily Residing in Service Messes in the UK: Revised Entitled Charges.	All Service and civilian personnel	Provision of latest Mess Rates, for civilians on detached duty and Temporary Transfer who use Service Messes for Accommodation	DGCP- EF PMRR
2008DIN01-124	Naval Service terms of service - Update of Standard Initial Training Periods (SITP) for RN Ratings and RM Other Ranks	All Naval personnel, particularly Ratings and Other Ranks	Due to a review of BR8748, the promulgation of Change 20 has been delayed. This DIN announces the current SITPs in force, updating those shown in Change 19	FLEET-DNPERS HR Services
2008DIN01-125	The Directorate of Naval Personnel – Management Structure and Location	All RN Service and Civilian Personnel	DNPers location, organisation and staff list.	Fleet DNPers

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2008DIN01-126	Defence Patient Tracking System – Description and allocation of responsibilities	Military and civilian personnel involved in the support of military patients undergoing any specialist medical intervention. This includes clinical, administrative and welfare support organizations.	The Defence Patient Tracking System (DPTS) monitors the progress of military patients to ensure they receive all necessary medical, administrative and welfare support. It depends upon accurate, timely data capture. This document describes the DPTS and defines responsibilities for data capture and provision of tracking information.	ACDS (Health)
2008DIN01-127	Police Elimination Database (PEDb) - Provision of Samples by Service Police	Service Police and support staff	Guidance on the recording of fingerprints and DNA for the Service police and support staff for the Police Elimination Database	DDefSy - Def Policing
2008DIN01-128	Tri-Service Establishment Amendment Form	All Service and civilian personnel involved in the Establishment process	Introduction of a standardised Establishment Amendment Form (EAF) for use when submitting proposals for establishment amendments to Establishment Authorities prior to action on the Manage Establishments (ME) area of the Joint Personnel Administration (JPA) system.	HQ AC SO2 Est Validation
2008DIN01-129	Planning for Retirement Courses, Attendance and Funding	All civilian staff, civilian & service Line Managers of civilian staff, HR Transitional Teams, TLB HR Business Partners in MOD and its Agencies	This notice serves as a reminder to civilian staff, civil and service line managers of civilian staff. It explains in brief, the policy and procedure for booking a place on the Department's Planning for Retirement (PFR) course, and gives details of where further information can be accessed.	DGCP-EF Pensions
2008DIN01-130	Prince's Trust Programme – Team Member	All MOD civilian personnel and line managers	Prince's Trust Programme – Team Member Programme	PPPA Learning & Development
2008DIN01-131	Prince's Trust-Druidstone Plus Project	All MOD civilian personnel and line managers	Prince's Trust – Druidstone Plus Project	PPPA Learning & Development
2008DIN01-132	Scheme Amendments from 1 April 2008– Teachers' Pension Scheme (TPS)	All civilian staff who are members of the Teachers' Pension Scheme (TPS), HR Transitional Teams, TLB HR Business Partners in MOD and its Agencies who are responsible for members of the TPS.	Details of amendments to the Teachers' Pension Scheme with effect from 1 April 2008	DGCP-EF Pensions
2008DIN01-133	Adjutant General's Corps (Military Provost Staff) – Recruitment	All Service Personnel	Guidance on the procedure for transferring to AGC (MPS)	HQ PM (A)
2008DIN01-134	Warfare Officers' Eyesight Standards	Warfare Officers, RN	The current sub-division of VAS II for New Entrants will be deleted and VAS II will be harmonised into one standard, based on the current standard for personnel on the trained strength	FLEET-NPT (X)
