

**To: Single Service Resettlement Staff and CTP Staff**

**From: AHd TLD TESRR**

17 March 2020

## **CAREER TRANSITION PARTNERSHIP (CTP) RESPONSE TO COVID-19**

### **Aim of note:**

- This is the Head Office direction and guidance for CTP policy in response to COVID-19 until 1 June 20. It outlines policy changes and actions required by the single Services and CTP staff to ensure that Service leavers are not disadvantaged.

### **Policy Changes:**

- Access to CTP services<sup>1</sup> will be extended by 3 months to 27 months post discharge in reaction to the potential effects of COVID-19.
- Any personnel who attend CTP events are to comply with Government guidance: [Stay at home guidance for households with possible coronavirus \(COVID19\) infection](#) dated 16 March 20. If an attendee must self-isolate, then all efforts will be made to offer an alternative service<sup>2</sup>.
- The following direction and guidance apply:
  - **Core Resettlement Programme (CSP)** and **Employment Support Programme (ESP)** will be entitled to an extra 3 months (in addition to existing 24 months) access to CTP services post discharge.
  - **CTP Future Horizons** can access online services and register by email if face to face meetings are not available.
  - **CTP Assist**. Single Services should take account of an individual's requirements and revise individual plans. Please contact TESRR for advice if required.

### **Actions:**

- **Single Services are to promulgate this note to all staff involved in resettlement.**
- **CTP are to promulgate this note to second line staff, regional managers, central support team and service leavers registered on the CTP.**

### **Points of Contact:**

Service leavers should contact their Service Resettlement Advisors in the first instance, or the CTP

### **Single Services**

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Navy – SO2 Resettlement Policy, Navy Training HQ

Army – SO1 Ed Ops, Army HQ

RAF – SO1 Resettlement, AIR Command

<sup>1</sup> CTP Services include briefings and training. Further detail on T&S and ELCAS to follow.

<sup>2</sup> CTP Transition, vocational training and employment events.

**CTP:** Enquiries and Booking line. Tel: 0203 162 4410

**TESRR:** SO2 Resettlement Policy, TESRR, MOD