

STATEMENT OF REQUIREMENTS
for the
PROVISION OF OUTSOURCED TRAINING SERVICES
to
NAVY COMMAND
Training Year 17/18
Issue 1.0

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**SOR for the Provision of Outsourced Training Services to Navy Command
Training Year 17/18 Issue 1.0**

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BACKGROUND

1. Navy Command has outsourced to industry elements of training delivery and training support. The new outsourcing arrangement is the Provision of Outsourced Training Services (POTS) contract that commences 1 Jan 2018 and is subject to an annual change process as training requirements change and evolve.

OBJECTIVE

2. The objective of this Statement of Requirements (SOR) is to articulate the requirements of the Authority and the Training Services to be delivered by the Contractor under this Contract such that the Authority's responsibilities in contributing towards the delivery of Royal Naval operational capability can be enabled.

SCOPE OF SUPPLY

3. At the Termination Date or Expiry Date of this Contract, the Contractor shall implement the Exit Plan at Schedule 5 (Transition). The Contractor shall ensure that continuity of training is maintained during the transfer of Training Services during the Exit Period.

4. Navy Command (NC) training is co-ordinated by two delivery commands: Commander Core Training (COM CORE) (initial naval and Royal Marine training plus all leadership training) and Commander Operational Training (COMOT) (phase 2, 3 and collective training). The principal schools and organisations utilised by the two commands within the scope of this SOR are at Table 1 as well as the Establishment in which they are located. Some training delivery takes place at satellite sites to the Establishments. Details of the sites are also listed in Table 1

5. The Contractor shall provide the following Training Services to the Navy Command's delivery commands unless otherwise identified within this SOR:

5.1 **Training Delivery Service (Type C).** The Contractor shall provide a comprehensive fully managed Training Delivery Service, including all the Training Support Service activities required and detailed in the SOTT+ at the locations, volumes and standards specified. These courses are referred to as Type C (Contractor) Courses. The Training Services associated with the delivery of these courses are entirely to deliver each course; in respect of the courses specified at Annex A the management responsibility of the Contractor is for the delivery of the outputs specified.

5.2 **Training Delivery Support Service (Type B).** Annex B is divided into Type A (Authority) and Type B (Both) training. The Contractor shall provide a Training Delivery Support Service in respect of the Type B courses specified at Annex B in the SOTT+ at the locations, volumes and standards specified. Type B courses are to be delivered using instructional competences, a percentage of which will be provided by the Contractor under this requirement. For clarity, Type A courses are wholly delivered by military instructional resources and are included for information to indicate the overall scale and volumes of support required at paragraph 5.3.

5.3 **Training Support Service.** The Contractor shall provide a Training Support Service as specified at **Error! Reference source not found.** for all courses specified in Annexes A and B and at Lodger Units, listed in Table 1, consisting of:

- 5.3.1 Training Design & Upkeep Service
- 5.3.2 Training Quality Assurance Service
- 5.3.3 Training Planning Service

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- 5.3.4 Training Facilitation Service
- 5.3.5 International Defence Training and Non-RN Student Training Support Service

5.4 **Training Equipment Availability Service.** To provide a Training Equipment Availability Service to support the courses listed at Annexes A and B to the volumes and standards at **Error! Reference source not found..** Consisting of:

- 5.4.1 Management and Maintenance of Training GFA
- 5.4.2 Management and maintenance of Training IS and IT GFA
- 5.4.3 Training Equipment Project Management
- 5.4.4 Role player, safety staff and equipment operation service where appropriate

5.5 **Business Information Service.** Provision of a Business Information Service as defined at **Error! Reference source not found..**

5.6 **Education Services.** Provision of Education Services as defined in **Error! Reference source not found..**

5.7 **Training Optimisation Service.** Provision of a Training Optimisation Service as defined in **Error! Reference source not found..**

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Organisation/Location	Training Group	Sub unit	Remarks/Key outputs
Apprenticeship management & Training	HQ(CWD)	Main sites: CWD, SUL, RAL, CTC(RM), CUL, YEO, Occasional sites. FAS, DEV	Management of Apprenticeship scheme is located in Ramsay Building in MWS COLLINGWOOD. Main delivery sites are listed as sub units. Training on board front line units are PORT, FAS & DEV dockyards.
Naval Education and Training Service	HQ HMNB POR	HMNB DEV, CLYDE, PORTSMOUTH, 40, 42, 45 Cdo RM, CLR, Stonehouse RNAS Yeovilton and Culdrose,	Authority managed Learning and Development Centres with Contractor EL3R Support
International Defence Training	FOST HQ	Main sites: BRNC, RAL, CWD	Provide International Defence Training
Board and Search School HMS RALEIGH, Torpoint, Cornwall	BSS		Boarding teams – board and search Advance tactical coxswain
Britannia Royal Naval College, Dartmouth, Devon	BRNC		<ul style="list-style-type: none"> • Initial Naval Training (Officers) • International Warfare Officers (Foundation) delivered in BRNC on behalf of MWS NTU • International Defence Training (IDT) • RNR Officer Training (Op Hermes) • Including delivery of elements of RNLA Courses.
Defence Maritime Logistics School HMS RALEIGH, Torpoint, Cornwall	DMLS		<ul style="list-style-type: none"> • Part of Defence College of Logistics and Personnel Administration Training • RN career logistics training
FOST Hydrographic, Meteorological and Oceanographic School 3 units across two sites:	DEV: Hydrographic Training Unit (HTU)		Hydrography training
	DEV: Meteorological and Oceanographic training unit (MoTU)		Meteorology and Oceanography training

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Organisation/Location	Training Group	Sub unit	Remarks/Key outputs
HMNB DEVONPORT (DEV) HMS COLLINGWOOD (CWD)	CWD: Tactical Hydrography, Meteorology and Oceanography (TACHM)		Tactical Hydrography Meteorological and Oceanographic training
HMS RALEIGH, Torpoint, Cornwall	INT		Initial Naval Training (Ratings)
	RN School of Seamanship (RNSoS)	RAL: Seamanship Training Unit (STU)	Lead Seamanship
		CWD: Seamanship Training Element (STE)	Tactical Comms
Maritime Warfare School (over 6 sites): HMS COLLINGWOOD (CWD) HMS RALEIGH (RAL) HMS EXCELLENT (EXC) HMS TEMERAIRE(TEM) HMNB CLYDE (CLY) Horsea Island (HI)	Weapons Engineering Training Group (WETG)	CWD: Systems Engineering and Management Training Unit (SEMT)	
		CWD: Communication Training Unit (CTU)	
		CWD: Systems Training Unit (STU)	Cyber Information superiority
		CWD: Explosives and Health & Safety Training Unit (EXPTU)	
		CWD Weapon Engineering Principles Training Unit (WEPTU)	
		CWD: Weapon Engineering Training Unit (WETU)	
		EXC: Phoenix CBRNDC Training Group	Lead Chemical, biological, radiological, Nuclear and Damage Control; Command & Control (C2)
		EXC: Phoenix: Firefighting Training Service (FFTS)	Owned by Flagship Firefighting Training Ltd (PFI) until 2021; Firefighting
		HI: Sea Survival Training Centre	Sea Safety/Survival
		EXC: Phoenix First Aid Training Unit	Lead First Aid Training
	RAL: Triumph CBRNDC	Chemical, biological, radiological, Nuclear and Damage Control; Sea Safety/Survival	

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		RAL: Triumph Firefighting Training Service (FFTS)	Owned by Flagship Firefighting Training Ltd (PFI) until 2021; Firefighting
		RAL: Triumph First Aid Training Unit	First Aid Training
	Warfare Support (WS) Training Group (WSTG)	RAL: Military Training Unit (MTU)	Lead Naval Military Training
		CWD: Military Training Element (MTE)	Close Range Training Naval Military Training Individual Pre-deployment Training
		EXC: Military Training Element (MTE)	Naval Military Training
		CLYDE: Military Training Element (MTE)	Naval Military Training
		EXC: HMS BRISTOL	Youth Training Naval Military Training Seamanship Training
		CWD: Victory squadron	Naval Service Core Values
		CWD: Navigation Training Unit (NTU)	Initial Warfare Officer Training Pilotage and Navigation Training Command & Executive Training
	Warfare Training Group (WTG)	CWD: ADWAR CWD: WARSKILLS CWD: Above Water Warfare CWD: Maritime Trade Operations CWD: Underwater Warfare CWD: Principal Warfare Officer CWD: C4ISTAR CWD: Aviation Warfare & Aircraft Control CWD: International and Commonwealth Training Unit (ICTU)	Phase 2 generic Career Training
		Mine Warfare Operational Training Centre (MWOTC)	MW career training

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Organisation/Location	Training Group	Sub unit	Remarks/Key outputs
	TEM: Royal Naval School of Physical Training (RNSPT)		RN Physical Training Instructors
Defence Diving School (DDS) at Horsea Island (HI) (Independent command under MWS)		Including delivery in the following locations: <ul style="list-style-type: none"> • Portsmouth Dockyard & harbour • Chickerell Camp Wyke Regis • Portland Harbour; • Chepstow (National Diving and Activity Centre) • Balmacara House, Kyle of Lochalsh 	RN and Army diving training. Trains RN and Army divers plus RN engineers in air system maintenance (breathing apparatus and supporting systems) Based at Horsea Island but significant amount of training and some maintenance takes place at remote sites.
RN Leadership Academy across three sites HMS COLLINGWOOD (CWD) BRNC DARTMOUTH (BRNC) Outdoor Leadership Training Centre, Talybont (OLTC)	CWD: Royal Arthur (RA) Sqn and HQ Sqn		Command Leadership & Management
	BRNC: HQ, Royal Sovereign & Royal Oak Sqn		Command Leadership & Management
	TAL: Outdoor Leadership Training Centre		Command Leadership & Management
RN Submarine School (RNSMS) on 2 sites: HMS RALEIGH (RAL) Fort Blockhouse (FB) Gosport	RAL: Warfare Training Department		RN SM career warfare training
	RAL: Weapon System Training Group (WSTG)		RN SM career non-warfare training
	FB: Submarine Escape Tank Training (SETT)		
Fleet Intelligence Centre (FIC) HMS COLLINGWOOD, Fareham, Hants			Training of Communications Technicians

Table 1 – Principal Schools an in Scope

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ASSUMPTIONS

6. Changes to the Training Support Services¹ required as a result of new equipment / Class of Ship introduced into Naval service and old class of ship / equipment retired from Naval service are assumed as part of the Contractor's management responsibility to deliver within the overall Training Service scope. Any associated volume changes in respect of the courses listed in this SOR or any associated change in standards will be subject to the change procedure set out in Schedule 4 (Change and Change Management).

7. The baseline for this Statement of Requirements is the 17/18 Training Programme (now referred to as the Statement of Training Task (SOTT)). This issue of the SOR therefore defines the requirement for Training Year 17/18 SOTT. Subsequent routine requirements will be defined through the Annual Change procedure at Schedule 4 (Change and Change Management).

8. In delivering the requirement of **Error! Reference source not found.** Training Planning Service the Contractor shall identify the appropriate provision of military instructional resources as Military Manning Assumptions and accommodation resources provided at **Error! Reference source not found.**

9. It is the Authority's intention that consumables will be provided to the Contractor by the Authority, with the exception of consumables for media services for which the Contractor shall provide a fully managed service to include the provision of all media equipment, spares and consumables. The Contractor will be authorised to order as required from MOD centrally placed contracts for consumables. Cost for provision of consumables sourced through Authority provisions will fall to the Authority. However, in the event that the Authority provision is unable to provide what is required to enable outputs to be achieved then by exception, and only with the prior written agreement of the Authority, the Contractor may seek provision from alternative sources. The reimbursement of costs for any such alternative provision may be subject to scrutiny and approval by the Level 2 Chairman and will not be expected to exceed that which would have been payable under the Authority provision.