2008DIN01-135	Change of MCMV Crew Naming Convention	All Naval Service Personnel	This DIN announces a procedure which, for administrative purposes only, de-latches MCMV ships' companies from hulls, in order to simplify regular movement between platforms, in support of crew roulements.	Project FISHER - SO1 Concepts

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2008DIN01-136	Prince's Trust Programme – Development Coach	All MOD civilian personnel and line managers	Prince's Trust Programme – Development Coach Programme	PPPA Learning & Development
CHANNEL 02 - SECURITY and INTELLIGENCE				
2008DIN02-008	Defensive Monitoring Governance	All military and civilian personnel involved in requesting Defensive Monitoring activities	To remind staff of the policy and guidance in relation to requests for Defensive Monitoring to be undertaken.	DDefSy
2008DIN02-009	Movement of Redundant STRAP IT Equipment to Approved Disposal Facilities in UK. (Excluding Northern Ireland)	All MOD Personnel	Procedures for the movement of redundant STRAP IT memory retentive devices to approved disposal facilities	Defence Security Standards Organisation (DSSO)
2008DIN02-010	BeCrypt DISK Protect Baseline – Change to Life of Encryption Keys– Version 1	Security Advisers and Officers, Accreditors, COMSEC Officers and COMSEC Custodians, IT System and Project Security Officers	Publishes the MOD change of the life of keys for encrypting RESTRICTED Personal Computers with BeCrypt DISK Protect Baseline.	DDefSy
2008DIN02-011	Defensive Monitoring of MOD Owned/ Leased Communication Systems	All service and civilian personnel	Reminder to all MOD staff that all incoming and outgoing electronic communications are liable to be monitored at any time.	DDefSy
CHANNEL 03 - DEFENCE POLICY AND OPERATIONS				
2008DIN03-014	Policy and Procedures for the Use, Prioritisation and Tasking of Communications Flights.	All UK units involved in bidding, tasking or resourcing the MoD Communication Flying Assets	Description of MoD Communications Fleet and relevant bidding and tasking procedures. Replaces 2006DIN03-16, 'The Peacetime Use of the MoD Communications Fleet'.	Director, Joint Capability (D Jt Cap)
CHANNEL 04 - DEFENCE EQUIPMENT and SUPPORT and the DEFENCE ESTATES				
2008DIN04-076	MoD UK White Fleet Contract	All Service & Civilian Personnel	Guidance on the Use of the UK White Fleet Contract Vehicle Rental Service (short term/spot hire)	SUV IPT
2008DIN04-077	The Provision of a Mobile Crane Service (Contract Lift) to the MOD	All Service and civilian personnel	This DIN explains the introduction, guidance and procedures on the booking of mobile cranes for use by the MOD under contract lift arrangements. This service will not cater for crane hire.	Surface Freight Centre, Movement Operations Division, DSCOM
2008DIN04-078	Air Data Test Set ADTS 405 – Supply of AC Power Lead	All Service and civilian personnel.	Instruction for obtaining alternative AC Power Leads for use on dedicated power sources.	TEM
2008DIN04-079	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)
2008DIN04-080	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)
2008DIN04-081	Details of the new support arrangements for Marine Rotating Electrical Machinery (MREM).	Service and Civilian personnel in the maritime sector.	Introduction to the MREM availability contract.	Maritime Equipment Transformation (MET) Directorate

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2008DIN04-082	Transfer of responsibility for the management of Service Family Accommodation in Northern Ireland to Defence Estates Operations Housing	All Service Personnel entitled or eligible for Service Family Accommodation	Information on the change in processes and procedures that will take place as a consequence of the transfer of responsibility for the management of SFA in Northern Ireland to DE Ops Housing	Defence Estates Operations Housing Service Liaison and Policy
2008DIN04-083	Obsolete and Obsolescent TEM Controlled Test and Measurement Equipment	All three services	Obsolete and Obsolescent declaration of GPTME	T & M
