



Ministry of Defence

Civilian Personnel Sickness Absence Annual Report 1 April 2019

This report presents figures on Sickness Absence for civilian personnel employed by the Ministry of Defence, excluding Royal Fleet Auxiliary personnel and Locally engaged civilians. Using data from the Ministry of Defence Royal Human Resource and Management System (HRMS), the tables present information about changes in the Average Number of Working Days Lost (AWDL), actual number of days lost, the number of instances of Sickness Absence and the distribution by ICD code.

Key Points and Trends

MOD average working days absent per civilian personnel

12 months to 31 March 2019

a decrease of 0.38 days compared with the previous 12 month period

▼ **6.68 days**

MOD civilian number of incidents of sickness absence

12 months to 31 March 2019

a decrease of 4 per cent compared with the previous 12 month period

▼ **61,070 incidents**

MOD civilian personnel working days lost due to sickness

12 months to 31 March 2019

a decrease of 5 per cent compared with the previous 12 month period

▼ **338,440 days**

MOD civilian personnel main causes of sickness absence

12 months to 31 March 2019

Non-industrial personnel

- Mental and behavioural disorders (26%)
- Diseases of the musculoskeletal system (16%)
- Diseases of the respiratory system (10%)

Industrial personnel

- Diseases of the musculoskeletal system (24%)
- Mental and behavioural disorders (16%)
- Injury, poisoning and other external causes (13%)

Responsible statistician:

Civilian Personnel Head of Branch 020 7218 1359

Further information/ mailing list:

DefStrat-Stat-CivEnquiries@mod.gov.uk

Would you like to be added to our **contact list**, so that we can inform you about updates to these statistics and consult you if we are thinking of making changes? You can subscribe to updates by emailing DefStrat-Stat-CivEnquiries@mod.gov.uk

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Please note: data for '12 months ending 31 March 2019' are provisional (marked with a 'p') due to not having final confirmation of all the data returns.

Definitions

The following definitions are used within this publication and apply to different data tables:

Average Working Days Lost: Average working days lost are the number of FTE days lost to sickness absence by civilian personnel within a 12 month rolling period.

Civilian Level 0:

Includes: Top Level Budgetary areas (TLBs)
Defence, Equipment & Support (DE&S) Trading Entity
Trading Fund & Executive Agencies

Excludes: Royal Fleet Auxiliary
Locally Engaged Civilians

ICD International Statistical Classification of Diseases and Health-related Problems. ICD is a coding system for diseases and signs, symptoms, abnormal findings, complaints, social circumstances and external causes of injury or diseases, as classified by the World Health Organisation.

Industrial: Industrial personnel are civilian personnel employed primarily in a trade, craft or other manual labour occupation. This covers a wide range of work such as industrial technicians, air freight handlers, storekeepers, vergers and drivers.

Loss of productivity: Is calculated by using the grade capitation rate multiplied by the number of days lost per grade. See background notes for more detail.

Non-industrial: Civilian personnel who are not primarily employed in a trade, craft or other manual labour occupation. This covers a wide range of personnel undertaking work such as administration, analysis, policy, procurement, finance, medical, dental, teaching, policing, science and engineering.

Working Days: This follows Cabinet Office definition, setting a maximum number of sickness absence days at 225 days per person and excludes data for weekends, annual leave and bank holidays.

Summary Table : Average working days absent per person per year by TLB for MoD Civilian Personnel ^{1,2,3,4}

	12 Months Ending				12 Months Ending					Value of lost productivity ⁵ of absence from 1st April 2018 to 31st March 2019 ^(p)
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)	
Top Level Budgetary areas (TLBs)	7.72	7.68	7.67	7.73	7.77	7.76	7.72	7.60	7.42	£36,831,000
Joint Forces Command	6.82	6.87	6.76	6.84	6.87	6.86	6.97	6.90	6.63	£7,071,000
Defence Infrastructure Organisation	8.29	8.12	8.18	8.15	8.27	8.02	7.95	8.00	7.72	£4,717,000
Head Office & Corporate Services	7.80	7.81	7.91	8.03	8.38	8.35	8.39	8.10	8.02	£8,762,000
Air Command	7.64	7.70	7.48	7.51	7.59	7.95	7.71	7.62	7.33	£4,142,000
Army TLB	8.17	8.15	8.19	8.28	8.09	7.89	7.76	7.57	7.50	£9,452,000
Navy Command	6.97	6.58	6.48	6.47	6.32	6.80	7.04	7.28	7.01	£2,683,000
Unallocated	~	~	~	~	~	~	~	~	~	£4,000
DE&S Trading Entity	5.97	5.60	5.40	5.40	5.41	5.29	5.14	5.08	5.19	..
Trading Fund and Executive Agencies	5.60	5.64	5.72	5.53	5.52	5.23	5.21	5.10	4.81	..
UK Hydrographic Office	5.34	5.38	5.42	5.29	5.32	6.51	6.12	6.21	6.04	..
Defence Science and Technology Laboratory	6.68	6.81	7.01	6.55	6.38	4.94	5.00	4.86	4.86	..
Defence Nuclear Organisation	3.96	..
Level 0 Total⁶	7.18	7.07	7.02	7.04	7.06	6.99	6.92	6.81	6.68	..

Source: Defence Statistics (Civilian)

1. Figures exclude personnel classed as being on zero pay for any reason.
 2. Rates are calculated using absence days over a 13 month average strength.
 3. Part time personnel are counted by a proportion of the hours worked.
 4. Absence days are FTE working days lost
 5. Value of lost productivity are calculated using PAY, SCAPE and ERNIC data.
 6. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.
- (p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Chart A to Summary Table : Average working days absent per person per year by TLB for MoD Civilian Personnel