10. The Contractor is expected to hold:

10.1 all data received at Service Commencement Date (SCD); and

10.2 that generated in support of this Contract for the length of this Contract.

11. The Contractor will be expected as part of their Exit Plan to be able to hand over this data in an electronic and usable format (i.e. not within a proprietary format that is unusable by others) to the Authority or a Follow-on Contractor at Expiry Date or Termination Date.

12. The collection of data to satisfy the requirements at **Error! Reference source not found.** Business Information Service is the responsibility of the Contractor. The generation of the data is dependent on the originator. Where RN generated, the Authority's personnel will input into any system provided by the Contractor.

13. The Authority will own all GFA Registers and the Contractor will produce and maintain such registers for all equipment within scope in accordance with **Error! Reference source not found.** –

¹ For the sake of this paragraph, this does not include New Training Design.

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Equipment Availability Service. A list of Key Personnel responsible for Training Equipment will be required to be supplied by the Contractor in accordance with Schedule 11 (Key Personnel).

14. Supervisory care responsibilities lie with the Contractor as detailed in **Error! Reference source not found.**

15. Table 1 details a small number of delivery units for which the Contractor will not generally be responsible for Training Delivery Services or Training Delivery Support Services unless specified in Annex A or B, but will be required to provide a Training Support Service in accordance with paragraph 33 of this SOR. Specific details are defined for each unit at the Annexes to this SOR.

16. All courses are classified Official unless the security requirements statement for the courses and tasks in Annexes A, B & C indicate otherwise.

17. The Authority shall place any appropriately qualified trainee it sees fit on the courses detailed. This includes but is not limited to staffs from RN, Army, RAF and other MOD and Government departments, MOD sponsored Defence industry trainees, foreign trainees via UK Government to Government agreements and International Government to Government (G2G) trainees.

18. The Contractor shall comply with the MOD's Information Management (IM) Policy contained within JSP 441: Managing Information in Defence and JSP 740: Acceptable Use Policy for Users of MOD Information Technology and Telecommunications Networks (MOD IT and Telecoms).

19. The Defence Learning Management Capability (DLMC) programme is due to replace the existing training management systems circa 2018. The Contractor's responsibilities and obligations for the implementation of plans and requirements associated with the transition to DLMC are assumed within this SOR scope. The Contractor will be required to undertake the transition to the new system for Training Services delivered as a part of this SOR and will use it in support of the delivery of Training Services.

20. The ISS Training and Education Support Project (ITESP) is due to replace the delivery of training via individual training LANs circa 2020. The Contractor's responsibilities and obligations for the implementation of plans and requirements associated with the transition to ITESP are assumed within this SOR scope. The Contractor will be required to transition to using the new Service Catalogue as part of this SOR and will use it in support of Training Delivery.

21. GFA will be supplied by the Authority for use by the Contractor in the delivery of these Training Services only. These assets and resources include military manpower, Training Equipment, stores, consumables, Training Planning tools etc. as listed in the GFA Register and Annexes to this SOR, the Contractor is to account for all Training Equipment in accordance with Part 7 (Government Furnished Assets).

22. Information Systems (IS) for training will be supplied by the Authority for use by the Contractor in the delivery of these Training Services only. The Contractor will be encouraged as part of the Training Design requirement to propose beneficial improvements, in particular where they are sympathetic with the Authority's aims of developing generic synthetic training environments and use of the Defence Learning Environment (DLE).

23. The Authority recovers funding from the Skills Funding Agency (SFA) in support of the delivery of SFA accredited training courses. It is assumed that SFA funding will continue at the same level as in Training Year 2017/18. However, the Authority reserves the right to amend this SOR in the event that the level or availability or management / drawdown of SFA funding is altered.

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Any associated changes in respect of the courses listed in this SOR or any associated change in volume or standards will be subject to the change procedure set out in Schedule 4 (Change and Change Management).

24. The Contractor shall identify methods to meet the minimum required Suitably Qualified and Experienced Personnel (SQEP) refresh to achieve the competencies stated at Appendix 1 to Annex B, and ensure that the competencies are articulated in the Competency Management System that the Contractor shall provide. The Contractor shall demonstrate SQEP statements and standards for its staff employed to meet the requirements at Annexes A and C in the same way, the details of which will be contained within Schedule 14 (Training Support Management Plans).

25. Each Establishment Commanding Officer retains the ultimate responsibility for the supervisory care of trainees and all military staff within his command. The Contractor is expected to follow the conduct principles in the Defence Training Capability (JSP 822) for military instruction and act in 'first response' to trainee supervisory care issues whilst the trainees are under the Contractor's instruction until the issue can be handed over to an Authority member of staff.

26. Within the requirements specified at Annexes A and F there are some military posts identified that support elements of these tasks. These posts cannot be removed for strategic military manning reasons and are required to be retained within the Contractor's organisation for the purposes of military employment within the identified task. Military staff will be supplied by Establishment Commanding Officers to fill these posts for the Contractor's use as GFR. The management of these personnel is the responsibility of the Establishment Commanding Officer and their Terms of Reference produced by the Contractor will need to be agreed locally to ensure the Commanding Officer's responsibility to ensure proper employment is maintained.

27. The volumes of periods of instruction identified at Appendix 2 to Annex B do not account for the direct support tasks as defined at Annex B Training Delivery Support Services which the Contractor will provide in addition.

28. The requirement for Training Equipment Availability (**Error! Reference source not found.**) assumes the provision of all necessary support, safety, desk-driver and role-playing staff necessary to allow the equipment to be available for delivery of relevant courses.

29. Where GFA is supplied for training and is in use in RN Ships and Submarines it is likely to use the Unit Maintenance Management System (UMMS). Where UMMS is provided its use is mandated within the Training Establishment. The Contractor should expect to manage the change of maintenance regime to UMMS when required by the IPT responsible. The list of equipment using UMMS is constantly changing.

30. Weapons Engineering (WE) students, having commenced ET(WE) course and registered for associated accreditation prior to 31 Dec 17, will have already had their accreditation payment made and are thus covered by the University of Portsmouth for the award of their Foundation Degrees after this date assuming that they meet all the academic requirements for successful completion. The Contractor will manage any facilitation arrangements required after 31 Dec 17.

31. Principles of Presumed Inclusion in accordance with Contract Clause 9.3 will apply to the delivery of all Training Services in this SOR.

32. The Authority will ensure that all equipment on the GFA Register subject to ITAR regulations is identified to the Contractor. The Contractor is to assume that all applicable ITAR licences are in place unless otherwise informed by the Authority.

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33. This Contract interfaces directly with training delivered by other contracts and lodger units². Contractor support to Lodger Units and interface contracts is detailed in Table 2 and corresponding notes below.

	TD	QA – Validation	QA – Training Audit	TP	Education Services
MCTS³	Note 10	Note 3, 9	Note 4	Note 14	Note 5
UoP⁴	No	Note 7	Note 8	Note 6	Note 5
FFTS⁵	Note 1	Note 3	No	Note 2	Note 5

Table 2 – Training Support and Interface to Lodger Units and Other Contracts

Note 1. All courses within the SOTT+ will be maintained and updated by the Contractor in accordance with **Error! Reference source not found.**. This will include modules taught by interface contracts. They will also need to use the RN SMEs within those units.

Note 2. All courses on the SOTT+ are planned by the Contractor. Some modules of these courses are taught at the FFTS. Therefore there will be a requirement to liaise with the FFTS to de-conflict the programmes.

Note 3. All modules on the SOTT+ are subject to In Val at course end, provided by the Contractor. Some modules of these courses are taught at the FFTS. The Contractor will provide In Val to the entire course inclusive of modules delivered by interface contracts.

Note 4. MCTS is a training facility for the primary use of MWS WTG (Warfare Training Group) and Ship's Warfare Team and will be scrutinised as part of the WTG 1st Party Audit.

Note 5. Education Services are available to military personnel of all lodger units.

Note 6. UoP provide a "service in" to specific elements of courses at BRNC. UoP staff will require time tabling information to be supplied for their staff.

Note 7. In Val is provided as part of the overall course evaluation and should be provided to UoP. Additionally UoP conducts its own QA activities for which the Contractor should facilitate access.

Note 8. 1st Party Audits to be conducted. Note: UoP also conducts their own audit programme.

Note 9. In Val collected at course end is to be provided to the MCTS Contractor where appropriate.

Note 10. The Contractor is responsible for FTS, AStrat, ASpec and task books for the 'MCTS-MWS' Hybrid courses, and is also responsible for all the documentation for the 'out of MCTS scope' training. The MTAO MCTS Contractor is responsible for MCTS in-scope training design.

Note 14. The Contractor is responsible for the planning of MCTS courses, although the detailed planning of the MCTS element will be conducted by the MTAO MCTS Contractor. The Contractor

² Lodger Units are defined as those units that do not fall under the FOST Command.

³ Maritime Composite Training System (MCTS) is a separate contract managed by DE&S MTAO to deliver surface warfare aspects of RN training. The Contractor is expected to liaise and integrate with this contract when delivering the requirements of this SOR.

⁴ University of Plymouth (UoP) currently delivers contracted academic services to the RN in BRNC. The Contractor is expected to liaise and integrate with this contract and any successor contract when delivering the requirements of this SOR.

⁵ The Fire Fighting Training Services (FFTS) is a separate contract to deliver RN training has an option to be incorporated into this Contract in 2021 iaw Annex L to this SOR.

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must liaise with MCTS Training Support Staff and take into account the constraints of MCTS when constructing the SOTT.

EXCLUSIONS AND CONSTRAINTS

34. The Contractor shall ensure that all personnel comply with JSP 822 Defence Direction for Trainer Capability as amended, or similar which matches or exceeds this requirement.

35. Contractor staff shall comply with Disclosure and Barring Service (DBS) checks and Safeguarding Vulnerable Groups Act 2006 (SVGA) (as amended by the Protection of Freedoms Act 2012) as amplified by BR 3 Naval Personnel Management Chapter 58 and JSP 893 Policy on Safeguarding Vulnerable Groups, as appropriate to task, and shall evidence this as part of their Instructor SQEP data.

36. The Contractor shall publish and implement an Authority endorsed Quality Management System (QMS) that conforms to JSP 822, Establishment Training Orders, Establishment Standing Orders and associated policy directives. This system will implement as a requirement the recommendations of any 2nd Party and/or 3rd Party Audits of the training and management of courses; the achievement of which shall form part of the Performance Management System required under the terms of the Contract.

37. For the avoidance of doubt; In the event that course student allocations do not meet the criteria for running (specified in the Training Authorisation Document (TrAD)) it shall be for the Contractor to identify and for the Authority to agree and endorse any course cancellations.

38. Provision of Navy Command external assurance roles including 2nd Party Audits will remain a Defence responsibility, and as such conduct of 2nd & 3rd Party Audits, visits, inspections or similar are not the responsibility of the Contractor. The Contractor is expected, however, to participate in and support their conduct where required and facilitate and present quality assurance processes and results to the external auditors as part of the 1st Party quality assurance task, the detail of which will be laid down in the Training Services Management Plans.

39. The Contractor shall comply with Authority's Defence Records Management system when storing data held on its behalf as stated in JSP 441 Managing Information in Defence.

40. The Contractor shall provide courses in accordance with the Authority's training pipelines and sequencing requirements, and any directions provided within the SOTR.