2008DIN04-084	Introduction of Replacement Health Physic's Laboratory Equipment	All RN Health Physic's Staff	This DIN introduces the replacement Health Physics Laboratory equipment to be used on-board HM submarines and HMNB facilities. Primary equipment to be changed Mk 4 NCA Counter Scaler with the Mk 5 NCA ADM 3 Channel Scaler.	ISS Section, CBRN IPT, DES
2008DIN04-085	Towed Array Sonar processing and storage facility - DSDA Crombie.	All RN Service and Civilian Personnel connected with Sonar.	Information and contact details relating to in-service sonar support to the Fleet.	FWE-UWS
2008DIN04-086	Weapon Equipment - Declaration of Obsolete Status of Wordsafe Voice Recorder.	All Service and civilian personnel	Notification of obsolete status of Wardsafe Voice Recorder	SCS(PS)Maritime
2008DIN04-087	Declaration of Obsolete Armament Ground Support Equipment Controlled by the AC IPT	Royal Navy; Royal Air Force	Obsolete Declaration of Skyflash/Sparrow Missile Lifting Equipment	AC IPT, AC AFS1
2008DIN04-088	The Service Release Authority	All IPTs (Projects with CIS elements) ISS IPTs (DCBA, CSIS, LAIPT, DII, DFN, GCS, DCA)	The purpose of this DIN is to advise the wider Defence Community of the existence of the Service Release Authority (SRA) and to reiterate the requirement for all projects responsible for the acquisition and support of a capability with CIS content to comply with the JSP600 Series.	Information Systems & Services D Solutions
2008DIN04-089	Declaration of obsolete for all M-ALFENS Equipment	All Tri-Service Flying Units within the UK and at MOB's overseas. US 3 rd Air Force at Mildenhall and Lakenheath.	Obsolete declaration for the following items:- M-ALFENS Terminal Equipment Group	OC M-ALFENS Engineering
2008DIN04-090	UK White Fleet Contract – Reporting of Mileage & Utilisation Data by Contracted-out Transport Operators	All service & civilian personnel involved in managing or procuring Contracted Out Transport services	Requirement for completion of mileage & utilisation returns for vehicles by multi-activity contractors and improvement targets	UK White Fleet Contract Management Team SUV IPT, DE&S

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CHANNEL 05 - DEFENCE MANAGEMENT, ORGANISATION and BUSINESS PRACTICE				
2008DIN05-019	The publication of a new Defence Information Management Policy, and associated Protocols (JSP 747, Issue 1.0)	All Service and Civilian personnel	This DIN announces the publication of the new Defence Information Management Policy (JSP 747, Issue 1.0), designed to help people improve how they manage and exploit information, for their benefit, and for the general benefit of Defence	DG Information
2008DIN05-020	Information Management Maritime Governance Policy and Structure.	Operational Commanders & Battlestuffs, 3 Cdo Bde Deployed, RN Ships, Submarines, RFAs, Deployed Naval Air Squadrons, Naval Sea Trial's Parties (NSTPs), CTF 320 Fwd Deployed.	Governance Framework for Information Management in RN Afloat and Mobile RN/RM Commands and Deployed Units.	FLEET-N6 C4 OP IM
2008DIN05-021	Defence Commercial Directorate – Restructuring	All Civilian and Service Personnel	Details of New Organisation to Support Defence Commercial Director in his Role	DCD
CHANNEL 06 - SAFETY, HEALTH, ENVIRONMENT, FIRE				
2008DIN06-015	The Reporting of Accidents and Incidents	All Service and civilian personnel	This DIN specifies the procedure for reporting accidents, near misses and dangerous occurrences including those involving fire, affecting any Army personnel property or estate. It also covers the reporting of environmental incidents. It is to be complied with by all Army formations and units. It also applies to all other TLB establishments commanding or administering Army personnel (military and civilian).	Chief Environment and Safety Officer (Army) CESO(A)