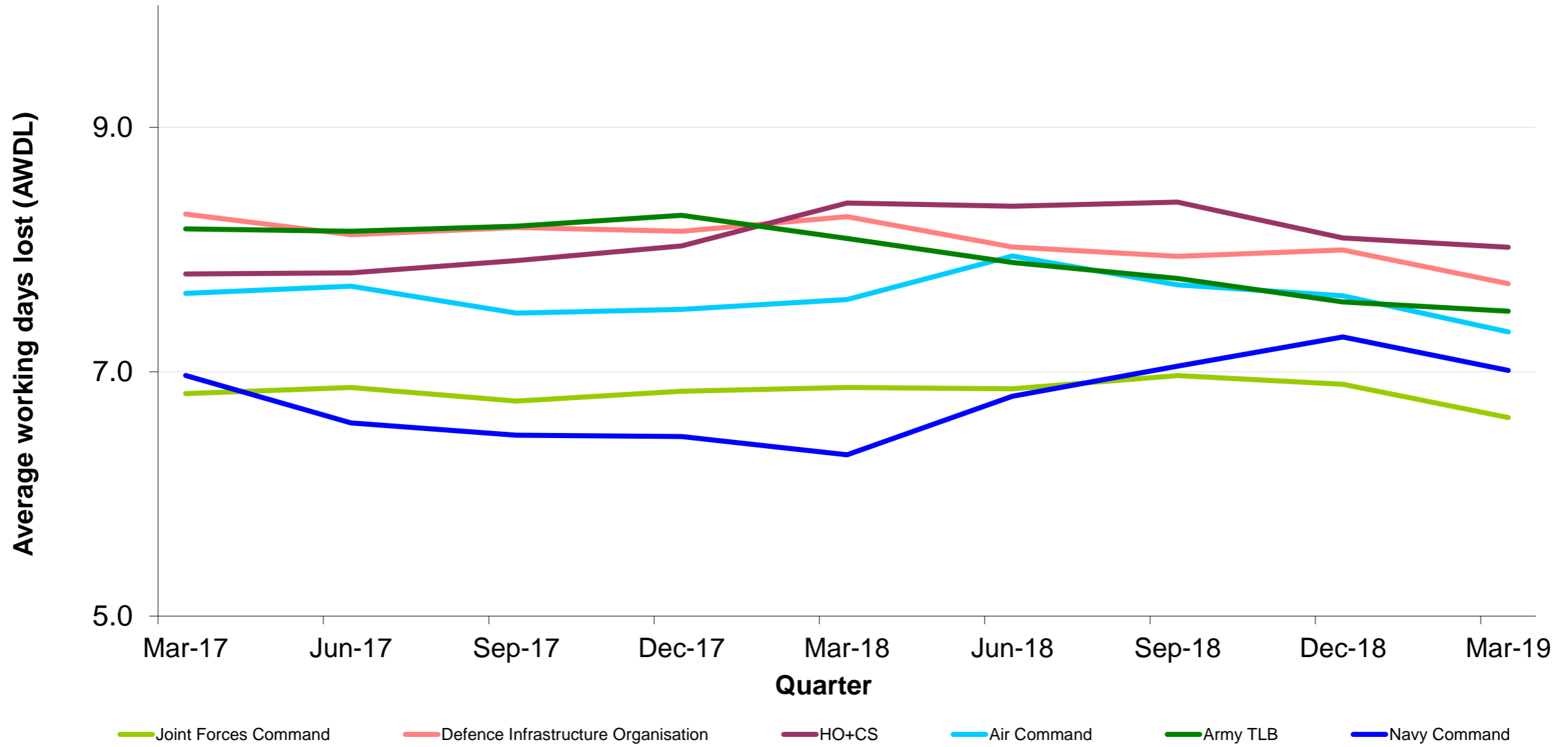
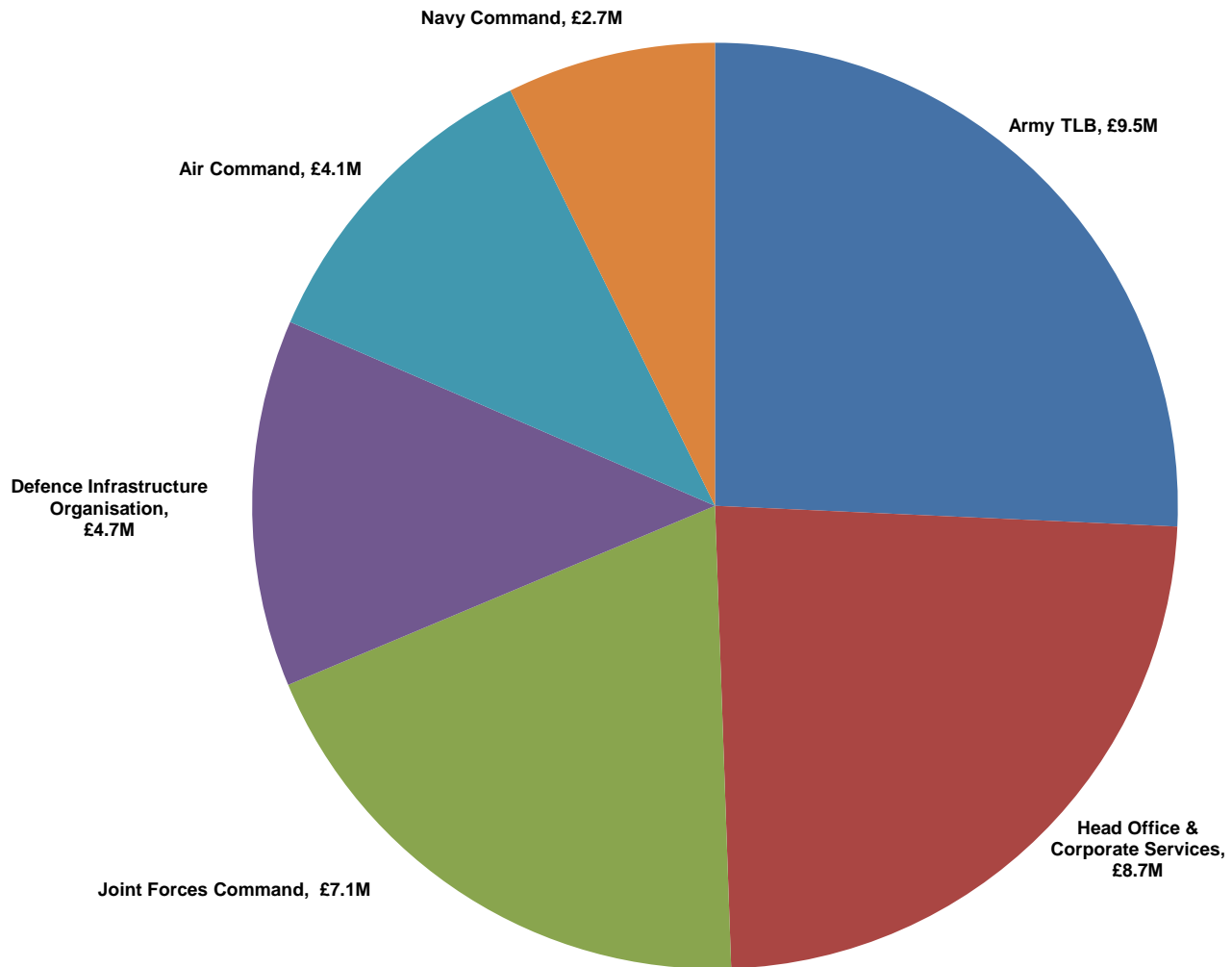


Chart B to Summary Table : Value of lost productivity in £M of Civilian Sickness Absence for TLB's for 12 months to 31st March 2019 (p)



Total Value of Lost Productivity in 12 months to 31 March 2019 is £36.8 million (provisional)

Table 1 : Average working days absent per person per year by TLB for MoD Civilian Personnel ^{1,2,3,4}

	12 Months Ending				12 Months Ending					Value of lost productivity ⁵ of absence from 1st April 2018 to 31st March 2019
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)	
Non Industrial Total	7.41	7.41	7.40	7.47	7.41	7.61	7.61	7.50	7.32	£32,680,000
Joint Forces Command	6.73	6.77	6.72	6.82	6.86	6.89	7.01	6.93	6.64	£6,927,000
Defence Infrastructure Organisation	8.27	8.15	8.22	8.19	8.34	8.09	8.01	8.01	7.68	£4,585,000
Head Office & Corporate Services	7.86	7.87	7.96	8.07	8.44	8.41	8.45	8.14	8.05	£8,647,000
Air Command	6.93	6.86	6.61	6.59	6.93	7.31	7.38	7.34	7.07	£3,291,000
Army TLB	7.34	7.50	7.57	7.72	7.69	7.50	7.42	7.30	7.29	£6,943,000
Navy Command	6.92	6.52	6.31	6.26	6.07	6.59	6.59	6.82	6.55	£2,284,000
Unallocated	~	~	~	~	~	~	~	~	~	£4,000
Industrial Total	9.56	9.35	9.31	9.36	8.83	8.75	8.48	8.30	8.13	£4,151,000
Joint Forces Command	8.34	8.68	7.42	7.34	6.97	6.13	5.96	5.89	6.22	£143,000
Defence Infrastructure Organisation	8.92	7.09	6.78	6.55	5.77	5.34	5.57	7.35	9.12	£132,000
Head Office & Corporate Services	6.11	5.84	6.25	6.77	6.39	6.53	6.59	6.82	6.94	£115,000
Air Command	9.86	10.41	10.37	10.66	9.83	10.18	8.87	8.63	8.25	£852,000
Army TLB	10.26	9.80	9.80	9.75	9.20	8.97	8.72	8.33	8.07	£2,510,000
Navy Command	7.20	6.88	7.34	7.52	7.65	7.90	9.53	9.84	9.63	£399,000
Unallocated	-	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	7.72	7.68	7.67	7.73	7.77	7.76	7.72	7.60	7.42	£36,831,000
DE&S Trading Entity	5.97	5.60	5.40	5.40	5.41	5.29	5.14	5.08	5.19	..
Trading Fund and Executive Agencies	5.60	5.64	5.72	5.53	5.52	5.23	5.21	5.10	4.81	..
UK Hydrographic Office	6.68	6.81	7.01	6.55	6.38	6.51	6.12	6.21	6.38	..
Defence Science and Technology Laboratory	5.34	5.38	5.42	5.29	5.32	4.94	5.00	4.86	4.86	..
Defence Nuclear Organisation	-	-	-	-	3.96	..
Level 0 Total⁶	7.18	7.07	7.02	7.04	7.06	6.99	6.92	6.81	6.68	..