41. A Contractor is charged the Non Entitled Cash Casual Meal Rate for each meal taken when dining on HM Ships/Establishments. Own food may be consumed when the ship is alongside. Allocation to messes is the responsibility and discretion of the Ship/Establishment. Contractor's staffs have no automatic right to become mess members of military messes.

42. Although the geographical scope of the Contract incorporates Faslane/Clyde, no Contractor Delivery Periods specified in this SOR are to be delivered in Scotland however some Training Equipment maintenance may require delivery in Scotland and part of the support to the Education Services and apprenticeship delivery is conducted in Faslane/Clyde.

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43. When delivering the Training Services in this SOR, the Contractor shall comply with the terms and conditions on the use of the Government⁶ Procurement Card (GPC) in accordance with JSP 332 Chapter 4 V1.0 Dec 14 as amended and as follows:

43.1 The Contractor is permitted to use the Authority's Government Procurement Card (GPC) to obtain stores and services that are the Authority's responsibility to supply that are either not available or, not available in the timeframe required, from the Authority's normal supply channels. Any purchasing action undertaken by the Contractor in this way shall be subject to the Authority's Low Value Purchasing Regulations, JSP 332.

43.2 The Contractor shall ensure that where the GPC is issued to any Contractor Employees that their contracts of employment are amended to reflect use of the GPC. The Contractor shall also ensure that their staff are made aware that they are only authorised to use the Authority's GPC in accordance with the personal financial and commercial Delegation Letters that will be issued to them by the Authority.

43.3 The Contractors' GPC holders must undertake the Authority's GPC Cardholder Computer Based Training (CBT) course, which will be made available on site via the Authority's LVP (GPC) Manager.

43.4 The Contractor's GPC Cardholder shall comply with the Authority's verification and reconciliation procedures that are detailed in the GPC Cardholder training course and JSP 332. All GPC transactions will be subject to retrospective financial scrutiny by the Authority.

43.5 Under no circumstances shall an MOD GPC be used to procure items that are the Contractor's responsibility to supply under the terms of this Contract.

43.6 The Contractor shall indemnify the Authority against misuse of the Authority's GPC by any Contractor Employees.

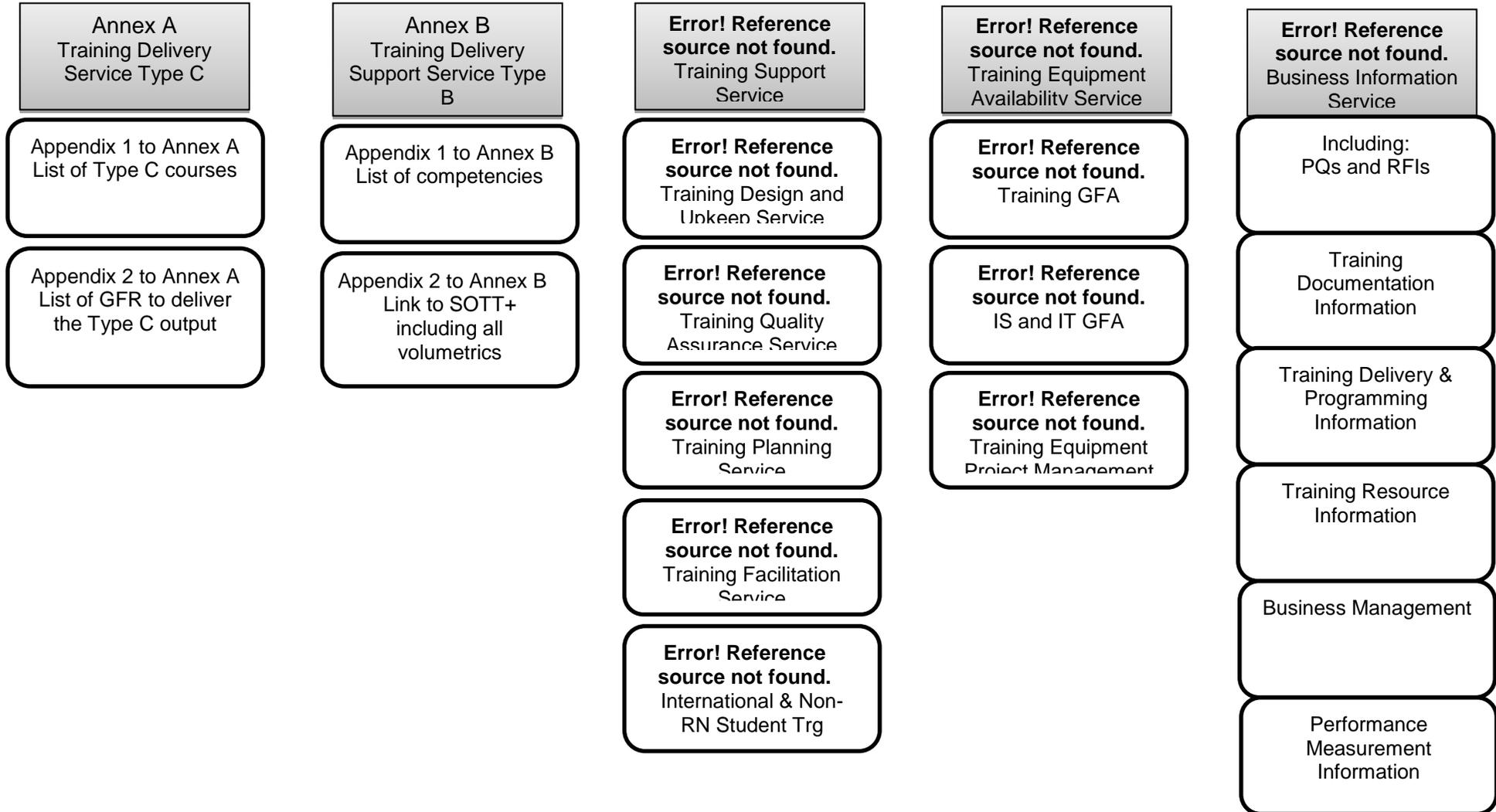
43.7 In addition to the above, the Cardholder must be in possession of a valid Letter of Delegation, personally authorising them to make GPC purchases on behalf of the Authority. If there is any doubt as to what constitutes appropriate/non appropriate expenditure then the Authority's nominated GPC Card Manager must be consulted in advance of any procurement.

43.8 Contractors' Employees utilising the GPC shall be bound by The Civil Service Code.

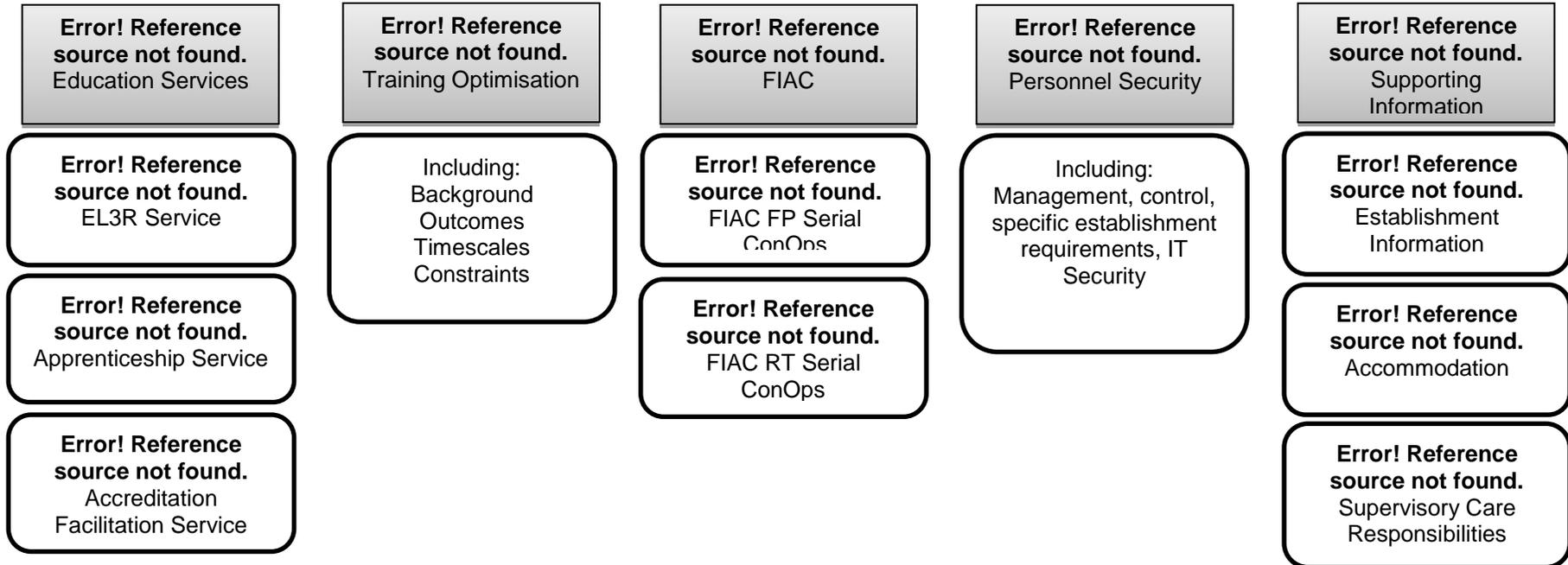
⁶ Also referred to as the Electronic Procurement Card (EPC)

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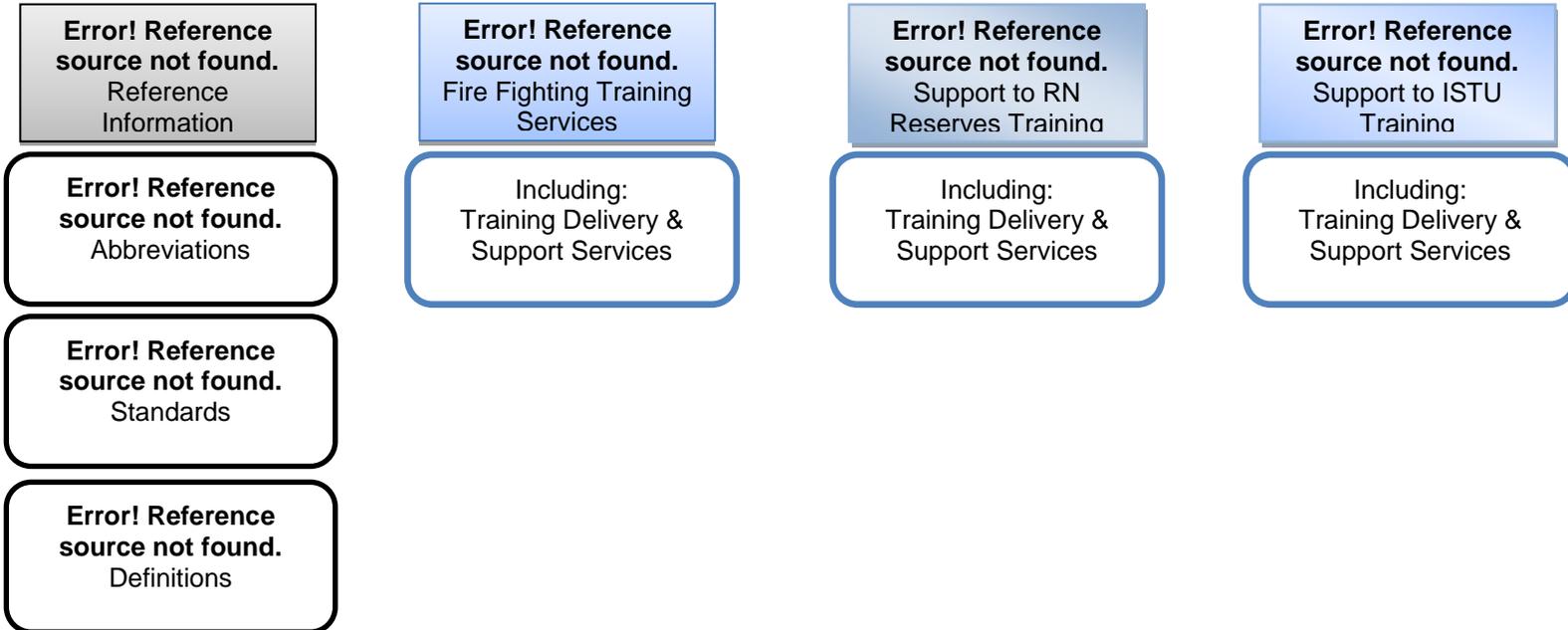
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Support to DMLS
Training