2008DIN06-016	Potential exposure to asbestos fibres of personnel attending Deployment Operational Training 2006 (DOT06)	All RAF Service and Civilian Personnel who participated in DOT06 and were temporarily accommodated in Hangar 1196, RAF Fairford, over weekend 7-8 October 2006	Guidance about recording potential exposure to asbestos of personnel attending Deployment Operational Training 2006 (DOT06) who were temporarily accommodated in Hangar 1196, RAF Fairford, over the weekend of 7-8 October 2006	RAF Waddington
2008DIN06-017	Radiation Protection Instrument Natural Uranium Check Source NSN 6665-99-193-3906	All Units that hold a Natural Uranium Instrument Check Source	This Safety Warning relates to the Natural Uranium Check Source Assembly Type 1623A NSN 6665-99-193-3906 used for checking Radiation Protection instruments prior to use.	DE&S CBRN IPT
2008DIN06-018	The Management and Safe Operation of MoD Railways	All Service and civilian personnel involved in MoD rail activity as defined in JSP 790	Issue of MoD Rail Safety Management Policy, JSP 790, for the safe management and operation of MoD railways world-wide.	Defence Supply Chain Operations & Movements Defence Movements & Transport Policy Division DE&S, Andover

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CHANNEL 07 - TRAINING and EDUCATION				
2008DIN07-084	Formation of Flag Officer Sea Training - Hydrography, Meteorology and Oceanography (FOST HM).	All Royal Navy and Civilian Personnel connected with Naval Hydrography, Meteorology and Oceanography	Announcement of the formation of Flag Officer Sea Training – Hydrography, Meteorology and Oceanography (FOST HM), with structure and contact details	OICH
2008DIN07-085	Accreditation of the Defence Train The Trainer Course	All service and civilian personnel	Sets out regulations and procedures for the accreditation opportunities lined to the Defence Train The Trainer Course	DGT&E
2008DIN07-086	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
2008DIN07-087	Notification of renaming of Joint Maritime Operational Training Staff (JMOTS) to Joint Tactical Exercise Planning Staff (JTEPS)	All Service and Civilian Personnel	Notification of renaming of JMOTS to JTEPS, the JTEPS Mission, dates for the future JOINT WARRIOR exercises, JTEPS contact details.	DJTEPS
2008DIN07-088	Tri-Service University Short Course Programme – Academic Year 2008-2009	All Tri-Service Personnel	List of Short Courses held at various Universities throughout the UK	DGTE
2008DIN07-089	Exercise CHANNEL TREBLE	RAF and RN personnel	Exercise CHANNEL TREBLE is a major offshore sail training exercise, in 3 distinct phases, aimed at preparing and developing RAF personnel wishing to take part in Exercise TRANSGLOBE. A number of places will be available for RN personnel.	RAF Sailing Association
2008DIN07-090	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
2008DIN07-091	RAF Training Improvement Form (TIF)	All Personnel Undertaking RAF-Sponsored Training Courses	Use of the TIF to provide feedback on training	22 (Training) Group
2008DIN07-092	Mandatory Assessment of Armed Guards	All Commanding Officers, Officers Commanding, heads of establishments and heads of armed guarding services.	This DIN details the requirements for the new Armed Guarding Judgemental Assessment.	Director General Training and Education
2008DIN07-093	DCTS Course Schedule July 2008 to March 2009	All Service and Civilian personnel involved in training	Details of all courses taught at DCTS from June 2008 to March 2009	Defence Centre of Training Support
2008DIN07-094	Exercise Hard Ride 2008	Tri Service - All Units	Exercise Hard Ride – Regulations and Entry Form 2008	Defence School of Transport Defence College of Logistics
2008DIN07-095	The RAF Degree Consortium	All Service personnel, MoD Civilians and MoD contractors' staff.	Information on the RAF Degree Consortium and how to apply for a degree in either Leadership and Management or Business.	SO2 Accreditation