Source:Defence Statistics (Civilian)

1. Figures exclude personnel classed as being on zero pay for any reason.
 2. Rates are calculated using absence days over a 13 month average FTE strength.
 3. Part time personnel are counted as a proportion of the hours worked.
 4. Absence days are working days lost with part time hours conversion where applicable.
 5. Costs are calculated using PAY, SCAPE and ERNIC data.
 6. No sickness absence information is available for RFAs and LECs, so they are excluded from the Level 0 total.
- (p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Table 2 : The number of incidents of sickness absence per year by TLB for MoD Civilian Personnel ¹

	12 Months Ending				12 Months Ending				
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)
Non Industrial Total	39 540	38 790	38 770	38 570	39 080	39 040	38 760	38 440	37 900
Joint Forces Command	7 880	7 680	7 710	7 690	7 840	7 920	7 860	7 900	7 880
Defence Infrastructure Organisation	6 090	5 990	6 110	6 030	6 130	6 000	5 930	5 890	5 820
Head Office & Corporate Services	9 950	9 850	9 820	9 690	9 720	9 730	9 750	9 520	9 360
Air Command	3 950	3 920	3 920	3 960	4 090	4 060	4 040	4 100	4 050
Army TLB	8 900	8 660	8 580	8 580	8 640	8 670	8 510	8 390	8 140
Navy Command	2 760	2 680	2 620	2 610	2 660	2 650	2 660	2 630	2 640
Unallocated	~	~	~	~	~	~	~	~	~
Industrial Total	5 180	4 980	4 890	4 780	4 640	4 600	4 570	4 370	4 200
Joint Forces Command	310	320	330	320	290	260	220	170	140
Defence Infrastructure Organisation	120	130	120	120	120	110	110	120	120
Head Office & Corporate Services	290	300	290	270	250	280	330	340	340
Air Command	1 200	1 160	1 120	1 090	1 040	1 020	1 020	960	930
Army TLB	2 880	2 720	2 660	2 620	2 570	2 550	2 510	2 400	2 290
Navy Command	360	360	370	360	380	380	380	380	370
Unallocated	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	44 720	43 760	43 660	43 350	43 730	43 650	43 330	42 800	42 100
DE&S Trading Entity	13 040	12 720	12 840	12 840	12 810	12 820	12 660	12 480	10 850
Trading Fund and Executive Agencies	6 920	6 710	6 850	6 680	6 910	6 830	6 810	6 770	8 120
UK Hydrographic Office	1 430	1 430	1 420	1 430	1 510	1 580	1 500	1 490	1 450
Defence Science and Technology Laboratory	5 490	5 280	5 430	5 250	5 400	5 250	5 310	5 280	5 280
Defence Nuclear Organisation	-	-	-	-	1 390
Level 0 Total²	64 670	63 190	63 350	62 880	63 450	63 300	62 800	62 050	61 070

Source:Defence Statistics (Civilian)

1. Figures exclude personnel classed as being on zero pay for any reason.

2. No sickness absence information is available for LECs, so they are excluded from the Level 0 total.

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Table 3 : The total number of working days lost due to sickness absence by TLB for MoD Civilian Personnel ^{1,2}

	12 Months Ending				12 Months Ending				
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)
Non Industrial total	223 280	223 310	223 200	225 530	229 730	229 700	229 960	227 130	222 630
Joint Forces Command	37 830	38 200	38 060	38 910	39 530	40 070	41 320	41 450	40 180
Defence Infrastructure Organisation	34 220	33 950	34 490	34 510	35 340	34 500	34 300	34 600	33 310
Head Office & Corporate Services	59 560	59 860	60 400	61 030	63 460	62 770	62 760	60 360	60 190
Air Command	24 250	23 760	22 770	22 600	23 710	24 930	24 990	24 700	23 710
Army TLB	52 820	53 840	54 200	55 170	54 690	53 180	52 240	51 000	50 690
Navy Command	14 560	13 690	13 270	13 260	12 950	14 230	14 310	14 990	14 540
Unallocated	~	~	~	~	~	~	~	~	~
Industrial total	48 900	46 880	45 750	44 900	41 300	39 890	37 710	36 290	35 030
Joint Forces Command	2 760	2 820	2 360	2 280	2 020	1 630	1 440	1 290	1 310
Defence Infrastructure Organisation	950	770	750	730	640	590	610	810	1 010
Head Office & Corporate Services	1 560	1 480	1 570	1 690	1 580	1 600	1 610	1 640	1 670
Air Command	10 920	11 150	10 740	10 790	9 740	9 860	8 450	8 120	7 730
Army TLB	29 620	27 750	27 250	26 290	24 180	23 010	21 770	20 510	19 520
Navy Command	3 100	2 920	3 080	3 120	3 140	3 210	3 830	3 920	3 790
Unallocated	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	272 180	270 190	268 950	270 430	271 030	269 590	267 670	263 420	257 660
DE&S Trading Entity	59 820	57 440	56 760	58 070	59 190	58 870	57 890	57 920	52 390
Trading Fund and Executive Agencies	24 620	24 910	25 310	24 450	24 340	23 210	23 260	23 020	28 400
UK Hydrographic Office	5 560	5 660	5 830	5 450	5 320	5 410	5 080	5 110	4 930
Defence Science and Technology Laboratory	19 060	19 260	19 480	19 000	19 020	17 800	18 180	17 910	17 910
Defence Nuclear Organisation	5 560
Level 0 Total³	356 620	352 550	351 020	352 950	354 560	351 670	348 820	344 360	338 440

Source: Defence Statistics (Civilian)

1. Absence days are FTE working days lost.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Table 4A : The total number of working days lost due to sickness absence by ICD code for Non-Industrial Civilian Personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)
Non-industrial Total (All ICD 10 Codes)	223 280	223 310	223 200	225 530	229 730	229 700	229 960	227 130	222 630
ACI Injury, poisoning and certain other consequences of external causes	17 710	18 110	17 810	16 760	16 990	16 700	16 900	17 070	16 270
BFO Diseases of the blood forming organs and certain disorders....	1 910	1 560	1 530	1 570	1 580	2 030	2 310	2 140	2 010
CIR Diseases of the circulatory system	8 860	8 920	9 340	9 730	9 640	9 980	9 710	9 400	9 790
DDS Diseases of the digestive system	13 890	14 120	14 260	14 540	14 290	14 150	14 560	14 170	14 070
DEM Diseases of the ear and mastoid process	2 520	2 380	2 160	2 050	2 010	1 640	1 830	2 120	2 070
DEY Diseases of the eye and adnexa	2 780	2 900	2 820	2 500	2 310	2 230	2 300	2 510	2 680
DGY Diseases of the genito-urinary system	10 860	10 850	10 940	10 620	10 350	9 680	9 840	9 180	9 860
DRS Diseases of the respiratory system	24 000	23 430	23 890	24 240	28 400	27 880	26 910	26 610	22 520
EMN Endocrine, nutritional and metabolic diseases	2 130	2 200	2 290	2 370	2 240	2 260	2 370	2 110	2 430
IPO Certain infectious and parasitic diseases	21 070	19 760	19 220	18 980	18 880	19 200	18 970	18 550	18 700
MSD Diseases of the musculoskeletal system and connective tissue	41 790	41 890	41 070	39 740	39 910	39 480	37 760	36 160	35 720
NGB Neoplasms	10 880	10 410	9 960	10 320	9 650	9 750	10 560	10 860	11 160
NSS Diseases of the nervous system	7 970	8 150	8 130	8 450	8 420	7 900	8 110	7 680	7 600
OPP Factors influencing health status and contact with health service	-	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	2 400	2 310	2 430	2 470	2 580	2 650	2 770	2 940	3 110
PSD Mental and behavioural disorders	50 030	50 980	51 420	54 560	56 320	57 490	58 190	57 670	57 390
SCO Diseases of the skin and subcutaneous tissue	1 900	1 920	2 060	2 150	2 150	1 940	1 960	2 060	2 080
SID Cause of Absence Not Yet Known	2 580	3 400	3 890	4 460	4 010	4 740	4 890	5 900	5 180