Including:
Training Delivery &
Support Services

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Transition Plan

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SETT

Including:
Scope and
deliverables

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**SOR for the Provision of Outsourced Training Services to Navy Command
Training Year 17/18 Issue 1.0**

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Annex A
TRAINING DELIVERY SERVICE (TYPE C)

1. The Contractor is responsible for all aspects of Type C (Contractor) course delivery, design, quality assurance, planning, programming and support which should be assumed as additional to those activities stated in **Error! Reference source not found.** Training Support Service to this SOR.
2. In addition to that detailed in the Statement of Training Task Plus (SOTT+) Appendix 1 to Annex A provides further detail of the Contractor's obligations for each individual Type C course. In delivering these courses it is the responsibility of the Contractor to ensure trainees meet the stated Training Objectives (TOs) and associated conditions and standards of the courses.

Appendices:

- | | |
|-----------------------|--|
| Appendix 1 to Annex A | List of Type C (Contractor) courses to be delivered. |
| Appendix 2 to Annex A | List of GFR to deliver the Type C (Contractor) output. |

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Appendix 1 to Annex A
LIST OF TYPE C (CONTRACTOR) COURSES

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
WE 107	ET(WE) Career Course (Weapons & Sensors)	MWS (WETG)	CWD	Phase 2	14	130	Trainees must successfully complete training in under 105% of annual average length of course		Operate Maintain Diagnose Repair (OMDR) Competence levels: 4,4,3,3,
(WE107A) same generic course as WE 107)	ET(WE) Career Course (SM SWS)	MWS (WETG)	CWD	Phase 2	16	86	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 4,4,3,3
(WE107B) (same generic course as WE 107)	ET(WE) Career Course (SM TWS)	MWS (WETG)	CWD	Phase 2	16	86	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 4,4,3,3
WE108	ET(WE) Career Course (CIS)	MWS (WETG)	CWD	Phase 2	16	150	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 4,4,3,3

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
WE211	LET(WE) Career Course (Weapons)	MWS (WETG)	CWD	Phase 3	14	210	Trainees must successfully complete training in under 105% of annual average length of course	Accredited to EAL Certificate Technical Level 3. Includes accreditation to NVQ level 3 in Engineering Maintenance within 30 months of course completion. Must maintain IET and C&G accreditation requirements.	OMDR Competence levels: 7,7,7,7,7
WE212	LET(WE) Career Course (Sensors)	MWS (WETG)	CWD	Phase 3	14	195	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 7,7,7,7,7
WE213	LET(WE) Career Course (CIS)	MWS (WETG)	CWD	Phase 3	14	210	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 7,7,7,7,7
WE213A	ABCIS- LET(WE CIS) Conversion Course	MWS (WETG)	CWD	Phase 3	14	75	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 4,4,3,3

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Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
WE213B	ET-LET(WE CIS) Conversion Course	MWS (WETG)	CWD	Phase 3	14	70	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 4,4,3,3
WE214	LET(WE) Career Course (SM)	MWS (WETG)	CWD	Phase 3	14	205	Trainees must successfully complete training in under 105% of annual average length of course		OMDR Competence levels: 7,7,7,7,7
WE317	POET(WE) Career Course (Weapons, Sensors & submariner)	MWS (WETG)	CWD	Phase 3	14	115	Trainees must successfully complete training in under 105% of annual average length of course	Currently accredited to Foundation Degree (by University of Portsmouth). Must maintain IET accreditation requirements at an equivalent level	OMDR Competence levels: 9,9,9,9,9
WE317A	LET-POET (W, S, SM) Conversion Course	MWS (WETG)	CWD	Phase 3	14	75	Trainees must successfully complete training in under 106% of annual average length of course	Currently accredited to Foundation Degree (by University of Portsmouth). Must maintain IET accreditation requirements at an equivalent level	OMDR Competence levels: 7,7,7,7

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Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
WE318	POET(CIS) Career Course	MWS (WETG)	CWD	Phase 3	14	140	Trainees must successfully complete training in under 106% of annual average length of course	Currently accredited to Foundation Degree (by University of Portsmouth). Must maintain IET accreditation requirements at an equivalent level	OMDR Competence levels: 9,9,9,9,9
WE318A	LH(CIS) – POET (CIS) Conversion Course	MWS (WETG)	CWD	Phase 3	14	85	Trainees must successfully complete training in under 106% of annual average length of course	Currently accredited to Foundation Degree (by University of Portsmouth). Must maintain IET accreditation requirements at an equivalent level	OMDR Competence levels: 7,7,7,7
WE318B	LET – POET (CIS) Conversion Course	MWS (WETG)	CWD	Phase 3	14	110	Trainees must successfully complete training in under 106% of annual average length of course	Currently accredited to Foundation Degree (by University of Portsmouth). Must maintain IET accreditation requirements at an equivalent level	OMDR Competence levels: 7,7,7,7
COMMS 222	GMDSS GOC	MWS (WETG)	CWD	Phase 3	8	10	99%	Instructed by Contractor iaw AMERC/MCA requirements. Outside assessor required for final exam.	AMERC accredited course on behalf of MCA.
WE D299	Network Administrator (Generic)	MWS (WETG)	CWD	PJT	8	20	100%	Instruction only is contracted.	Continual assessment though course leading to a pass/fail decision

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
DDS 110	Diving Equipment Specialist Maintainer	DDS	DDS	Phase 3	4	4	100%	Important Note: All Course documentation is controlled by Diving and Life Support Equipment IPT and can only be amended with their authorisation. LSpec Ref: DDS LSpecs\DDS110	HSE Diving at Works Regulations BR2806 Vol 1 – 4, BR 2000(20), BR 2000(89) BR 3000, BR 2807Series JSP 375, Defence Standard 68-284, Issue 3, dated 3 Apr 09. PMS 7 – 2515, BR 8223(1) PMS 7 – 2530, BR2807(1S) PMS 7-2588, PMS 7-2587 PMS 7-2507, PMS 7-2532 DSM's, DRI's, DESN's, S2022's, S2022A

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
DDS 111	Fire Fighting Breathing Apparatus Equipment Maintainer	DDS	DDS	Phase 3	6	1	100%	Important Note: All Course documentation is controlled by Diving and Life Support Equipment IPT and can only be amended with their authorisation. ISpec Ref: DDS ISPECS\DDS111	HSE Diving at Works Regulations BR2806 Vol 1 – 4, BR 2000(20), BR 2000(89) BR 3000, BR 2807Series JSP 375, Defence Standard 68-284, Issue 3, dated 3 Apr 09. PMS 7 – 2515, BR 8223(1) PMS 7 – 2530, BR2807(1S) DSM's, DRI's, DESN's, S2022's, S2022A
DDS 113	SABA Mod 1 Maintainer	DDS	DDS	Phase 3	6	2	100%	Important Note: All Course documentation is controlled by Diving and Life Support Equipment IPT and can only be amended with their authorisation. ISpec Ref: DDS ISPECS\DDS113	HSE Diving at Works Regulations BR2806 Vol 1 – 4, 2807(1)(s), PMS 7-2588 PMS 7-2507, DSM's, DRI's, DESN's, S2022's, S2022A

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
DDS 114	OSDS Maintainer	DDS	DDS	Phase 3	4	4	100%	Important Note: All Course documentation is controlled by Diving and Life Support Equipment IPT and can only be amended with their authorisation. ISpec Ref: DDS ISPECS\DDS114	HSE Diving at Works Regulations BR2806 Vol 1 – 4, BR2807(1)(A) PMS 7-2556, DSM's, DRI's, DESN's, S2022's, S2022A
DDS120	Clearance Diver Life Support Equipment (CDLSE) Maintenance	DDS	DDS	Phase 3	4	5	100%	This course shall be planned as close as practicable to the end of the LD course (taking into account other courses - particularly DEMSS and SEA 109) to ensure and efficient and effective training pipeline. As course capacity is half of the DDS 101, 2courses will be planned sequentially with the courses split and trainees placed in an alternative PJT for the alternate week	HSE Diving at Works Regulations BR2806 Vol 1 – 4, BR2807(1)(A) PMS 7-2556, DSM's, DRI's, DESN's, S2022's, S2022A

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
SSC	Saudi Summer School	RAL	RAL	IDT	80	40	100%	The RN Gunroom team will work with the Contractor to provide liaison support and oversight during the course to ensure military presence when required.	SOR produced annually in liaison with the RN liaison team in King Fahd Naval Academy, Jubal, Saudi. 1 course per year planned around Ramadan.
BRNC 062	ELT +	BRNC	BRNC	IDT	15	75	100%	See Notes 1, 2 and 3	IELTS testing shall be undertaken prior to course commencement. The IELTS entry standard for ELT+ is 1.0.
BRNC 061	ELT TERM 0	BRNC	BRNC	IDT	15	75	100%	See Notes 1, 2 and 3 Currently part of RSNF 5-year Degree Course, one per year (15 weeks x 5 days)	The IELTS entry standard for ELT 0 will be 3.0. It is not possible to commit to the requirement for students to achieve IELTS 3.5 on completion of the ELT 0 programme unless IELTS 3.0 is demonstrated at course start.

Course code/number	Course Title	School	Site Delivered	Course Type	Course Capacity	Course length (days)	Pass Rate Required	Notes and Amplification	Standards
BRNC 060	ELT TERM 1	BRNC	BRNC	IDT	15	75	100%	Course length based on 5 days x 15 weeks	Language preparation, entry requirement IELTS 3.5. Final IELTS 4.
BRNC 059	ELT TERM 2	BRNC	BRNC	IDT	15	75	100%	Course length based on 5 days x 15 weeks.	Language preparation, entry requirement IELTS 4. Final IELTS 4.5.

Note 1: Full Establishment Command support through the International Training Department is essential to the delivery of this requirement. A Saudi Liaison Officer will act as interpreter throughout the course given the IELTS level of students; this will be particularly important to ensure all health and safety risks are fully understood.

Note 2: Each course will include the delivery of Physical Training (PT) and Ceremonial Training (CT) periods by Contractor staff. River training periods will be provided by authority SQEP personnel, and academic periods will be provided by University of Plymouth staff; both managed via the MMA process.

Note 3: Regular assessment will be carried out during the programme and results submitted to the Course Sponsor. In the event of a student failing to achieve the required standard, displaying unwillingness to learn or appearing to lack the necessary commitment towards their education, the Lead Instructor will instigate individual guidance and counselling in accordance with the English Language Training warning processes.

