



Ministry of Defence

Civilian Personnel Sickness Absence Quarterly Report 1 July 2016

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 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-10 code.

The data is structured into Non-Industrial and Industrial personnel by Top Level Budget area and MOD Trading Funds and is shown at quarter points for sickness in the preceding 12-month period.

Key Points and Trends

MOD average working days absent per civilian personnel

12 months to 30 June 2016

a decrease of 0.42 days compared with previous 12 months

▼ **7.42 days**

MOD civilian number of incidents of sickness absence

12 months to 30 June 2016

a decrease of 11 per cent compared with previous 12 months

▼ **65,020 incidents**

MOD civilian personnel working days lost due to sickness

12 months to 30 June 2016

a decrease of 8 per cent compared with previous 12 months

▼ **367,600 days**

MOD civilian personnel main causes of sickness absence

12 months to 30 June 2016

Non-industrial personnel

- Mental and behavioural disorders (23%)
- Diseases of the musculoskeletal system (19%)
- Diseases of the respiratory system (10%)

Industrial personnel

- Diseases of the musculoskeletal system (30%)
- Mental and behavioural disorders (18%)
- Injury, poisoning and other external causes (10%)

Responsible statistician:

Civilian Personnel Head of Branch 020 7218 1359

DefStrat-Stat-Civ-Hd@mod.uk

Further information/ mailing list:

DefStrat-Stat-CivEnquiries@mod.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.uk

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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: This contains all those at Level 1 plus Trading Funds and Locally Engaged Civilians. This is used for external reporting, including National Statistics publications, Strategic Defence and Security Review Baseline, UKDS and Parliamentary Business.

Civilian Level 1: Permanent and casual civilian personnel and Royal Fleet Auxiliary, but excludes Trading Funds and Locally engaged civilians. This is generally used for MOD internal reporting and planning.

ICD–10 International Statistical Classification of Diseases and Health–related Problems, 10th revision. 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.

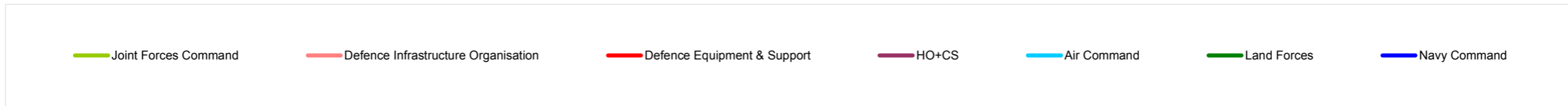
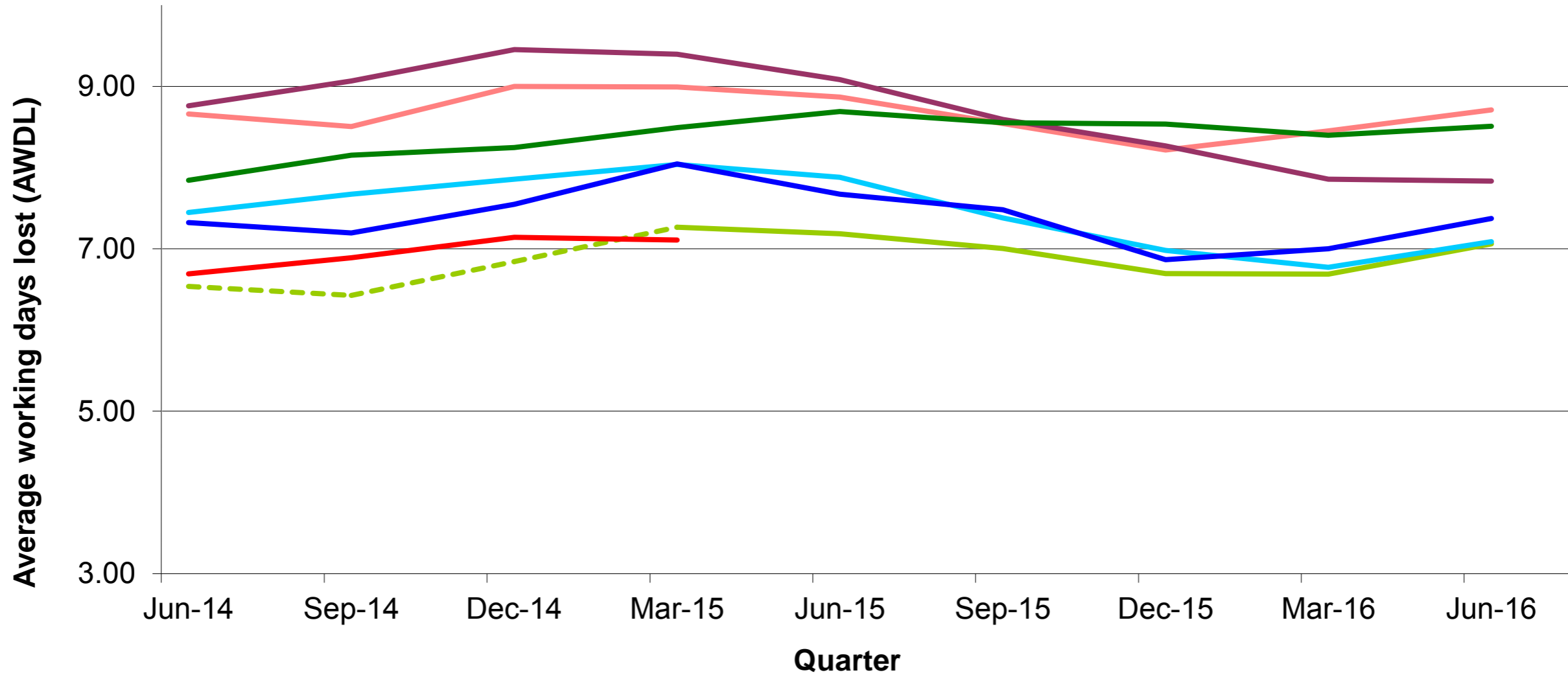
Summary Table : Average working days absent per person per year by TLB for MoD Civilian Personnel ^{1,2,3,4}