Source:Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Table 4B: The total number of working days lost due to sickness absence by ICD code for Non-Industrial Civilian Personnel, 12 months ending 31 March 2019

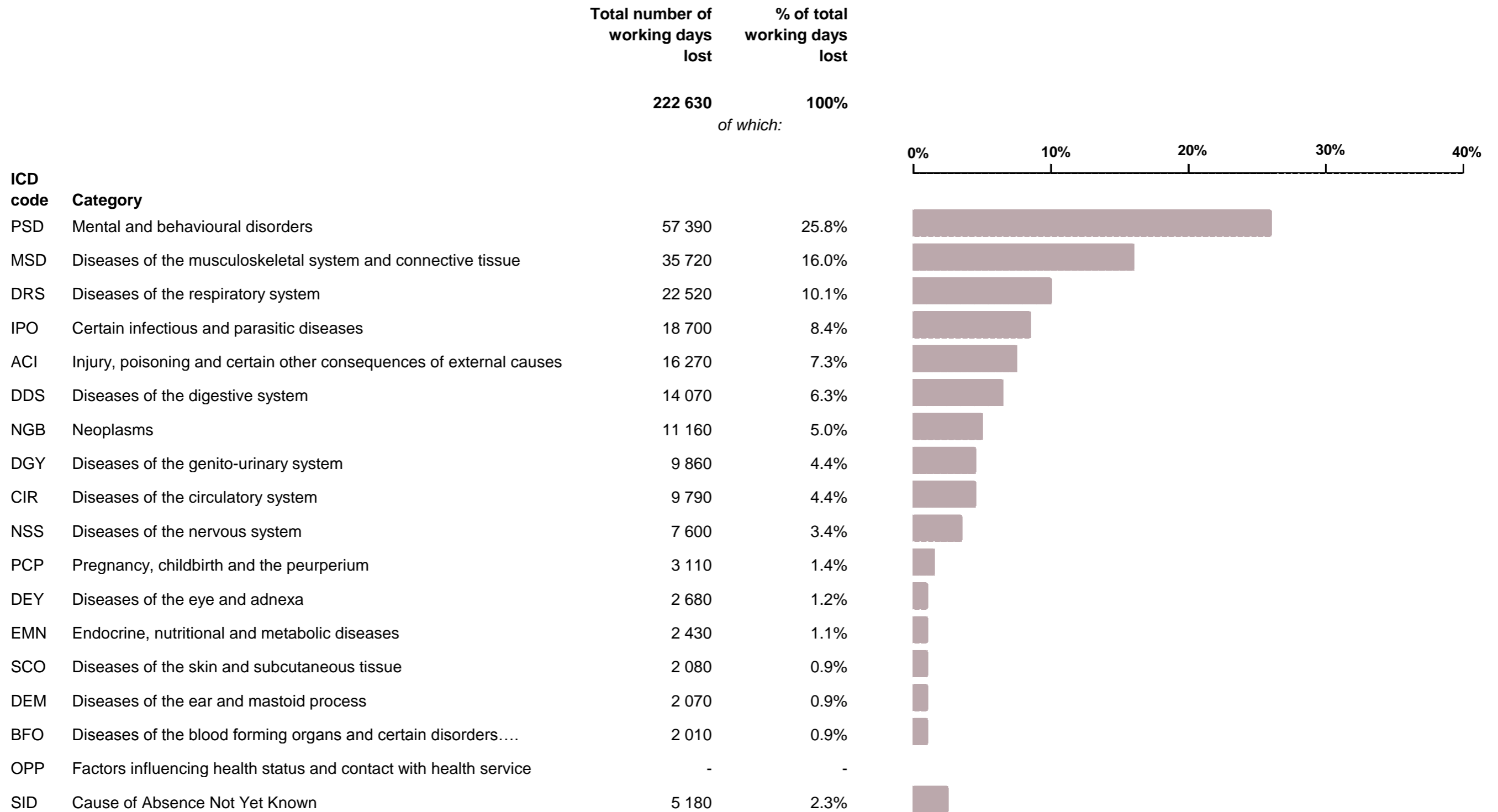


Table 5A : The total number of working days lost due to sickness absence by ICD code for Industrial Civilian Personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)
Industrial total (All ICD 10 Codes)	48 900	46 880	45 750	44 900	41 300	39 890	37 710	36 290	35 030
ACI Injury, poisoning and certain other consequences of external causes	5 990	5 550	5 260	5 240	4 640	4 650	4 180	4 420	4 390
BFO Diseases of the blood forming organs and certain disorders....	480	450	350	310	280	320	440	440	530
CIR Diseases of the circulatory system	2 840	2 490	2 170	2 130	2 030	2 130	2 200	2 050	2 070
DDS Diseases of the digestive system	2 620	2 850	2 900	3 210	3 030	2 670	2 460	1 980	1 710
DEM Diseases of the ear and mastoid process	390	410	490	470	400	370	270	160	110
DEY Diseases of the eye and adnexa	440	370	330	410	350	440	440	470	570
DGY Diseases of the genito-urinary system	1 490	1 410	1 200	1 310	1 700	1 690	1 500	1 380	1 270
DRS Diseases of the respiratory system	3 270	3 360	3 480	3 620	3 820	3 760	3 480	3 330	2 820
EMN Endocrine, nutritional and metabolic diseases	530	320	230	190	150	140	150	240	280
IPO Certain infectious and parasitic diseases	3 390	3 360	3 240	2 850	2 650	2 810	2 320	2 150	2 180
MSD Diseases of the musculoskeletal system and connective tissue	14 030	12 510	12 130	12 120	10 720	9 860	9 160	8 730	8 410
NGB Neoplasms	2 240	2 110	1 700	1 560	1 440	1 360	1 590	1 690	1 670
NSS Diseases of the nervous system	1 450	1 570	1 320	1 170	900	750	890	1 020	1 030
OPP Factors influencing health status and contact with health service	~	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	50	140	200	170	180	170	150	170	180
PSD Mental and behavioural disorders	7 930	8 190	9 070	8 790	7 650	7 150	6 470	5 880	5 600
SCO Diseases of the skin and subcutaneous tissue	540	540	510	420	430	450	600	550	590
SID Cause of Absence Not Yet Known	1 180	1 240	1 170	940	920	1 160	1 410	1 640	1 610

Source:Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Table 5B: The total number of working days lost due to sickness absence by ICD code for Industrial Civilian Personnel, 12 months ending 31 March 2019