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Appendix 2 to Annex A
LIST OF GFR TO DELIVER THE TYPE C (CONTRACTOR) OUTPUT

Rank	JPA No	Post Title	Unit	UIN	Tasks	Volume %	Reasons for Retention	Authorisation	Notes
LT RN	1117155	OIC WEP	MWS	N5664L	Manage WEP Training Unit GFR tasks under contract: 1. Manage the delivery of Military professional training within the ET course.	16%	Acts as ET1- 5 Divisional Officer. Provides Military management and duty of care to RN students on course.	CO HMS COLLINGWOOD	
CPOET	1512035	ET1	MWS	N5664L	1. Instruct course elements, 2. Assess students, 3. Deliver residential training on HMS BRISTOL, 4. Assist with course re-designs as SME. GFR tasks under contract. 1. Provide RN ethos course element for Phase 2 trainees. 2. Deliver HMS BRISTOL training element of course.	46%	Phase 3 Divisional Officer	CO HMS COLLINGWOOD	
CPOET	1511996	ET2	MWS	N5664L	1. Instruct course elements, 2. Assess students, 3. Deliver residential training on HMS BRISTOL, 4. Assist with course re-designs as SME. GFR tasks under contract. 1. Provide RN ethos course element for Phase 2 trainees. 2. Deliver HMS BRISTOL training element of course.	46%	Phase 3 Divisional Officer	CO HMS COLLINGWOOD	

Rank	JPA No	Post Title	Unit	UIN	Tasks	Volume %	Reasons for Retention	Authorisation	Notes
CPOET	1119333	ET3	MWS	N5664L	<p>1. Instruct course elements, 2. Assess students, 3. Deliver residential training on HMS BRISTOL, 4. Assist with course re-designs as SME.</p> <p>GFR tasks under contract. 1. Provide RN ethos course element for Phase 2 trainees. 2. Deliver HMS BRISTOL training element of course.</p>	46%	Phase 3 Divisional Officer	CO HMS COLLINGWOOD	
CPOET	1511998	ET4	MWS	N5664L	<p>1. Instruct course elements, 2. Assess students, 3. Deliver residential training on HMS BRISTOL, 4. Assist with course re-designs as SME.</p> <p>GFR tasks under contract. 1. Provide RN ethos course element for Phase 2 trainees. 2. Deliver HMS BRISTOL training element of course.</p>	46%	Phase 3 Divisional Officer	CO HMS COLLINGWOOD	
CPOET	1512036	ET5	MWS	N5664L	<p>1. Instruct course elements, 2. Assess students, 3. Deliver residential training on HMS BRISTOL, 4. Assist with course re-designs as SME.</p> <p>GFR tasks under contract. 1. Provide RN ethos course element for Phase 2 trainees. 2. Deliver HMS BRISTOL training element of course.</p>	46%	Phase 3 Divisional Officer	CO HMS COLLINGWOOD	
CSGT	1117649	EXP SA1	MWS	N5664L	<p>Deliver Small Arms Training</p> <p>GFR tasks under contract. 1. Deliver WE S717H Small Arms Maintenance module to General Service Phase 2 ET(WE) trainees on WE 107 ET(WE) Career Course. 2 instructors per class.</p>	35%	Only military personnel are qualified to deliver this training	CO HMS COLLINGWOOD	

Rank	JPA No	Post Title	Unit	UIN	Tasks	Volume %	Reasons for Retention	Authorisation	Notes
POET	1117657	EXP SA3	MWS	N5664L	Deliver Small Arms Training GFR tasks under contract. 1. Deliver WE S717H Small Arms Maintenance module to General Service Phase 2 ET(WE) trainees on WE 107 ET(WE) Career Course. 2 instructors per class.	35%	Only military personnel are qualified to deliver this training	CO HMS COLLINGWOOD	
WO1	1751265	OIC CTU	MWS	N5664L	Manage CTU Training Unit GFR tasks under contract. Provide Briefs to Senior Courses. Accountable for RN Aspects of all CIS Career courses	15%	Provide line management to RN Staff	CO HMS COLLINGWOOD	
CPO(CIS)	1751076	CTU CIS1	MWS	N5664L	Department Co-ordinator Head of Section. GFR tasks under contract. 1. Provide assistance to the OIC in capacity as Department Coordinator. 2. Course Instructor	40%	Divisional Officer to career courses	CO HMS COLLINGWOOD	
CPO(CIS)	1751081	CTU CIS2	MWS	N5664L	Head of Section Manage PO(CIS) / LS(CIS) Career courses. GFR tasks under contract. 1. Course Instructor	45%	Divisional Officer for courses. Act as Line manager for PO Instructors.	CO HMS COLLINGWOOD	
CPO(CIS)	1751110	CTU CIS3	MWS	N5664L	Head of Section. Manage All Officer Training for Warfare/WE. GFR tasks under contract. 1. Course Instructor	45%	Divisional Officer for courses. Act as Line manager for PO Instructors.	CO HMS COLLINGWOOD	
CPO(CIS)	1751108	CTU CIS4	MWS	N5664L	Head of Section. Manage all COMSEC training for all cadres. Act as the RN link between CTU and V/S Phase 2. GFR tasks under contract. 1. Course Instructor	45%	Divisional Officer for career courses.	CO HMS COLLINGWOOD	

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**Appendix 2 to
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Rank	JPA No	Post Title	Unit	UIN	Tasks	Volume %	Reasons for Retention	Authorisation	Notes
YoS	1744468	CTU YoS	MWS	N5664L	Head of Section. Manage all aspects of BOWMAN training for all Cadre's. GFR tasks under contract. 1. Course Instructor	40%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	
PO(CIS)	1751051	CTU CIS5	MWS	N5664L	Section Instructor. GFR tasks under contract. 1. Course Instructor	45%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	
PO(CIS)	1751077	CTU CIS6	MWS	N5664L	Section Instructor. GFR tasks under contract. 1. Course Instructor	45%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	
PO(CIS)	1751106	CTU CIS7	MWS	N5664L	Section Instructor. GFR tasks under contract. 1. Course Instructor	45%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	
PO(CIS)	1764503	CTU CIS8	MWS	N5664L	Section Instructor. GFR tasks under contract. 1. Course Instructor	45%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	
PO(CIS)	1751055	CTU CIS9	MWS	N5664L	Section Instructor. GFR tasks under contract. 1. Course Instructor	45%	Divisional Senior Rate to career courses.	CO HMS COLLINGWOOD	

Annex B
TRAINING DELIVERY SUPPORT SERVICE TYPE B (BOTH)

1. Appendix 1 to Annex B identifies the instructor competencies required to support the Authority in the delivery of its courses.
2. In delivering defence training, the Contractor must adhere to the minimum qualifications⁷ as stated in JSP 822 V2.0 Mar 16 Pt 1 (as amended):
 - 2.1. Where sub-contracted or agency staff are employed by the Contractor as Contractor Instructors, the contract must require them to hold, as a minimum, the Level 4 Certificate in Education and Training⁸. Establishment Commanding Officers must satisfy themselves that the Contractor Instructor is qualified, at the appropriate level of competence, and has undertaken the required supervisory care training⁹.
 - 2.2. To ensure that contractor Instructors are inducted and socialised appropriately into the military environment, regardless of background, they must complete the DTTTv2 WpT portfolio and CPD requirements listed within this policy¹⁰.
3. Appendix 2 to Annex B contains the Statement of Training Task Plus (SOTT+) as referred to in Schedule 4 (Change & Change Management). The SOTT+ defines the list of courses required to be delivered using military and Contractor resource.
4. Appendix 2 to Annex B also details the number of periods to be delivered by the Contractor at the competence specified, noting that these periods of instruction:
 - 4.1. are planned by the Contractor as part of the Training Planning requirement of **Error! Reference source not found.**;
 - 4.2. form part of the resources to deliver overall courses; the remainder being the Military Instructional resource which the Contractor is also required to plan as part of the requirement at **Error! Reference source not found.**; and
 - 4.3. Can only be delivered by resources achieving the full competence specified at Appendix 1 to Annex B or, where an equivalent is permitted by the competence statement, holding a certificate of equivalence authorised by the Officer Commanding of the relevant training unit / school:

RNSMS Competences	-	OC RNSMS
Initial Naval Training (Ratings) Competences	-	RALEIGH CDRT
Initial Naval Training (Officers) Competences	-	BRNC CDRT
Pre-INT (O) related Competences	-	BRNC CDRT
RNLA Competences	-	OC RNLA
WETG and CBRNDC Competences	-	MWS WETG OC
DDS Competences	-	DDS CO

⁷ Contractors must be cognisant of these requirements when bidding / negotiating new contracts and ensure that new contracted staff are pre-qualified to the required standard.

⁸ Level 4 CTLLS or a higher qualification is acceptable.

⁹ Including adherence to the Defence DBS (formerly known as CRB) Policy

¹⁰ JSP 822 V2.0 Mar 16 as amended.

WS Competences	-	MWS WSTG OC
FOST HM Competences	-	FOST HM OC
WTG Competences	-	MWS WTG OC

5. The SOTT+ also defines the course start requirement for the ACPM calculation as detailed in Contract Schedule 7 (Pricing of Change).
6. The SOTT+ and associated course training documentation state other planning constraints, such as security, timings of courses, course instructor loadings etc. It is an assumption of this SOR that the Contractor has read and fully understood these details in delivering the training planning requirements of **Error! Reference source not found.** for which it is also responsible for under **Error! Reference source not found.** Training Document Upkeep and Management.
7. **Error! Reference source not found.** requires the Contractor to utilise the Contractor resources as detailed in Appendix 1 to Annex B and those of the military as identified in **Error! Reference source not found.** to plan the instructor programme to allow the delivery of the courses specified in this Annex.

Direct Support Tasks to Training

8. For all in-scope training delivered, the Contractor is responsible for tasks in direct support of delivery including:
 - 8.1. pre-testing of trainees;
 - 8.2. monitoring and assessment of pre-course work/ reading;
 - 8.3. all preparatory work for training delivery activity including classroom/ equipment preps;
 - 8.4. Level 0 maintenance activity for equipment used in the delivery of Type C training and Contractor elements of Type B training;¹¹
 - 8.5. 1st line Level 1 maintenance activity for equipment used in the delivery of Type C training and Contractor elements of Type B training;
 - 8.6. management (including booking, security requirements for access to the establishment and escorting as required) of outside guest instructors, as required by Learning Specifications;
 - 8.7. Post-delivery testing:
 - 8.7.1 preparation for assessment;
 - 8.7.2 delivery of assessment;

¹¹ For Type B courses, if a military instructor is delivering training on any equipment that requires level 0 maintenance at the time of delivery; the military instructor will carry out this maintenance providing he is suitably qualified to do so. At all other times it is the responsibility of the contractor.

- 8.7.3 assessment and management of trainee failure, to include repeat; and
- 8.7.4 instruction as required by Establishment Training Standing Orders; and
- 8.7.5 record keeping and information input to exam bank statistics.
- 8.8. post-delivery work including, but not limited to, classroom/ equipment shutdown activities if required;
- 8.9. provision of Training Design subject matter expertise¹² to undertake Training Design activities including but not limited to Learning Specification and Assessment Specification writing and low-level simple media production (i.e. Power Point);
- 8.10. delivery of remedial instruction¹³, mentoring and support outside of core training periods for trainees that fail assessments or otherwise and do not meet the required standard of performance within the prescribed conditions; and
- 8.11. production of formal comments or reports on trainee attitude and performance.

Appendices:

- Appendix 1 to Annex B Instructor Competencies
- Appendix 2 to Annex B Statement of Training Task Plus (SOTT+)

¹² This is particularly pertinent where the Contractor is unable to conduct Training Design due to security classification restrictions, but their TD SME knowledge is required to support the Authority in undertaking the task.

