

# **DIN DIGEST**

**March 2012**

REF (DIN No)	Title (includes Hyperlink)	Audience	Contains	Sponsor Branch
Red type	Blue type	Black type	Black type	Black type
Cancelled DINS:				
CHANNEL 01 – PERSONNEL				
2012DIN01-058	Revised Procedures for the JPA Transmission of Army Officer Appraisals to the Army Personnel Centre.	All Appraisal Administrators.	This DIN highlights the changes that have been made to JPA for the transmission of Army Officer appraisals to the APC in Glasgow.	Deputy Chief of Defence Staff (Personnel and Training)
2012DIN01-059	Volunteers for service with 148 (Meiktila) Commando Forward Observation Battery Royal Artillery	All Regular Service Royal Navy Personnel	Opportunities to serve with 148 (Meiktila) Commando Forward Observation Battery Royal Artillery. Replaces 2010DIN01-205	CPO(CIS), 148 Cdo FO Bty RA, RM Poole, Dorset
2012DIN01-060	Assimilation of Assistant Technical Telecommunications Officers (ATTO) into the Broader Banded Structure	Those in ATTO posts	Assimilation of Assistant Technical Telecommunications Officers (ATTO) into the Broader Banded Structure	DCP-EF PMRR
2012DIN01-061	Introduction of the SAC Skills Discriminator Badge for TG15 Specialist Trades	All RAF Personnel	Announcement of the introduction of the SAC Skills Discriminator badge for wear by Q-OPS 90187 qualified SACs in the Specialist trades of TG15 - BMS, EH Tech, ODP and Ph Tech.	COS(H)/DGMS(RAF)
2012DIN01-062	The Operations Welfare Fund (OWF)	All Service Personnel	Information on the Operations Welfare Fund	PJHQ J1
2012DIN01-063	Pension rights accrued in Armed Forces Pension Scheme 1975 and Armed Forces Pension Scheme 2005.	Service Personnel who are currently members of Armed Forces Pension Scheme 1975 and Armed Forces Pension Scheme 2005	The pension rights earned by Service personnel in their existing Armed Forces Pension Schemes that will carry forward on transition to the new Armed Forces Pension Scheme.	DCDS Pers Pensions Compensation and Veterans (PCV) Future Armed Forces Pension Scheme
2012DIN01-064	Royal Marines General Service Other Ranks – Financial Retention Incentive (FRI)	All RM personnel	This DIN announces the introduction of a Royal Marines General Service Other Ranks Financial Retention Incentive (FRI)	NPT (RM)

2012DIN01-065	Changes to the risk management process for civilian personnel travelling on departmental business	All civilian personnel and line managers of civilian personnel	All civilian personnel travelling abroad on Defence business must now check whether their destination country appears on the S2O/FCO list of High Risk Countries and follow any subsequent process. Replaces DIN 2011DIN01-244	S2O/DMEC (Support to Operations/Defence Main Effort Civilian)
2012DIN01-066	School Attendance and Armed Forces Support to Op OLYMPICS	All Service Personnel (SP) with Children of School Age	Advice to SP when considering a request to take their child(ren) out of school during term time in order to go on leave.	MOD Directorate Children and Young People, HQ Army
2012DIN01-067	New Average Property Price List - 1 January 2012	Employee on Permanent Transfer	The list of average property prices compiled by the Valuation Office Agency for each local authority area. Replaces DIN 2011DIN01-193	DBS Civilian HR-Relocations
2012DIN01-068	Mutual Support – Armed Forces Multiple Sclerosis National Support Group	All Service Personnel	Guidance on support available to members of the Armed Forces affected by Multiple Sclerosis. Replaces 2010DIN01-142	RAF Community Support, HQ Air Command
2012DIN01-069	Day of Prayer for the Armed Forces - Thursday 28 June 2012	All Service and Civilian Personnel	Details and arrangements for the Day of Prayer for the Armed Forces to be held at St Augustine: Queens Gate, Kensington, London, SW7 5LP	Royal Naval Chaplaincy Branch
2012DIN01-070	Pension Tax Relief – Lifetime Allowance – Fixed Protection	All Service Personnel with expected annual pension value of over £65,000	Reminder of the closing date for Fixed Protection.	DCDS Pers PCV Pensions Team
2012DIN01-071	Terms of Service - Notification of changes to discharge regulations affecting Naval Service personnel	All Naval Service personnel, especially Ratings and Other Ranks	Parliamentary approval of secondary legislation has resulted in the amendment of extant Terms of Service discharge regulations for ratings and other ranks. This DIN summarises the changes.	Navy Command - DNPers Terms of Service
2012DIN01-072	The Ruth Carter Prize for Nurses and the Eliza Mackenzie Prize for Student Nurses	All QARNNS personnel	Criteria for Prize nomination. Replaces 2011DIN01-026	Navy Command Medical Division
2012DIN01-073	Advance Command and Staff Course	All MOD Civilian Personnel and Line Managers	Recruitment for the 2012/13 Advance Command and Staff Course. Replaces 2011DIN01-042	DBS Civilian HR SM&CD Learning & Development Team