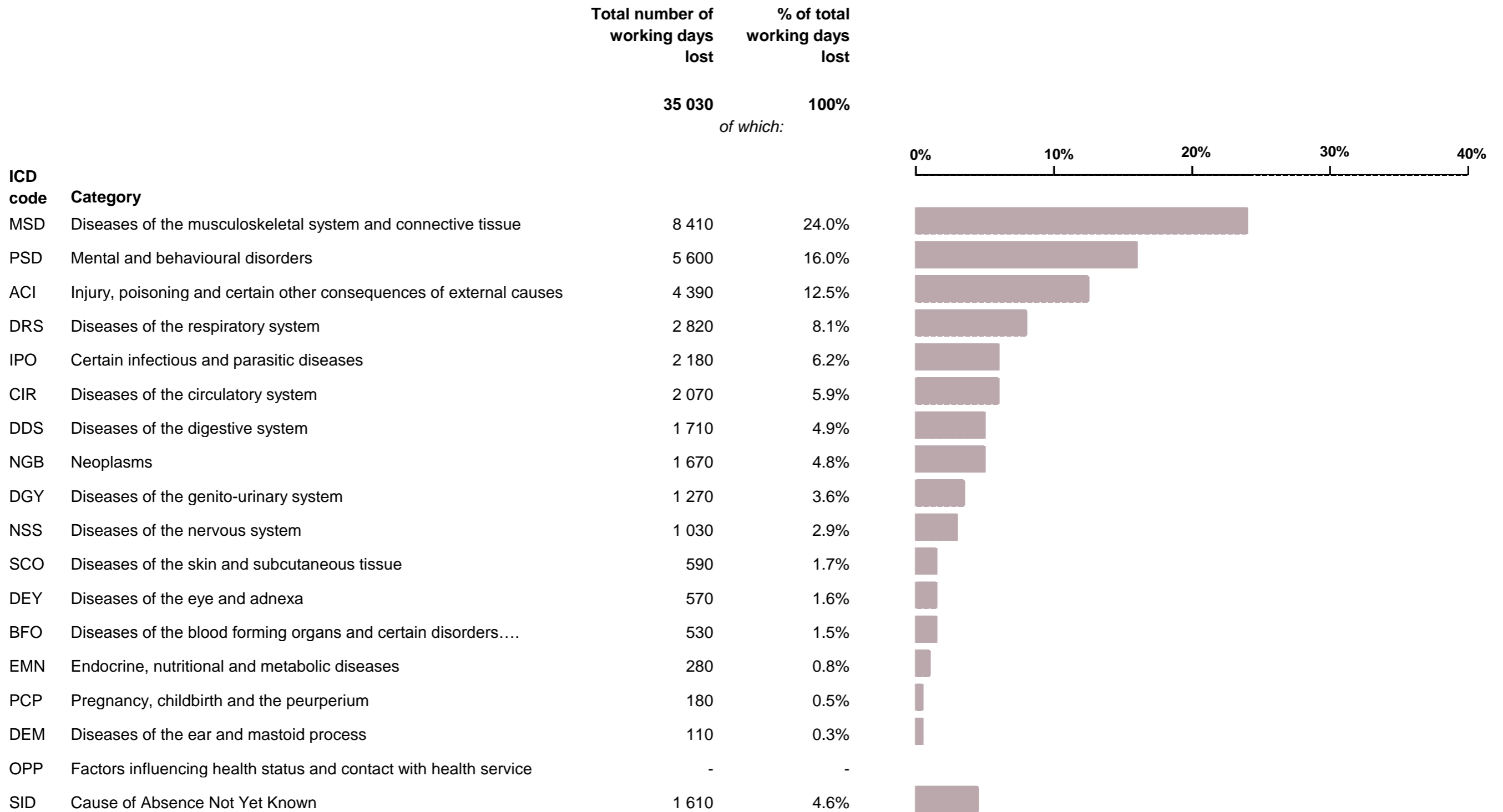


Table 6A : The total number of working days lost due to sickness absence by ICD code for DE&S Civilian Personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19 ^(p)
DE&S Civilian personnel (All ICD 10 Codes)	59 820	57 440	56 760	58 070	59 190	58 870	57 890	57 920	52 390
ACI Injury, poisoning and certain other consequences of external causes	4 460	4 220	3 900	3 410	3 020	2 770	3 030	3 360	3 020
BFO Diseases of the blood forming organs and certain disorders....	410	310	330	350	350	450	590	610	520
CIR Diseases of the circulatory system	2 240	1 940	1 700	1 680	1 590	1 820	2 070	2 140	2 040
DDS Diseases of the digestive system	4 950	4 820	4 670	4 480	4 170	4 200	4 330	4 540	4 130
DEM Diseases of the ear and mastoid process	600	430	420	490	670	760	690	620	410
DEY Diseases of the eye and adnexa	910	1 030	1 140	1 050	900	1 000	820	690	530
DGY Diseases of the genito-urinary system	2 540	2 400	2 320	2 600	2 200	2 360	2 230	2 200	1 910
DRS Diseases of the respiratory system	8 840	8 680	8 660	8 690	9 800	9 720	9 420	8 890	6 830
EMN Endocrine, nutritional and metabolic diseases	290	300	420	550	650	600	550	380	310
IPO Certain infectious and parasitic diseases	6 100	5 910	5 980	6 080	6 170	6 310	6 390	6 100	5 180
MSD Diseases of the musculoskeletal system and connective tissue	8 200	7 840	7 660	7 920	8 080	7 760	7 030	6 840	6 650
NGB Neoplasms	2 910	3 170	3 420	2 920	2 830	2 720	2 470	2 660	2 930
NSS Diseases of the nervous system	2 690	2 580	2 360	2 600	2 630	2 680	2 620	2 500	2 360
OPP Factors influencing health status and contact with health service	-	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	800	790	800	870	900	990	960	1 030	860
PSD Mental and behavioural disorders	12 490	11 380	11 790	13 280	14 180	13 790	13 840	14 550	13 870
SCO Diseases of the skin and subcutaneous tissue	620	640	520	380	320	300	310	350	380
SID Cause of Absence Not Yet Known	770	990	680	720	730	660	510	460	480

Source: Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Note: Due to organisational changes there is a time series break from 12 months ending 31 March 2019.

Table 6B: The total number of working days lost due to sickness absence by ICD code for DE&S Civilian Personnel, 12 months ending 31 March 2019