¹³ Further details on remedial training strategies are contained in JSP 822 Part 2 chapter 1.4 para 27 V2.0 Mar 16 or amended.

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**Appendix 1 to Annex B
LIST OF INSTRUCTOR COMPETENCIES**

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
RNSMS 1	Navigation / WECDIS Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. Minimum 2 years' experience as a Petty Officer Warfare Specialist (TSM) of the Watch Navigation (POOWN) on the Class of Submarine relevant to the training being delivered. Completion of UG 834 (WECDIS Acquaint) course 	<ol style="list-style-type: none"> Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. Demonstrate every 24 months the competences required by the POWS(TSM) POOWN TPS, (UP720(RADAR), UP072(POOW NAV) and UP721(Navigation). 	SC
RNSMS 2	Sonar Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. MCA approved Efficient Deckhand Qualification Completion of ADLEE (ME427) course 	<ol style="list-style-type: none"> Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. Demonstrate every 24 months the competences required by the Submarine Petty Officer Warfare Specialist Sonar TPS. 	SC

¹⁴ Educational requirements must include GCSE Maths and English Grade C or above or equivalent (including adult certificate in numeracy / literacy level 2) and the ECDL (or demonstrable ECDL level competence).

¹⁵ To ensure that contractors are inducted and socialised appropriately into the military environment, regardless of background, they must complete the DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 V2.0 Mar 16 as amended.

¹⁶ Where contracted or agency staff are employed as Defence Trainers, the contract must require them to hold, as a minimum, the Level 4 Certificate in Education and Training. Level 4 CTTLS or a higher qualification is acceptable. Contractors are to undertake the required supervisory care training including adherence to the DBS (formerly known as CRB) Policy.

¹⁷ Every person delivering training is subject to the competency checks and assessments as detailed in JSP822 V2.0 Mar 16 as amended.

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
RNSMS 3	Periscope Maintenance Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Minimum 2 years' experience as a Chief Petty Officer Engineer Technician (WESM) on the Class of Submarine relevant to the training being delivered. 3. Demonstrate knowledge of periscope maintenance procedures. 4. Radar and NAVAIDS Maintainers Course successfully completed. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. QAA recognised Electronic Engineering Apprenticeship. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the Submarine T and V Boat Masts and Periscopes Section Head Maintainer TPS. 	SC
RNSMS 4	Weapons Engineering Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Minimum 2 years' experience as a Chief Petty Officer Engineer Technician (WESM) on the Class of Submarine relevant to the training being delivered. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. QAA recognised Electronic Engineering Apprenticeship. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the Submarine T and V Boat Sonar and Radar Section Head Maintainer TPS. 	SC
RNSMS 5	Ordnance and Weapons Control Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Minimum 2 years' experience as a Petty Officer Engineer Technician (WESM) on the Class of Submarine relevant to the training being delivered. 3. Manual Handling Course (successfully completed). 4. COSHH and Risk Assessors Course (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. QAA recognised Electronic Engineering Apprenticeship; or able to demonstrate equivalent vocational experience. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the Submarine T and V Boat Ordnance Section TPS. 	SC
RNSMS 6	SMERAS Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months competency and experience in the application of SMERAS techniques. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CORE 1	Security Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months knowledge and understanding of JSP 440 (Defence Manual of Security), in particular JSP 440 Part 8 (Introduction to CIS Security)	SC
CORE 2	Health and Safety Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training 2. IOSH Level 3 Managing Safely (or equivalent)	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months knowledge and understanding of JSP 375 (MoD Health and Safety Handbook) and current MoD Health and Safety policy. 3. Demonstrate every 24 months knowledge and understanding of Core Stream H&S policies and Standard Operating Procedures (SOPs).	SC
CORE 3	Unit Personnel Office / JPA Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Within every 12 month period, demonstrate the knowledge and understanding required of the ISPEC; JSP 752 (Tri-Service Regulations for Pay and Allowances); JSP 754 (Tri-Service Regulations for Pay and charges); JSP 760 (Regulations of leave and other types of absence) and JSP 464 (Tri-Service Accommodation Regulations).	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CORE 4	English Language Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. UK Undergraduate Degree. 3. Post Graduate Certificate in Education (PGCE) or Learning and Teaching in Higher Education Certificate. 4. TESOL certificate or equivalent. 5. Minimum 1 year post certificate experience teaching English to Speakers of Other Languages. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 60 months the competences required of the TESOL Certificate and associated elements of the QAA Level 4 Qualifications and Credit Framework. 	SC
CORE 5	Map and Compass / Dartmoor Navigation Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Mountain Leader (ML) (Summer) qualification (or civilian equivalent). 3. RN Level 2 First Aid qualification or equivalent. 4. Minimum 5 years' experience leading Adventurous Training (AT) requiring ML (Summer) qualification. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months current knowledge of the Dartmoor Training Areas and regulations regarding the use thereof. 3. Demonstrate every 24 months proficiency as a 'competent person' within the meaning of the HASAW Act to prepare and assess risk of AT activities on Dartmoor. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CORE 6	Exercise Bright Diamond (Dartmoor) Mountain Leadership	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months current knowledge of the Dartmoor Training Areas and regulations regarding the use thereof. 3. Demonstrate every 24 months proficiency as a 'competent person' within the meaning of the HASAW Act to prepare and assess risk of AT activities on Dartmoor.	SC
CORE 7	Seamanship Trainer (BRECON)	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required for the seamanship element of the General Service PO Warfare (Support) TPS.	SC
CORE 8	Sea Survival / Pool Drill Trainer	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. RN Sea Survival Maintainer 3. Sea Survival Instructor Qualification as detailed in Risk Assessment for sea survival pool drills) Emergency First Aid Qualified (or equivalent)	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by RN Sea Survival Maintainer TPS 3. Demonstrate the competence to undertake the role of Safety Swimmer as detailed in the Risk Assessment for Sea Survival Pool Drills.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CORE 9	Pre INT(O) Physical and Ceremonial Training Instructor BRNC	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training 2. Have completed PTI training at CTCRM or HMS Temeraire. 3. Have completed SRCC or RM equivalent.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Be able to lead and complete RMBFT.	SC
RIVER 1	River and Sailing Instructors	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training 2. RYA Yacht master or Cruising Instructor (or 1 x RYA Coastal Skipper plus 1 x RYA Competent Crew) 3. RYA Powerboat Instructor	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Within every 12 months period, demonstrate the application of each RYA award in the Civilian qualification list for this competency. 3. Remain in date for civilian RYA qualifications.	SC
PT1	PT Coaching and Mentoring	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training 2. ILM Level 5 Certificate in Management, Coaching and Mentoring or equivalent 3. ECDL (PowerPoint modules) or equivalent; or be able to demonstrate competency	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate the competence required by the coaching and mentoring element of the POPT and LPT career TPS.	SC
AWW 1	Ceremonial Training Instructor	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	1. Level 4 Certificate in Education and Training	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate the competence required by the CT element of the AWW LH TPS.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
RNLA1	Divisional Instructor (Diversity and Inclusion Lead)	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. MoD Equality and Diversity Advisor Course (CMS Diversity and Inclusion (D&I) Advisor Joint). 3. RN Divisional Officers Course (Management Divisional Officer (RNLA 106) Navy). 4. Minimum 2 years' experience as an RN Divisional Officer (DO), including experience as a sea-going DO. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Level 3 Management qualification (or equivalent). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months an in depth knowledge of legislation that impacts on organisational D&I policies. 3. Demonstrate every 24 months knowledge of RN Terms of Service. 4. Demonstrate every 24 months effective written and oral communication skills as required by JSP 101 and the oral communication competences of the DTTT V2 Course. Demonstrate every 24 months knowledge of Service Complaints process and policy. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
RNLA 2	Divisional Instructor (Report Writing)	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. RN Divisional Officers Course (Management Divisional Officer (RNLA 106 Navy). 3. Previous Royal Navy Logistics (Personnel) or Civil Service equivalent experience (essential). 4. Minimum 2 years' experience as an RN Divisional Officer (DO), including experience as a seagoing DO. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Level 3 Management qualification (or equivalent). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months an in depth knowledge of SJAR appraisal process and content including software. 3. Demonstrate every 24 months knowledge of the RN promotion system including selection process. 4. Demonstrate every 24 months knowledge of Ratings Career Management and promotion paths. 5. Demonstrate every 24 months knowledge of RN Terms of Service. 6. Demonstrate every 24 months effective written and oral communication skills as required by JSP 101 and the oral communication competences of the DTTT V2 Course. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
RNLA3	Management Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. RN Divisional Officers Course (Management Divisional Officer (RNLA 106 Navy). 3. MoD Equality and Diversity Advisor Course (CMS Diversity and Inclusion (D&I) Advisor Joint). 4. Minimum 2 years' experience as an RN Divisional Officer (DO), including experience as a seagoing DO. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Level 4 Management qualification (or equivalent) 3. ILM Level 3 Award (Coaching) (or equivalent). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months an in depth knowledge of the roles and responsibilities of an RN Divisional Officer. 3. Demonstrate every 24 months a knowledge of RN promotion, Terms of Service and Personnel Policy Doctrine. 4. Demonstrate every 24 months effective written and oral communication skills as required by JSP 101 and the oral communication competences of the DTTT course. 	SC
RNLA 4	Terms of Service Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended . 2. RN Divisional Officers Course (Management Divisional Officer (RNLA 106 Navy). 3. MoD Equality and Diversity Advisor Course (CMS Diversity and Inclusion (D&I) Advisor Joint). 4. Minimum 2 years' experience as an RN Divisional Officer (DO), including experience as a seagoing DO. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Level 3 Management qualification (or equivalent). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months an in depth knowledge of RN Terms of Service. 3. Demonstrate every 24 months effective written and oral communication skills as required by JSP 101 and the oral communication competences of the DTTT course. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 1	Weapon Systems Trainer	<ol style="list-style-type: none"> 1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable 	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Consolidated experience of Weapon Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) Previous instructional experience of technical subjects desirable, within the last 5 years 4. Previous instructional experience in a military environment desirable, within the last 5 years 5. WETG brief on RN WE Engineering Technician career path and Career Course content completed. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Qualified academically or vocationally, to a minimum of HNC level, in relevant subject matter. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee and must subsequently demonstrate every 24 months the competences of the TPSS for those courses. 	SC
WETG 2	SEMT - Management Training Trainer	<ol style="list-style-type: none"> 1. Practical experience in the development of engineering based training courses desirable 	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Consolidated experience, within the last 5 years of, management in the maritime environment at minimum of WO(WE) / CPO(WE) Head of Group level or equivalent. 3. Previous Instructional experience desirable, within the last 5 years Previous instructional experience in a military environment desirable, within the last 5 years. 4. Minimum experience of 1 assignment as WOET(WE)) / CPO(WE) Head of Group at sea. 5. WETG brief on RN WE Engineering Technician career path and Career Course content completed. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Qualified academically or vocationally, to a minimum of HNC level, in relevant subject matter 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee and must subsequently demonstrate every 24 months the competences of the TPSS for those courses. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 3	SEMT - Lab Training Trainer	1. Must have experience of working in a practical engineering environment, or as a support technician in an academic organisation, within the last 5 years.	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Previous experience of technical education or training desirable, within the last 5 years, and in a military environment. 3. Practical experience in the maintenance of training equipment desirable, particularly electronic equipment. 4. Practical experience of maintaining CBT/CAI training equipment desirable. 5. Practical experience of system engineering, in a military environment. 6. WETG brief on RN WE Engineering Technician career path and Career Course content.	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of ONC level or equivalent, in relevant subject matter.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Must demonstrate the necessary qualification and experience to correctly and safely operate, and competently maintain any equipment.	SC
WETG 4	Communications Maintainer Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Must have consolidated experience of Communications Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 4. Previous Instructional experience of technical subjects desirable, within the last 5 years 5. Previous instructional experience in a military environment desirable, within the last 5 years 6. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS.	DV clearance required for instructors who handle crypto material.