2012DIN01-074	BR3 – Issue of February 2012 Edition.	All Service and civilian personnel involved with the management of Naval Personnel	The Feb 12 edition of BR3 updates a number of chapters and adds material on Royal Corps of Naval Constructors uniform and the assignment of Senior Officers, detailed in the on-line Summary of Change. Replaces 2011DIN01-223	Navy Command – DNPS
2012DIN01-075	Relocation of the Ministry of Defence Medical Assessment Programme	All Service personnel	This DIN provides details on the move of the MOD's Medical Assessment Programme from London to Chilwell	DCDS(Pers)-PCV-Veterans
2012DIN01-076	Royal Air Force Transforming Defence Implementation	All Service and Civilian Personnel	Implementation of Royal Air Force Command Structure and Governance Review	HQ AIR Executive Officer
2012DIN01-077	Travel By Spouses/Civil Partners At Public Expense In Connection With Official Visits	All Service and civilian personnel	Guidance regarding the use of public funds to enable spouses/civil partners of Service personnel and civil servants, exceptionally, to accompany them to official functions in the UK or overseas. Replaces 2010DIN01-054	Financial Management Policy and Accounting - Policy
CHANNEL 02 - SECURITY AND INTELLIGENCE				
2012DIN02-003	National Security Vetting - Capping	All Service and civilian personnel	Changes to the instructions and arrangements for sponsors of clearances on behalf of HM Forces and MOD civilians.	DBR
2012DIN02-004	Unit name change of Defensive Information Operations (DIO) to Joint Cyber Unit (Corsham) (JCU (Cor))	All Service and civilian personnel	Notification of change of Unit name	Officer Commanding Joint Cyber Unit (Corsham)
2012DIN02-005	Procedure for Demand and Issue of Cadet Force Adult Volunteer (CFAV) Identity Cards	Unit Human Resource Offices With Administrative Responsibilities for Cadet Forces - Cadet Force Adult Volunteers.	Procedure for the demand and issue of military ID cards to cadet force adult volunteers. Replaces Single service and local instructions about demanding and issuing CFAV ID Cards.	SPVA Current Ops