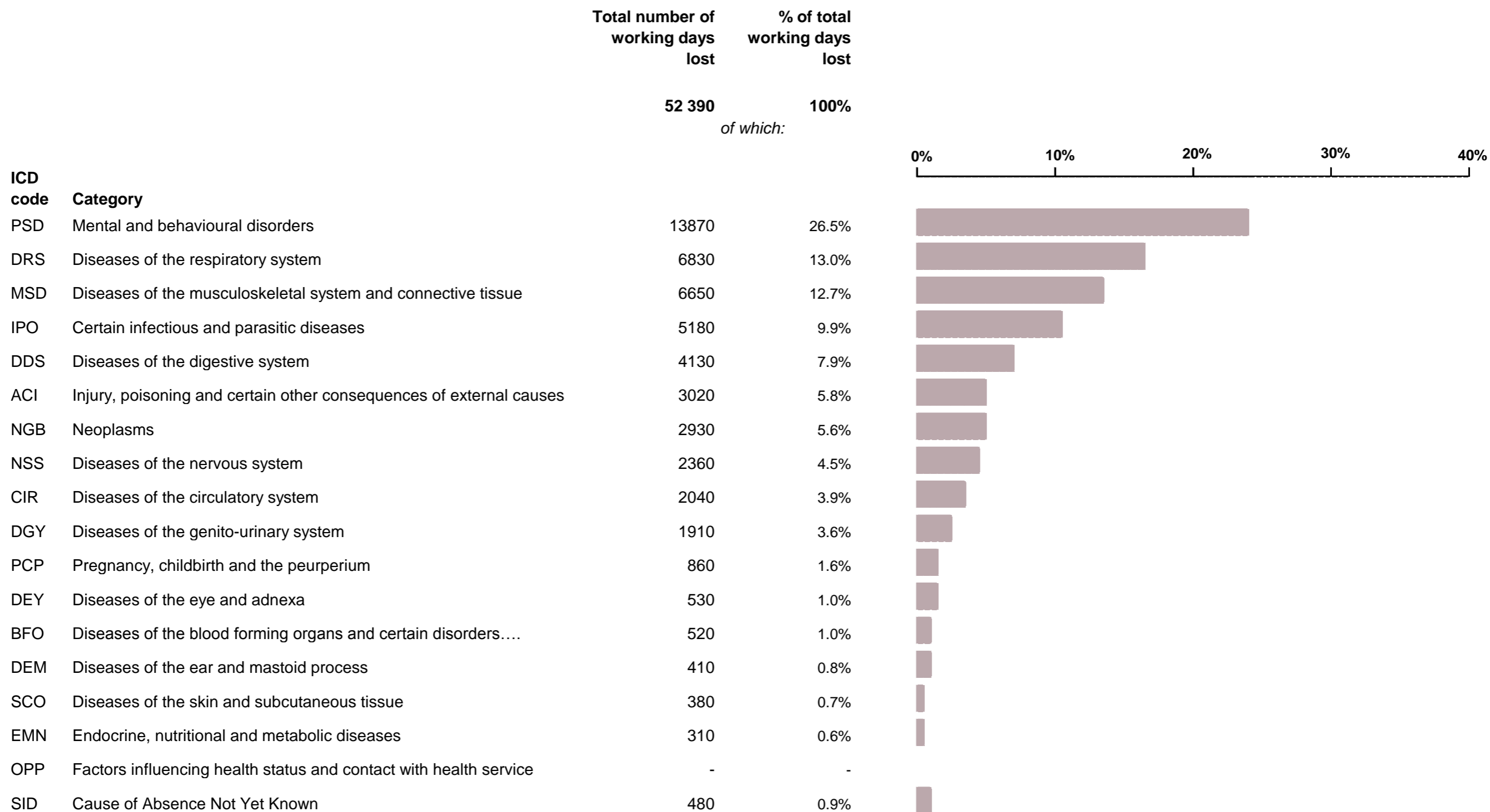


Table 7A : The total number of working days lost due to sickness absence by ICD code for Trading Fund and Executive Agency Civilian Personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				31-Mar-19 ^(p)
	31-Mar-17	30-Jun-17	30-Sep-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	
Trading Fund & Executive agency personnel (All ICD 10 Codes)	24 620	24 910	25 310	24 450	24 340	23 210	23 260	23 020	28 400
ACI Injury, poisoning and certain other consequences of external causes	590	470	530	510	440	470	490	570	850
BFO Diseases of the blood forming organs and certain disorders....	30	30	30	20	20	~	50	90	150
CIR Diseases of the circulatory system	250	180	200	200	220	250	270	260	660
DDS Diseases of the digestive system	1 590	1 260	1 130	840	1 140	1 410	1 910	2 300	2 740
DEM Diseases of the ear and mastoid process	60	120	130	160	130	110	120	150	180
DEY Diseases of the eye and adnexa	140	100	90	110	100	110	120	120	180
DGY Diseases of the genito-urinary system	230	240	300	380	490	530	520	260	580
DRS Diseases of the respiratory system	4 830	4 550	4 650	4 460	4 920	4 810	4 740	4 510	5 210
EMN Endocrine, nutritional and metabolic diseases	110	50	40	30	90	120	130	160	210
IPO Certain infectious and parasitic diseases	3 470	3 470	3 600	3 690	3 570	3 370	2 860	2 640	3 210
MSD Diseases of the musculoskeletal system and connective tissue	2 710	2 620	2 420	2 140	2 020	1 970	1 460	1 630	2 280
NGB Neoplasms	630	850	790	820	860	740	800	870	900
NSS Diseases of the nervous system	1 400	1 420	1 540	1 700	1 400	1 310	1 480	1 460	1 830
OPP Factors influencing health status and contact with health service	2 680	2 920	2 880	2 640	2 780	2 290	2 220	2 200	2 150
PCP Pregnancy, childbirth and the puerperium	70	80	100	120	130	90	70	50	190
PSD Mental and behavioural disorders	3 970	4 780	5 030	5 160	4 950	4 560	5 070	4 950	6 230
SCO Diseases of the skin and subcutaneous tissue	130	120	180	130	90	80	50	60	80
SID Cause of Absence Not Yet Known	1 740	1 660	1 650	1 320	990	960	890	750	790

Source: Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Note: Due to organisational changes there is a time series break from 12 months ending 31 March 2019.

Table 7B: The total number of working days lost due to sickness absence by ICD code for Trading Fund & Executive Agencies, 12 months ending 31 March 2019