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 5	Radar Maintainer Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Must have consolidated experience of Radar Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 4. Previous Instructional experience of technical subjects desirable, within the last 5 years 5. Previous instructional experience in a military environment desirable, within the last 5 years 6. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS.	SC
WETG 6	Sonar Maintainer Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Must have consolidated experience of Sonar Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 4. Previous Instructional experience of technical subjects desirable, within the last 5 years 5. Previous instructional experience in a military environment desirable, within the last 5 years 6. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 7	Command Systems	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Must have consolidated experience of Command Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 4. Previous Instructional experience of technical subjects desirable, within the last 5 years 5. Previous instructional experience in a military environment desirable, within the last 5 years 6. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 8	Engineering Principles Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Previous Instructional experience of technical subjects desirable, within the last 5 years, and in a military environment. 3. Previous experience of applying engineering principles practically in a technical environment is highly desirable, preferably in a military technical environment. 4. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter including engineering mathematics. (Level 3 mathematics essential, Level 4 desirable).	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS. 3. Must have recent experience (within past 6 months) of course content and delivery for any course prior to commencing instruction. 4. Prior to instruction, must demonstrate the necessary qualification and experience to correctly and safely operate, and competently maintain any instructional and/or test equipment in their charge.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 9	Health & Safety Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable. 3. Practical experience in the development of Health & Safety related training courses preferred	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Consolidated experience, within the last 5 years of the application of Health & Safety principles, systems and management in the maritime environment. 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 4. Previous Instructional experience of Health & Safety subjects desirable, within the last 5 years 5. Previous instructional experience in a military environment desirable, within the last 5 years 6. WETG brief on RN WE Engineering Technician career path and Career Course content completed.	1. Level 4 Certificate in Education and Training 2. Qualified academically or vocationally, to a minimum of HNC level, in relevant subject matter 3. Practical experience of, or completed relevant training courses in, general explosives principles and explosive safety. 4. NEBOSH Certification (or equivalent) 5. Practical experience of operating within Safe Systems of Work.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee and must subsequently demonstrate every 24 months the competences of the TPSs for those courses.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 10	CRWS/Small Arms/AWH Trainer	1. Practical experience in the development of engineering based training courses desirable 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Consolidated experience of Close Range Weapon Systems, Small Arms, Air Weapon Handling as applicable at minimum of POET(WE) level or equivalent and within the last 5 years 3. Must have demonstrable knowledge of PLC-based Control Systems 4. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) 5. Previous Instructional experience of technical subjects desirable, within the last 5 years 6. Previous instructional experience in a military environment desirable, within the last 5 years 7. WETG brief on RN WE Engineering Technician career path and Career Course content completed 8. Small Arms Instructors must have practical experience of (within the last 5 years), or completed relevant training courses in, the principles of operation and practical aspects of small arms maintenance 9.	1. Level 4 Certificate in Education and Training 2. Qualified academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a student and must subsequently demonstrate every 24 months the competences of the TPSs for those courses.	SC and Section 5 Firearms Act clearance as issued by Home Office

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 11	Practical Engineering Trainer	1. Practical experience in the development of engineering based training courses desirable. 2. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable.	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Previous Instructional experience of technical subjects desirable, within the last 5 years, and in a military environment. 3. Previous experience of applying engineering principles practically in a technical environment is highly desirable, preferably in a military technical environment. 4. WETG brief on RN WE Engineering Technician career path and Career Course content.	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of ONC level or equivalent, in relevant subject matter.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee, and demonstrated to the Course Instructor that they have reached TPS. 3. Must have recent experience (within past 6 months) of course content and delivery for any course prior to commencing instruction. 4. Prior to instruction, must demonstrate the necessary qualification and experience to correctly and safely operate and competently maintain any equipment in their charge.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 12	Hand Tools Trainer	1. 4 years' time-served Fitting turning Apprenticeship 2. ONC level 3 3. Practical experience in the development of engineering based training courses desirable.	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Previous Instructional experience of technical subjects desirable, within the last 5 years, and in a military environment. 3. Previous experience of applying engineering principles practically in a technical environment is highly desirable, preferably in a military technical environment. 4. WETG brief on RN WE Engineering Technician career path and Career Course content.	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of ONC level or equivalent, in relevant subject matter.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee, and demonstrated to the Course Instructor that they have reached TPS. 3. Must have recent experience (within past 6 months) of course content and delivery for any course prior to commencing instruction. Prior to instruction, must demonstrate the necessary qualification and experience to correctly and safely operate and competently maintain any equipment in their charge.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 13	Mine Warfare System Trainer	1. Practical experience in the development of engineering based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Must have consolidated experience of Mine Warfare Systems, at minimum of POET(WE) level or equivalent and within the last 5 years 3. Experience as the Maintainer of the equipment associated with the courses that they are employed to instruct and/or maintain, at minimum of POET(WE) level (within the last 5 years) Previous Instructional experience of technical subjects desirable, within the last 5 years 4. Previous instructional experience in a military environment desirable, within the last 5 years a. WETG brief on RN WE Engineering Technician career path and Career Course content	1. Level 4 Certificate in Education and Training 2. Must be qualified either academically or vocationally, to a minimum of HNC level, in relevant subject matter	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a student, and demonstrated to the Course Instructor that they have reached TPS.	SC
WETG 14	MW Planning & Evaluation Instructor	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Qualifications as a CPO(MW) including successful completion of: a. MW SR Staff Course; b. MW Tactical Support System Instructor; c. MCM Expert and DARE NATO Course.	1. Level 4 Certificate in Education and Training 2. ILM Level 5 (Coaching) (or equivalent).	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the MW SR Staff Course TPS. 3. Competence requires mobility and out of hours commitments to cover overseas travel and sea time	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 15	Maritime Communications Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Qualified and experienced in RN Message Handling and Information Systems or equivalent. 3. Qualified and experienced in RN Voice procedures and radio techniques or equivalent 4. Qualified and experienced in RN GMDSS equipment to SRC level 5. Qualified and experienced in RN Automated messaging system or equivalent 6. Experience as an RN Senior Rate within the specialist field of Strategic Communications and Radio systems and exposure as a manager of a Communications team 7. Experience as a RN Senior Rate utilising civilian and military satellite systems. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC
WETG 16	Satellite Communications Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Experience as a RN Senior Rate utilising civilian and military satellite systems to include, but not limited to NAICIS 3. Experience as an RN Senior Rate within the specialist field of Strategic Communications and Radio systems and exposure as a manager of a Communications team 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 17	COMSEC Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. RN training in Bederal offline/online encryption device (successfully completed). 3. Experience as a RN Senior Rate acting as a Cryptographic Holder at sea. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	DV Cleared.
WETG 18	Generic Communications Equipment Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. RN training in ICS 3,6,25 of Small Ship Fit (successfully completed). 3. 4KMA HF Communications Fit training (successfully completed) 4. TRAMHS, T45 FICS and future equipment fits 5. 2QCD & UKPRC 152 Communications Fit (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 19	Message Handling System Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Naval Afloat Message Coherency (NAMC) message handling system, Tech Refresh Automated Message Handling System (TRAMHS) and Intelligent Message Terminal training (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC
WETG 20	Communications Management Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. SR professional course in the development of Strategic Communications Plans (successfully completed). 3. Minimum 5 years' experience in the development of Strategic Communications Plans utilising up to date equipment. 4. Trained in the production of Spectrum Communications Plans and Spectrum Management. 5. Experience as an RN Senior Rate within the specialist field of Strategic Communications and Radio systems and exposure as a manager of a Communications team 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. RYA SRC & SRC Assessors Course (successfully completed). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 21	Cryptographic Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. RAF Crypto Custodians course (successfully completed). 3. RN Classified Books Officers Course (successfully completed). 4. Experience as a RN Senior Rate acting as a Cryptographic Holder at sea. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the Crypto Custodian TPS. 	DV Cleared
WETG 22	Bowman Equipment Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Bowman Signaller and Bowman Advanced Signaller Courses (successfully completed). 3. Bowman Crypto Management Course (successfully completed). 4. Harris T3 course successfully completed. 5. Regimental Signals Instructor (RSI) or equivalent 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 3. Demonstrate every 24 months the competence to operate Bowman Software latest release version. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 23	NSTN Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. NSTN Genop & MPTE courses (successfully completed). 3. Computer Operator (COMPOP) course (successfully completed) 4. Data Base Manager Course (DBM) (successfully completed). 5. System Manager Course (SYSMAN) (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC
WETG 24	Communications Organisation Trainer	Practical experience in the development of operator based training courses desirable Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Training in RN Morse procedures (successfully completed). 3. Training in RN Typing procedures (successfully completed). 4. Qualified and experienced in RN Voice procedures and radio techniques or equivalent 5. Experience as an RN Senior Rate within the specialist field of Strategic Communications and Radio systems and exposure as a manager of a Communications team 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO WS (CIS) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WETG 25	ISTU Trainer	1. Practical experience within last 3 years of CBT/CAI principles, concepts and use desirable. 2. Desirable: Must have experience of working in a practical IT environment, within the last 5 years. Desirable: Relevant teaching of related subject within an academic organisation, within the last 5 years.	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 Part 3 Chap 4	1. Level 4 Certificate in Education and Training 2. DBS 3. Qualified academically or vocationally, to a nationally recognised standard in relevant subject matter (examples: CompTIA A+, Network+, Linux+, Cisco CCENT, CCNA, Microsoft MTA, MCSA, MCSE)	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Before instructing any of the courses identified in Annex B Appendix 2 the employee must first have attended the entire course as a trainee, and demonstrated to the Course Instructor that they have reached TPS. 3. Must have recent experience (within past 6 months) of course content and delivery for any course prior to commencing instruction. Prior to instruction, must demonstrate the necessary capability and understanding to correctly and safely operate, administer and maintain any equipment in their charge.	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
DDS 1	Underwater Engineering Instructor	1. Practical experience in the development of engineering based training courses desirable	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Previous Instructional experience of technical subjects desirable and in a military environment . 3. Previous experience of applying engineering principles practically in a technical environment is highly desirable, preferably in a military technical environment.	1. Level 4 Certificate in Education and Training 2. Qualified academically or vocationally, to a minimum of HNC level, in relevant subject matter 3. Experience of Maintaining High Pressure Air/Gas and Hydraulic Systems. 4. Successful completion of appropriate/mandatory OEM courses for equipment being instructed upon.	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Recent experience (within past 6 months) of course content and delivery for any course prior to commencing instruction. 3. Prior to instruction, must demonstrate the necessary qualification and experience to correctly and safely operate, and competently maintain any instructional and/or test equipment.	SC
CBRNDC 1A	DRIU	No additional requirements to footnote 13	1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Experience of Damage Control in the maritime sector (at Senior Rate or equivalent).	1. Level 4 Certificate in Education and Training Level 2 First Aid qualification (or equivalent).	1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 12 months (to Phoenix RN staff as delegated by OiC) the competency required to meet the DRIU Safe Systems of Work and/or MCA accreditation requirements. 3. Maintain currency in certification for L2 First Aid qualification (every 3 years).	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CBRNDC 1B	Fire Fighting	No additional requirements to footnote 13	<ol style="list-style-type: none"> DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended Experience of Fire Fighting Training in the maritime sector (at Senior Rate or equivalent). 	<ol style="list-style-type: none"> Level 4 Certificate in Education and Training Level 2 First Aid qualification (or equivalent). 	<ol style="list-style-type: none"> Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. Demonstrate every 12 months (to Phoenix RN staff as delegated by OiC) the competence required to meet 35s standard and/or MCA accreditation requirements Maintain currency in certification for L2 First Aid qualification (every 3 years) 	SC
CBRNDC 1C	Sea Survival	No additional requirements to footnote 13	<ol style="list-style-type: none"> DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. Sea Survival Instructor qualification (see Assumption A14) Sea Survival Equipment Maintainer course 	<ol style="list-style-type: none"> Level 4 Certificate in Education and Training Safety Swimmer Course (Babcock Flagship course at Phoenix or Triumph) L2 First Aid Qualification (or equivalent) RYA Powerboat Level 2 qualification 	<ol style="list-style-type: none"> Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. Demonstrate every 12 months (to Phoenix RN staff as delegated by OiC) the competence required to meet MCA accreditation requirements Maintain currency in certification for L2 First Aid qualification (every 3 years) 	SC
CBRNDC 1D	CBRN	No additional requirements to footnote 13	<ol style="list-style-type: none"> DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended Qualified Defence Chemical Biological Radiation Nuclear Instructor (DCBRNI) or equivalent. 	<ol style="list-style-type: none"> Level 4 Certificate in Education and Training Level 2 First Aid qualification (or equivalent). 	<ol style="list-style-type: none"> Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. Demonstrate every 3 years (to Phoenix RN staff as delegated by OiC) the competences required by the DCBRN TPS (Winterbourne Gunner course) Maintain currency in certification for L2 First Aid qualification (every 3 years) 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
CBRNDC 2	First Aid	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. MATT 3 Train the Trainer Course (for medical elements of OPTAG) 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. L2 First Aid qualification or equivalent 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Maintain currency in certification for L2 First Aid qualification (every 3 years) 3. Demonstrate every 2 years (to Phoenix RN staff as delegated by OiC) to meet First Aid Training Unit Safe Systems of Work 	SC
WS 1	Seamanship (Sail making, Sea Safety Equipment & Jupiter Point)	1. Previous experience in sail making desirable and in a military environment (Sail making Only).	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Sea Survival Equipment Maintainer (SSE Instruction only). 3. Sea Survival Instructors course (Sea Survival Only and as deemed by the safety case/risk assessment). 4. RN Lifting Equipment Examiner (ADLEE) (SOW/Hoisting and Lowering drills RAS Training only). 5. RN slinger (ADSling) (SOW/Hoisting and Lowering Drills only). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. L2 First Aid qualification or equivalent. 3. COSHH Assessors course (successfully completed), or equivalent 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required for the PO(Sea) TPS. 3. Demonstrate every 60 months the competences required for RN Coxswains course. 	SC
WS 2	Seamanship (Tactical Communications)	1. Previous Tactical Comms Instructional experience desirable and in a military environment.	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. a. Minimum 3 years' experience as a PO (Sea) or CY/PO(C) b. RN Tactical Communications qualified. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the tactical communications element of the PO (Sea)/CY/PO(C) TPS. 3. Demonstrate every 24 months the competence required to operate RN Fleetwork Tactical Trainers at MWS, RAL and/or WLCs. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WSTG 1	AWW Career Course RFA PDOs	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Minimum 2 years' experience as a PO(AWW) or above. 3. Guided Weapons Systems (GWS), Medium Range (MR) and Close Range (CR) drills, Weapon Direction (WD) Principles and safety procedures applicable to the RN training (successfully completed). 4. OM109 or AWW230 and AWW240 Close Range Weapon Instructor Course (successfully completed). 5. Fit and qualified for RN sea-going duties. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 12 months the competences of the PO(AWW) TPS. 	SC
HM 1	Applied Meteorology Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. BSc or higher in Meteorology or close equivalent. 3. Degree Level Mathematics or if no degree, demonstrable degree level mathematics experience. 4. WMO258 accreditation plus a minimum of 3 years' practical forecasting experience. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the Charge METOC TPS or equivalent, including current knowledge of RN meteorology capability, planning, operating and tactical procedures. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
HM 2	Applied Tactical Oceanography Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended . 2. RN Tactical HM Course or equivalent (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. BSc or higher in Oceanography or close equivalent. 3. Degree Level Mathematics or if no degree, demonstrable degree level mathematics experience. 4. QAA recognised Marine Mammal Observer qualification (Not applicable to FOST-HM). 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required by the Charge METOC TPS or equivalent, including current knowledge of RN oceanographic capability, planning, operating and tactical procedures.. 	DV
HM 3	Hydrography Instructor	No additional requirements to footnote 13	DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended.	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. BSc or higher in Hydrography or close equivalent. 3. Degree Level Mathematics or if no degree, demonstrable degree level experience to deliver IHO Cat A syllabus mathematics module. 4. An accredited IHO Cat A Surveyor course (successfully completed) plus a minimum of 3 years' experience of survey planning and direction. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences required of the RN Charge Surveyor TPS, including current knowledge of RN hydrographic capability, planning, operating and tactical procedures.. 	SC