2012DIN02-006	Notifiable Posts (Alongsiders) - Removal of requirement for submission of Annual Return.	All STRAPSOs, Corporate STRAPSOs and Personnel Security Staffs.	Removal of requirement for submission, to DefSy, of an annual return of notified posts totals. Replaces Defence Manual of Security (JSP 440), Supplement 2, Chapter 9, Paragraph 16.d	Defence Security
CHANNEL 03 - DEFENCE POLICY AND OPERATIONS				
2012DIN03-010				
CHANNEL 04 - DEFENCE EQUIPMENT AND SUPPORT AND THE DEFENCE ESTATES				
2012DIN04-037	Declaration of Obsolete Equipment: Various Racial Acoustics and Clansman Items deemed OSD/Unsupported	ARMY	Obsolete declaration of Various Racial Acoustics Equipment, Clansman Obsolete as identified OSD or replaced	BATCIS DT
2012DIN04-038	Guidance for the use of POT CODE 102 on Project Phoenix Booking System (PBS) during the 2012 Olympic and Paralympic Games	All Service and Civilian Personnel	This guidance notice is to inform ADO's directly involved in organising business travel to or from the Olympics or where the customer has been officially tasked with supporting the Olympics	Land Equipment, Service Provision, Project Phoenix Team
2012DIN04-039	Defence General Munitions Project Team (DGM PT) Munitions Technical Publications (MTP) - Convergence and Rationalisation	All service and civilian personnel whose employment interfaces with Ordnance Munitions and Explosives.	To inform the user community about the introduction of the Defence Munitions Publication (DMP)	Director Weapons Engineering Team - Technical Information and Documentation Manager
2012DIN04-040	Declaration of BID/1750 (also known as BIFID) as being obsolete by Crypto Services for Defence (CSD)	All Service and Civilian Personnel	This guidance on how to dispose of 'BID/1750' and associated publications. Replaces 2010DIN04-172	Crypto Services for Defence (CSD)
2012DIN04-041	Framework contracts for the supply of commercial publications to the MOD	All Service and civilian personnel	Guidance on the purchase of commercial hardcopy publications. Supersedes DIN2009/DIN04-106	CIO-ISP
2012DIN04-042	Urgent Operational Requirements Standing Instruction Version 7 (UOR SI V7)	All USUR and UOR stakeholders	This DIN provides policy guidance on the UOR Process, together with guides on writing, approving and procuring UORs.	Director (Battlespace Manoeuvre) (D (BM)), Main Building, MoD

2012DIN04-043	Workshop equipment inspections	All workshops and facilities units	This DIN is to inform units that their equipment will no longer be inspected by a 3rd party/external contractor and that the responsibility will fall to the operator/maintainer as per the AESP	Deployable Support and Test Equipment (DS&TE) Project Team
2012DIN04-044	Management of Land Non-Ionising Radiation Hazards (RadHaz) to Personnel.	Service and civilian personnel involved in the acquisition of all equipment for the Land Environment.	This DIN presents the management process to be applied to the Non-Ionising Radiation (NIR) Assessments for Personnel in the LAND domain. This DIN applies to all equipment including UOR projects.	DE3A, EI, SEIG, DE&S
2012DIN04-045	Aircrew Corrective Vision Service - possible gap in service	All aircrew and medical staff who utilise or administer the service;	Possible gap in the contract for supply of aircrew corrective flying spectacles, aircrew respirator spectacles, and soft contact lenses.	DES FAST AES DepHd
2012DIN04-046	Accommodation booking in HMNB Clyde-Priority Classification	All Service and civilian personnel visiting HMNB Clyde	Prioritisation of SLA Accommodation within HMNB Clyde	BLC Clyde
2012DIN04-047	Equipment Tables, Scales and Schedules	Equipment Table Account Holders	New, revised and cancelled Equipment Tables, Equipment Table Scales and Equipment Table Schedules	SCM (SCO)
2012DIN04-048	Guidance for the return of Whitefleet/Phoenix leased vehicles	All Service and Civilian Personnel	This guidance notice is to give guidance to Authorised Demanding Officers on the return of Leased Vehicles provided under the Whitefleet and Phoenix contracts	Land Equipment, Service Provision, Project Phoenix Team
2012DIN04-049	Naval Combat System Interface Co-ordination (NCSIC) Griffin database to be available via the MOD RLI network.	Civilian and Service Personnel working with Royal Navy ships and submarines.	NCSIC Griffin database formerly known as the Systems Information Co-ordination Agency database (SiCAD) will be available via the MOD RLI network from May 2012.	Maritime Combat System Team (MCST)
2012DIN04-050	Outfit AS1115 Towed Array On-Board Trainer (TAOBT), Withdrawal from Service	Navy, DE&S	To inform users that the TAOBT system has been withdrawn from service.	Maritime Training Systems (MTS) Project Team (DE&S)