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2008DIN07-096	Joint Battlespace Management Course	All Service Personnel	PJHQ is sponsoring a Joint Battlespace Management Course (JBMC) which will be delivered with the support of single-Service training providers. Up to 6 courses will be run each year and hosted by the Royal School of Artillery at Larkhill. This DIN outlines the aim and content of the course and procedure for applications for attendance.	PJHQ J7 Division - JWD&TC
2008DIN07-097	The Provision of Civilian Contractor Supplied Simulated Press (SIMPRESS)	Exercise Directors/Planners	Provides overview guidance on the scope of the civilian contract for the provision of simulated press (SIMPRESS) for exercises. Also covers the process for order/amendment of request and payment.	Defence Media Operations Centre
2008DIN07-098	Defence Individual Training & Education Policy Catalogue	All Service & Civilian Personnel	Table of Extant Individual Training and Education Policies	DGT&E
2008DIN07-099	Joint Service Adventurous Training Charts	All Regular and Reserve Service Personnel	Instructions for ordering Adventurous Training Charts and Navigational Publications	DACOS(NLM)
2008DIN07-100	University of Portsmouth – Learning at Work Degree (Partnership Programme)	All Naval Service personnel.	Guidance for naval service personnel wishing to study for Bachelor/Masters Degrees with the university of Portsmouth through the Partnership Programme.	FLEET-FOST TE EL3
2008DIN07-101	Open University Naval Service Prize Competition 2008	All Naval Service personnel including reservists.	Open University Naval Service Prize Competition 2008 – Aim, Prizes, Criteria, Eligibility and Entry Process	FLEET-FOST TE EL3
2008DIN07-102	Project Management Development Programme	All Service and civilian personnel	Advertising the 2008 recruitment of civilian and Service personnel to the Project Management Development Programme (PMDP).	PMDP Team, TLPM
CHANNEL 08 - FINANCE, ACCOUNTING and BUDGETING				
2008DIN08-008	FI 08/08: Publication of a New JSP – JSP 891 Imprest Accounting, Banking & Control Accounts Manual	Cash Office Staff, Management Grouping Control Account Staff, Budget Managers, Service Training Staff, dbLearning	This is a new JSP replacing JSP 475 and JSP 501 and updates the funding, cash and banking, imprest and control account policy and procedures	FMSSC ABS Cash & Banking Services
2008DIN08-009	FI 09/08: Accounting Arrangements 2008/2009	All Feeder Staff, Budget Managers, Imprest Holders, Booking Minute and Transfer Entry Issuing Points and Resource Accounting Staff	Accounting Instructions for Financial Year 2008/2009 for Feeder 9, and details of Batch/Source numbers and contacts for all Cash Feeders. This replaces FI 18/07	DGFM-CRUISE Accounting Team
CHANNEL 09 - HONOURS, AWARDS, ROYAL and CEREMONIAL EVENTS				
2008DIN09-006	Birthday Honours List 2008 – MOD Civilian Recipients	All Civilian and Service Personnel	List of MOD civilian recipients of awards via the Birthday Honours List 2008	DGCP-EF Civilian Honours Unit

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CHANNEL 10 - SPORTS and SOCIAL EVENTS				
2008DIN10-031	RAF Water-ski & Wakeboarding Championships 1-5 Sep 08	RAF Personnel	Notification of and application for RAF Water-ski & Wakeboarding Championships 2008	RAF Water-skiing & Wakeboarding Association
2008DIN10-032	Exercise SPARTAN HIKE 2009, 7-23 January 2009 (4 th Division, 5 th Division, London District, and Territorial Army Ski Championships)	All Army Personnel	General Instruction & Entry Form for Ex SPARTAN HIKE (Divisional Ski Championships) taking place 7-23 January 2009 in Serre Chevalier, France.	HQ 5th Division, G7 PD (TA)
2008DIN10-033	RAFSA Dinghy Sailing Championship (Brady Trophy)	All Service and civilian personnel	RAF Sailing Association DINGHY SAILING CHAMPIONSHIP (Brady Trophy) Notice of Race and eligibility criteria.	42 (ES) Wing, 5001 Sqn, RAF Wittering, Peterborough, PE8 6HB