	12 Months Ending				12 Months Ending					Value of lost productivity ⁵ of absence from 1st July 2015 to 30th June 2016
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16	
B00 Joint Forces Command	6.54	6.43	6.84	7.27	7.19	7.00	6.69	6.69	7.06	£6,656,000
C00 Defence Infrastructure Organisation	8.66	8.50	9.00	8.99	8.87	8.54	8.22	8.45	8.71	£4,819,000
D00 Defence Equipment & Support	6.69	6.89	7.14	7.11	*	*	*	*	*	*
K00 Head Office & Corporate Services	8.76	9.07	9.45	9.40	9.08	8.59	8.27	7.86	7.84	£8,451,000
M00 Air Command	7.45	7.67	7.86	8.04	7.88	7.38	6.98	6.77	7.09	£4,153,000
V00 Land Forces	7.85	8.15	8.25	8.49	8.69	8.55	8.53	8.40	8.51	£11,093,000
X00 Navy Command	7.32	7.20	7.55	8.05	7.67	7.48	6.86	7.00	7.37	£2,480,000
Una Unallocated	7.15	10.35	8.77	10.33	~	~	~	~	~	£3,000
Level 1 total⁶	7.58	7.74	8.01	8.14	8.36	8.07	7.80	7.68	7.87	£37,656,000
Trading Entity										
I00 DES Trading Entity	*	*	*	*	6.96	6.95	6.53	6.25	6.39	£10,289,000
Trading Funds										
T01 Defence Science and Technology Laboratory	4.87	4.94	5.10	5.38	5.44	5.59	5.34	5.54	5.73	..
T03 UK Hydrographic Office	6.83	6.77	6.53	7.43	7.15	7.32	7.18	7.03	7.11	..
T05 Defence Support Group	8.70	8.61	8.21	*	*	*	*	*	*	..
Trading Fund total	6.44	6.44	6.35	5.80	5.79	5.94	5.71	5.83	6.00	..
Level 0 Total⁷	7.43	7.57	7.79	7.93	7.84	7.65	7.36	7.24	7.42	..

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. 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.
5. Value of lost productivity are calculated using 2015/16 PAY, SCAPE and ERNIC data.
6. No sickness absence information is available for RFAs, so they are excluded from the Level 1 total
7. No sickness absence information is available for LECs, so they are excluded from the Level 0 total.