2012DIN04-051	Accommodation Booking – HQ Cardiff Station, Maindy Barracks, Cardiff, CF14 3YE. Replaces 2010DIN04-058	All Service / Civilian personnel requiring accommodation at this establishment	Amended instructions for those wanting to book transit accommodation at Maindy Barracks. Replaces 2010DIN04-058	HQ Cardiff Station
CHANNEL 05 - DEFENCE MANAGEMENT, ORGANISATION AND BUSINESS PRACTICE				
2012DIN05-009	How to commission support and services provided by the Institute of Naval Medicine	Service and Civilian Personnel	This guidance details the procedure for customers in order to commission new tasks conducted by the Institute of Naval Medicine on their behalf	Institute of Naval Medicine
2012DIN05-010	Re-location of HTPT	All Service and civilian personnel	As of the 20th February 2012 HTPT will be located NH1, Walnut, Level 2b	HTPT, D Air Support
2012DIN05-011	Review and disposal of material held within the Secret Store in the MOD Main Archive	All Service and civilian personnel	Conduct of the review and disposal of material held in the Secret Store within the MOD Main Archive, Swadlincote, which are less than 25 years old	CIO - Corporate Memory Records Policy
2012DIN05-012	CONTACT WITH PARLIAMENTARIANS	All Service and civilian personnel	This DIN gives direction and guidance to the Department on any contact with Parliamentarians. Replaces 2010DIN05-55	PUS
2012DIN05-013	Defence rules on the personal use of the MOD's official telephones. Replaces 2011DIN05-033	All Service and civilian personnel.	Defence rules on the personal use of the MOD's official telephones. Replaces 2011DIN05-033	Information Policy Team, Chief Information Officer
CHANNEL 06 - SAFETY, HEALTH, ENVIRONMENT, FIRE				
2012DIN06-012	Cross Government Contract for the supply of First Aid at Work Training by St John Ambulance	All	Notification of Amendments to the First Aid at Work Training Contract let to St John Ambulance. Replaces 2011DIN06-015	DSEA-CPA-Policy
2012DIN06-013	Launch of the Defence Safety and Environment Authority	All Service and civilian personnel and contractors working in any MOD establishment or providing a service to any part of MOD	Details of the new Defence Safety and Environment Authority	DSEA

CHANNEL 07 - TRAINING AND EDUCATION				
2012DIN07-041	Air Warfare Centre Cranwell Courses that are available to the wider Defence audience.	All Service personnel and appropriate Civil Servants	Eligibility, course content and administrative details for applicants for Air Warfare training at Air Warfare Centre Cranwell. Replaces 2010DIN07-073	AWC Cranwell
2012DIN07-042	Update of Military Annual Training Tests - Military Annual Training Test 3 Instructor (MATT 3 Instr)	All Army units and personnel with a requirement for, or who train MATT 3.	This DIN lays down the qualification requirements for MATT 3 Instructors to deliver MATT 3 training.	Directorate of Training (Army)
2012DIN07-043	Joining instructions for personnel attending CBRNDC courses at Triumph Squadron HMS Raleigh	All Service and civilian personnel due to attend courses at Triumph Squadron HMS Raleigh	Joining instructions for CBRNDC courses at Triumph Squadron HMS Raleigh. Replaces 2011DIN07-048	MWS Phoenix Training Group
2012DIN07-044	EXERCISE CANARY GOLD 2012 – 2013	All service personnel, regular and reservists	Details and course dates of Expedition	Joint Service Adventurous Sail Training Centre
2012DIN07-045	2012/2013 Tri-Service Chemical Biological Radiological and Nuclear (CBRN) Defence Training (R).	All MOD and OGD personnel	Provides MOD and OGDs with details of CBRN Defence Phase 3 training courses. Replaces 2011DIN07-154	HQ 2 Gp
2012DIN07-046	Leadership and Management - Professional Accreditation Through the University College Plymouth St Mark and St John	All RN Personnel	Guidance for service personnel wishing to study for Higher Education qualifications in Leadership & Management.	FLEET-FOST-TA EL3 SO2
2012DIN07-047	The provision of Civilian Contractor Supplies Simulated Press (SIMPRESS).	Exercise Directors/Planners	Guidance on the civilian contract for the provision of SIMPRESS for exercises. Includes the process for order/amendment of request and payment. Replaces 2010DIN07-057	Defence Media Operations Centre
2012DIN07-048	Joint Service Alpine Meet (JSAM) 2012. Replaces 2011DIN07-055	All Regular and Reserve Service Personnel	Notification and details of JSAM 12 and guidance on the application procedure. Replaces 2011DIN07-055	Adventurous Training Group (Army)
2012DIN07-049	Joint Equality and Diversity Training Centre (JEDTC) – Equality and Diversity Training 2012 – 2013	All Service and civilian personnel	Equality and Diversity Course Details and Dates (September 2012 - August 2013). Replaces 2011DIN07-010	Defence Academy College of Management & Technology
2012DIN07-050	Casualty Procedures–Visiting Officer (VO) Training Course (Army). Replaces 2009DIN07-131 and 2011DIN07-037	Notifying Authorities and all units responsible for casualty management in accordance with JSP 751	Provision of a Service Course, loading, criteria and matrix for the VO Training. Replaces 2009DIN07-131 and 2011DIN07-037	D Pers Ops, AIASC & AFCC