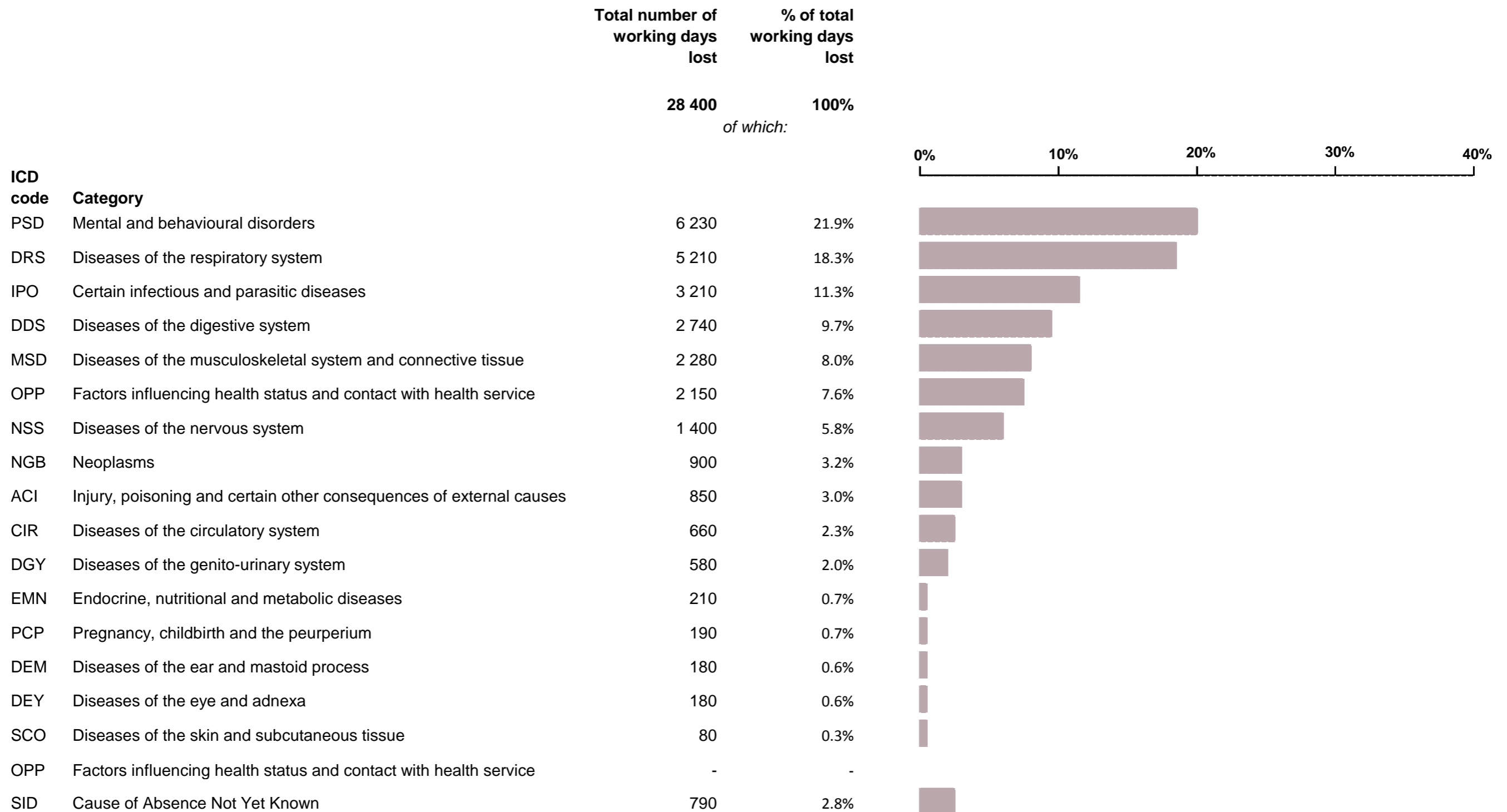
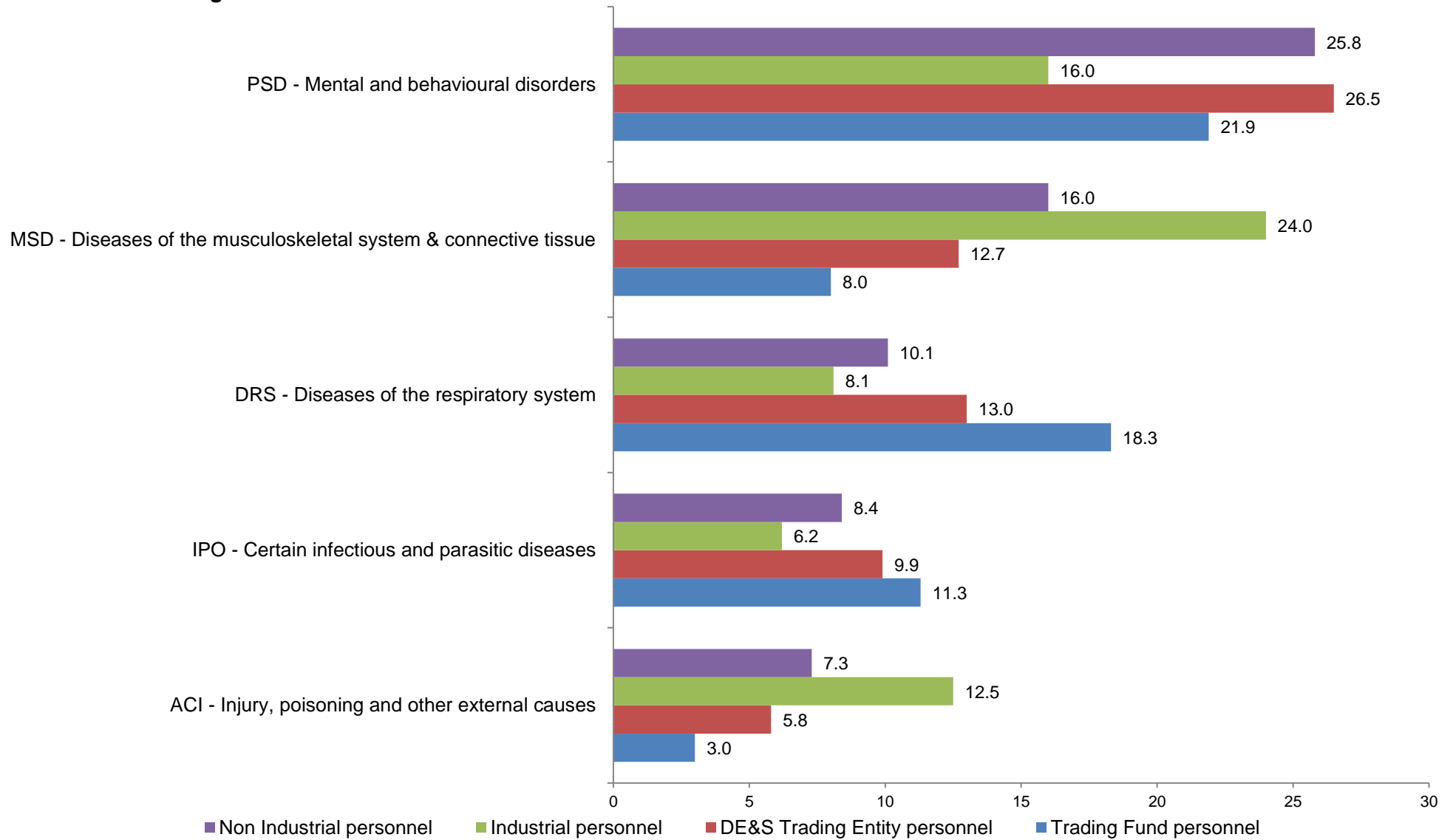


Chart C: Percentage of working days lost due to sickness absence by top five ICD codes for Non-Industrial Civilian Personnel compared against Industrial, DE&S and Trading Fund personnel, 12 months ending 31 March 2019



Symbols and Conventions

~	fewer than five
**	not applicable
..	not available
-	zero or rounded to zero
(p)	provisional

Rounding

Where rounding has been used, totals and sub-totals have been rounded separately and so may not equal the sums of their rounded parts. This also applies to Civilian personnel data expressed in terms of Full-Time Equivalent (FTE).

When rounding to the nearest 10, numbers ending in “5” have been rounded to the nearest multiple of 20 to prevent systematic bias.

Excel tables accompanying this publication

An updated MOD Disclosure Control and Rounding policy has been published on GOV.UK and we have applied this policy to the statistics on Civilian personnel in the accompanying Excel tables.

The policy is available on

<https://www.gov.uk/government/publications/defence-statistics-policies>

Disclosure control will still be applied to statistical or numeric information to safeguard the confidentiality of individuals. ‘Disclosure control’ refers to the efforts made to reduce the risk of disclosure, such as applying statistical methods to protect ‘personally identifiable information’ (PII) in aggregate data tables. These safeguards can take many forms (e.g. data suppression, rounding, recoding etc.).

Background notes

1. Defence Equipment and Support (DE&S) changed status as at 1 April 2015 and was reclassified as a Bespoke Trading Entity. It is reported outside Top Level Budgetary areas, but within level 0. Prior to this it was categorised as a Top Level Budgetary Area, which was part of the Civilian Level 1 total.
2. Changes in the DE&S Trading Entity grade structure meant that they were no longer aligned with those used by the Top Level Budgetary Areas. Therefore, the ‘loss of productivity’ figure that was previously published for this group is no longer possible.
3. As at 1 April 2018 approximately 1,160 posts transferred out of DE&S Trading Entity to form Defence Nuclear Organisation (DNO) as an Executive Agency, additionally approximately 80 personnel within DG Nuclear also transferred to DNO, moving from TLBs. DNO sickness absence figures have been reported from 12 months to 31 March 2019 (whole 12 months). Therefore, there is a time series break for both DE&S trading entity and Trading Fund & Executive agencies from 12 months ending 31 March 2019 onwards.
4. The value of lost productivity is calculated by applying the latest available capitation rates for Pay, ERNIC and SCAPE for civil service grades and multiplying them by the number of working days lost for each civil service grade.

ERNIC (Earnings related National Insurance contributions) is the National Insurance contribution to the department.

SCAPE (Superannuation Contributions Adjusted for Past Experience) is the pension element to the department.

The capitation rates are based on MOD averages for the respective year. The pay element of the capitation rate is basic pay only; no allowances are included. The capitation rates do not include overhead costs and these are not held centrally. Capitation rates are calculated for all grades.

Glossary

Working Days Lost: Average working days lost are the number of FTE days lost to sickness absence by civilian personnel within a 12 month rolling period.

Civilian Level 0:

Includes: Top Level Budgetary areas (TLBs)
Defence, Equipment & Support (DE&S) Trading Entity
Trading Fund & Executive Agencies

Excludes: Royal Fleet Auxiliary
Locally Engaged Civilians

Defence Equipment & Support: Defence Equipment & Support (DE&S) equips and supports the UK's Armed Forces for current and future operations. It acquires and supports through-life, including disposal, equipment and services ranging from ships, aircraft, vehicles and weapons, to electronic systems and information services. DE&S satisfies on-going requirements including food, clothing, medical supplies, maintenance and temporary accommodation, as well as operating HM Naval Bases and the joint supply chain for land, sea and air.