Competency Title	Description	Educational Skills	RN Specific Qualifications	Civilian Qualifications ¹⁸	Competency Demonstrators ¹⁹	Security Clearance
WTG 1	Navigator	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. RN Long N, PWO(N), Spec N or equivalent qualification from other sea going environments 3. Minimum 5 years' practical sea going experience as a bridge watch-keeper in a military or merchant environment. 4. RN WECDIS, ECDIS and W-AIS Courses (successfully completed). 5. Fit and qualified for RN sea-going duties 6. Completed a sea command appointment and holds CQ2 qualification. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Master Mariner STCWII/2 is acceptable if no CQ2 qualification or sea command appointment experience. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competencies of the PWO(N) TPS. 3. Demonstrate every 24 months the competence to operate the MWS Collingwood Bridge Simulator. 	SC
WTG 2	Nav's Yeoman	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. Minimum 2 years' experience as an RN Navigator's Yeoman or equivalent. 3. WECDIS/ ECDIS course (successfully completed). 4. Completed a sea command appointment and holds CQ2 qualification. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Master Mariner STCWII/2 is acceptable if no CQ2 qualification or sea command appointment experience. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competencies of a Navigator's Yeoman TPS. 3. Demonstrate every 24 months the competence to order and supervise the chart holdings (including electronic) within the NTU. 	SC

¹⁸ Level 4 CTLLS or a higher qualification is acceptable as an alternative to the Level 4 Certificate in Education and Training throughout this Schedule.

¹⁹ Every person delivering training is subject to the checks and assessments as detailed in JSP822 Pt 3 Ch4 Monitoring of Competence.

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WTG 3	Celestial Nav	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Spec N or STCW95 Master Certificate or close equivalent with extensive experience as a sea going watch-keeper. 3. Completed a sea command appointment and holds CQ2 qualification. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Master Mariner STCWII/2 is acceptable if no CQ2 qualification or sea command appointment experience. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competencies of the navigation component of the Spec N TPS 3. Demonstrate every 24 months the ability to navigate by celestial means and a thorough knowledge of astro navigation principles, the marine sextant, gyro and magnetic compasses and UNCLOS. 	SC
WTG 4	Close Range Weapons	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Minimum 2 years' experience as a PO(AAW) or above. 3. Close Range (CR) drills and safety procedures applicable to the RN training (successfully completed). 4. OM109 Close Range Weapon Instructor Course (successfully completed). 5. Fit and qualified for RN sea-going duties. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO(AWW) TPS. 	SC
WTG 5	SAINT Trainer	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended . 2. ASW Passive Sonar procedures and 2087 sonar operations training (successfully completed). 3. 2087 Sonar Passive Sonar training (successfully completed). 4. Experience in practical acoustic analysis (aural and LOFAR gram) of military and non-military surface and sub-surface vessels. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO (UW) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WTG 6	Passive AIO	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended. 2. RN training in manual and automated Passive Sonar TMA procedures (successfully completed). 3. Training in use of RN Command Systems ECPINS(BOP) and Data Links (successfully completed). 4. Fit and qualified for RN sea-going duties. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO (UW) TPS. 	SC
WTG 7	Active Sonar Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Training in use of RN Command Systems (DNA2 and CMS) and Data Links (successfully completed). 3. Experience in practical acoustic analysis (aural and LOFAR gram) of military and non-military surface and sub-surface vessels. 4. Qualified in the operation of S2050Build 4 and S2050TR. 5. Qualified in the operation of S2091. 6. Fit and qualified for RN sea-going duties. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO (WS)(UW) TPS. 	SC
WTG 8	ASW Weapons Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Training in use of RN Command Systems (SSCS and CMS) and Data Links (successfully completed). 3. Trained in operation of MTLs Task 5000. 4. Trained to operate RN ASW Weapons (S2170, Sting Ray, Mk11 Depth Charge) 5. Trained in the use of the MATCH system. 6. Trained in the use of RN ASW equipment. 7. Fit and qualified for RN sea-going duties. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO (WS)(UW) TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WTG 9	EW Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. RN training in EW Warfare Principles or equivalent (successfully completed). 3. Training in RN Command Systems and CSS (successfully completed). 4. PO(EW) Qualifying Course or equivalent (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competencies of the LS(EW), ESM Operator TPS. 3. Deliver EW Training to the ABEW iaw accompanying Course Documentation. 	SC
WTG 10	EW Principles Instruction	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. PO(EW) Qualifying Course or equivalent (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 2. Minimum HND or equivalent in Electro-Magnetic Theory. 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competencies of the PO W(S)(EW) TPS. 3. Deliver EW System Training to RN Ratings/Officers as required iaw accompanying Course Documentation. 4. Deliver EW Training to the ABEW iaw accompanying Course Documentation. 	SC
WTG 11	Wide Area Picture	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Experience as an RN Leading Hand in Wide Area Picture Compilation. 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the LS Warfare (WAPC & WAPS) TPS. 	SC
WTG 12	AWT Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. Training in RN Voice Procedures (successfully completed). 3. PO (AWT) Career Course (successfully completed). 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the PO(WS) AWT TPS. 	SC

Competency Title	Description	Educational Skills ¹⁴	RN Specific Qualifications ¹⁵	Civilian Qualifications ¹⁶	Competency Demonstrators ¹⁷	Security Clearance
WTG 13	RTQ Instructor	No additional requirements to footnote 13	<ol style="list-style-type: none"> 1. DTTTv2 WpT portfolio and CPD requirements listed within JSP 822 as amended 2. PO(AWT/UW) Career Course or equivalent (successfully completed). 3. Training in RN Voice Procedures (successfully completed) 	<ol style="list-style-type: none"> 1. Level 4 Certificate in Education and Training 	<ol style="list-style-type: none"> 1. Conduct CPD iaw JSP 822 Part 1 Chap 4.5 as amended. 2. Demonstrate every 24 months the competences of the VTQ component of the LS AWT TPS. 	SC

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**Appendix 2 to Annex B
STATEMENT OF TRAINING TASK PLUS (SOTT+)**

1. The indicative data required to deliver the Type B (Both) and Type A (Authority) training is contained in the SOTT+.
2. The SOTT+ is controlled by the Authority and once approved is held on the Contractor's Business Information Portal and updated annually as part of the Annual Change as detailed in Schedule 4 (Change & Change Management).
3. The Contractor shall provide support as detailed in Annex C to this SOR for the volumes of courses contained in the SOTT+ as detailed in **Error! Reference source not found.** to the SOR.