2012DIN07-051	Applications for Courses at the Empire Test Pilots' School	All Service Pilots and RAF Air Engineering Officers	Details the requirement for applications for courses at ETPS and the relevant single service references.	Empire Test Pilots' School
2012DIN07-052	Information Systems Short Courses for May 2012 - Jul 2012 at the Defence Academy - College of Management and Technology	All service and MOD civilian personnel	The Schedule of Information Systems Short Courses at the Defence Academy – College of Management and Technology, Shrivenham, for Aug 2011 - Jul 2012, with details of how to apply for them.	DA-CMT Technology Division, IM Branch
2012DIN07-053	Military Annual Training Tests (MATTs) and Workplace Induction Programmes Policy Update	All Army units and personnel - mandatory MATT & WIP training.	This DIN provides MATTs & WIPs updated Policy. It describes the appropriate level of training to be undertaken by all ranks and gives direction on the requirement for recording training.	Directorate of Training (Army) – DTrg(A)
CHANNEL 08 - FINANCE, ACCOUNTING AND BUDGETING				
2012DIN08-002	Change of US\$ banking arrangements	All Imprest and Cash Office Operators	Details of new Departmental US\$ bank accounts	DFM FMPA Banking Services
CHANNEL 09 - HONOURS, AWARDS, ROYAL AND CEREMONIAL EVENTS				
2012DIN09-009	Accumulated Campaign Service Medal 2011 – administration and criteria amendment	All Serving and Retired Personnel, MOD Civil Servants, CONDO and Next of Kin	This DIN provides additional clarification on the assessment of Service Personnel (SP) eligibility/entitlement to wear and the Order of wear.	Defence Services Secretary - Honours and Awards
2012DIN09-010	The Queen's Diamond Jubilee Medal - Changes to Official wear date	All MOD Personnel	This DIN provides information on the changes to the wear date of The Queen's Diamond Jubilee Medal	Defence Services Secretary - Honours and Awards
2012DIN09-011	End of Op Telic: entitlement to the Iraq Medal and Accumulated Campaign Service Medal	All MOD Personnel	This DIN provides details of the cessation of the Iraq medal and Op TELIC qualification for the Accumulated Campaign Service Medal	DS Sec Honours
2012DIN09-012	NATO Meritorious Service Medal	All MOD Personnel	This DIN provides details on the amendments to the acceptance and wear of the NATO Meritorious Service Medal	DS Sec Honours

CHANNEL 10 - SPORTS AND SOCIAL EVENTS				
2012DIN10-012	RNRM Angling Association (Sea) Annual Boat Championships 6th - 7th May 12	All serving RNRMAA members	The 2012 RNRMAA Sea Angling (Boat) Championships is a 2 day competition being held out of Arbroath. All levels of anglers are welcome	RNRMAA Sea Secretary
2012DIN10-013	Royal Navy & Royal Marines Angling Association (RN&RMAA) Game Section Coaching 2012	Royal Navy and RN&RMAA Associate Members	Royal Navy serving personnel who are interested in taking up Fly Fishing can do so on specified coaching days on one of the Anglian Water reservoirs in 2012	Game Secretary RN&RMAA