Defence Infrastructure Organisation (DIO): established on 01 April 2011 replaced Defence Estates and includes TLB property and facilities management functions previously situated within other TLBs.

Defence Science and Technology Laboratory: is an Executive Agency. It supplies impartial scientific and technical research and advice to the MOD and other government departments.

Defence Statistics: On 1 April 2013 the Directorate formerly known as DASA split into two one-star analytical business areas within the Head Office Strategy Directorate - Defence Economics and Defence Statistics. These two business areas continue to provide National Statistics on Defence and other corporate information, forecasting, planning, consultancy, analytical research and advice to the MOD.

Defence Nuclear Organisation: is the sponsor for the SDA as an Executive Agency. It became an Executive Agency on a phased approach after splitting out from DE&S. It was reported as a full Executive agency on April 2018.

Full Time Equivalence (FTE): is a measure of the size of the workforce that takes account of the fact that some people work part-time. Prior to 1 April 1995 part-time employees were assumed to work 50 per cent of normal hours, but since then actual hours worked has been the preferred methodology. The average hours worked by part-time personnel is about 68 per cent of full-time hours.

Head Office & Corporate Services (HO&CS): was established as at 1 April 2012. Lead areas of activity include Senior Finance Office (SFO) responsibility for ensuring that decisions are taken

with due regard to affordability and value for money, acting as Head of Establishment for London HO Buildings and associated support requirements, Production of the Department's Resource Accounts and Governance support for MOD Trading Funds.

HQ Air Command: Air Command incorporates the RAF's Personnel and Training Command and Strike Command with a single fully integrated Headquarters, which equips the RAF to provide a coherent and coordinated single Air focus to the other Services, MOD Head Office, the Permanent Joint Headquarters and the rest of MOD.

Hydrographic Office: The UK Hydrographic Office is responsible for surveying the seas around the UK and other areas to aid navigation.

ICD International Statistical Classification of Diseases and Health-related Problems. ICD is a coding system for diseases and signs, symptoms, abnormal findings, complaints, social circumstances and external causes of injury or diseases, as classified by the World Health Organisation

Industrial: Industrial personnel are civilian personnel employed primarily in a trade, craft or other manual labour occupation. This covers a wide range of work such as industrial technicians, air freight handlers, storekeepers, vergers and drivers.

Joint Forces Command was established at 1 April 2012 to ensure that a range of military support functions covering medical services, training and education, intelligence and cyber are organised in an efficient and effective manner to support success on operations, supporting investment in joint capabilities, strengthening the links between operational theatres and top level decision making. Joint Forces Command achieved Full Operational Capacity as at 1 April 2013, absorbing additional support roles from lead service TLBs.

Land Forces: Performs a similar role to Navy Command within the context of trained Army formations and equipment.

Locally engaged civilians: MOD employs a number of civilian personnel overseas, known as Locally engaged civilians (LECs). The definition of a Locally engaged civilian is an employee who has been recruited locally as a "servant of the Crown". In other words, they have not been recruited through fair and open competition in the UK under the Civil Service Order in Council and they are not therefore members of the Home Civil Service or the Diplomatic Service. LECs are also employed on terms and conditions analogous with local employment law and market forces, and not those of the UK. The majority of civilian personnel employed overseas by MOD are LECs and not civil servants.

Ministry of Defence (MOD): This United Kingdom Government department is responsible for implementation of government defence policy and is the headquarters of the British Armed Forces. The principal objective of the MOD is to protect the United Kingdom and its values and interests abroad. The MOD manages day to day running of the Armed Forces, contingency planning and defence procurement.

Navy Command: Navy command is the TLB for the Naval Service. As at 1 April 2010 Fleet TLB was renamed to Navy Command. Fleet TLB was formed on 1 April 2006 by the merger of the Commander-in-Chief Fleet and the Chief of Naval Personnel/ Commander-in-Chief Naval Home Command.

Non-industrial: Civilian personnel who are not primarily employed in a trade, craft or other manual labour occupation. This covers a wide range of personnel undertaking work such as administration, analysis, policy, procurement, finance, medical, dental, teaching, policing, science and engineering.

Royal Fleet Auxiliary: The Royal Fleet Auxiliary is a civilian-manned fleet, owned by the MOD, which supports Royal Navy ships around the world, supplying warships with fuel, ammunition and supplies. The RFA fleet is fully integrated into the RN's command and control system and forms a vital part of maritime operations.

Strength: The total number of personnel employed by the Department at or within a specific time period.

Top Level Budgetary Area (TLB): The major organisational groupings of the MOD directly responsible for the planning, management and delivery of departmental capability.

Trading Funds: Trading Funds were introduced by the Government under the Trading Funds Act 1973 as a 'means of financing trading operations of a government department which, hitherto, have been carried out on Vote'. They are self-accounting units that have greater freedom than other government departments in managing their own financial and management activities. They are also free to negotiate their own terms and conditions with their personnel and for this reason their grading structures do not always match that of the rest of the Ministry, and this is reflected in some of the tables.

Working Days: This follows Cabinet Office definition, setting a maximum number of sickness absence days at 225 days per person and excludes data for weekends, annual leave and bank holidays.

Background Quality Report

The background quality report provides more detailed information about the quality of data used to produce this publication and any statistics derived from that data.

<https://www.gov.uk/government/statistics/mod-civilian-personnel-sickness-absence-quarterly-report-background-quality-reports>

Frequency of publication

Defence Statistics (Civilian) conducted a public consultation on reducing publication of Civilian Personnel Sickness Absence from quarterly to once a year for the following reasons:

- a. The information can still be provided to internal customers, but published less frequently, reducing the time spent on ministerial submissions and report commentary.
- b. To ensure best use of resource in a context of tightening resources and high levels of internal demand for analysis.
- c. To free up resource to spend on reactive ad hoc analysis to meet our policy customers' requirements.

Revisions

Occasionally errors can occur in statistical processes; procedures are constantly reviewed to minimise this risk. Should a significant error be found the publication on the website will be updated and an errata slip published documenting the revision.

This report contains provisional figures for the '12 months ending 31 March 2019' due to not having final confirmation of all the data returns. A revised iteration of this report will look to be published once the returns have been finalised.

Further Information

Contact Us

Defence Statistics welcome feedback on our statistical products. If you have any comments or questions about this publication or about our statistics in general, you can contact us as follows:

Defence Statistics (Civilian Personnel)

Email: DefStrat-Stat-CivEnquiries@mod.uk

If you require information which is not available within this or other available publications, you may wish to submit a Request for Information under the Freedom of Information Act 2000 to the Ministry of Defence. For more information, see:

<https://www.gov.uk/make-a-freedom-of-information-request/the-freedom-of-information-act>

Other contact points within Defence Statistics are:

Defence Expenditure Analysis	030 6793 4531	DefStrat-Econ-ESES-DEA-Hd@mod.uk
Price Indices	030 6793 2100	DefStrat-Econ-ESES-PI-Hd@mod.uk
Naval Service Manpower	023 9254 7426	DefStrat-Stat-Navy-Hd@mod.uk
Army Manpower	01264 886175	DefStrat-Stat-Army-Hd@mod.uk
RAF Manpower	01494 496822	DefStrat-Stat-Air-Hd@mod.uk
Tri-Service Manpower	020 7807 8896	DefStrat-Stat-Tri-Hd@mod.uk
Civilian Manpower	020 7218 1359	DefStrat-Stat-Civ-Hd@mod.uk
Health Information	030 6798 4423	DefStrat-Stat-Health-Hd@mod.uk

Please note that these email addresses may change later in the year.

If you wish to correspond by mail, our postal address is:

Defence Statistics (Civilian Personnel)
Ministry of Defence, Main Building
Floor 3 Zone M
Whitehall
London
SW1A 2HB