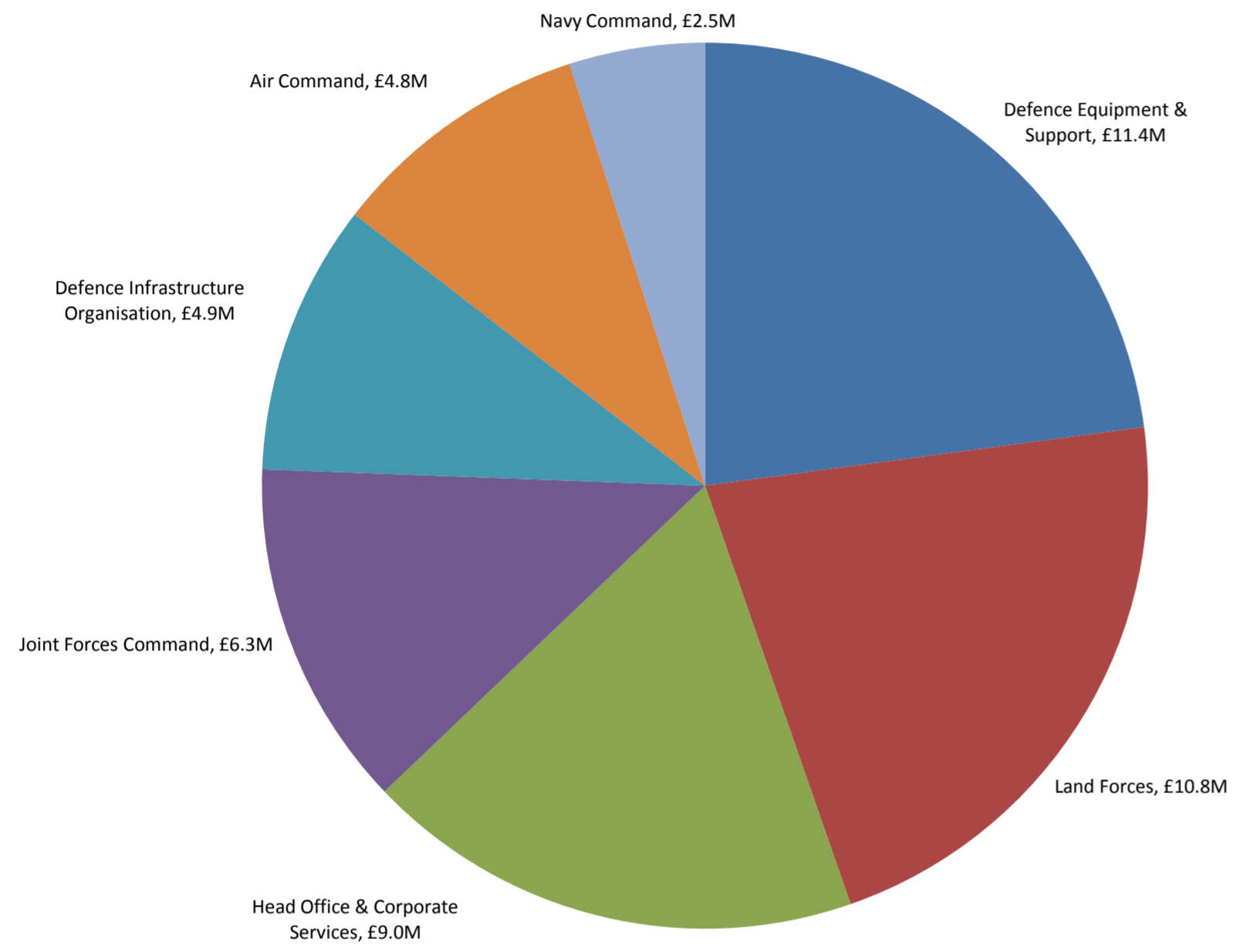
Chart A to Summary Table : Average working days absent per person per year by TLB for MoD Civilian Personnel



Note The dotted line for Joint Forces Command represents the period where increasing their manpower levels due to transfers from other TLBs.
 Defence Equipment & Support has now become a Trading Entity

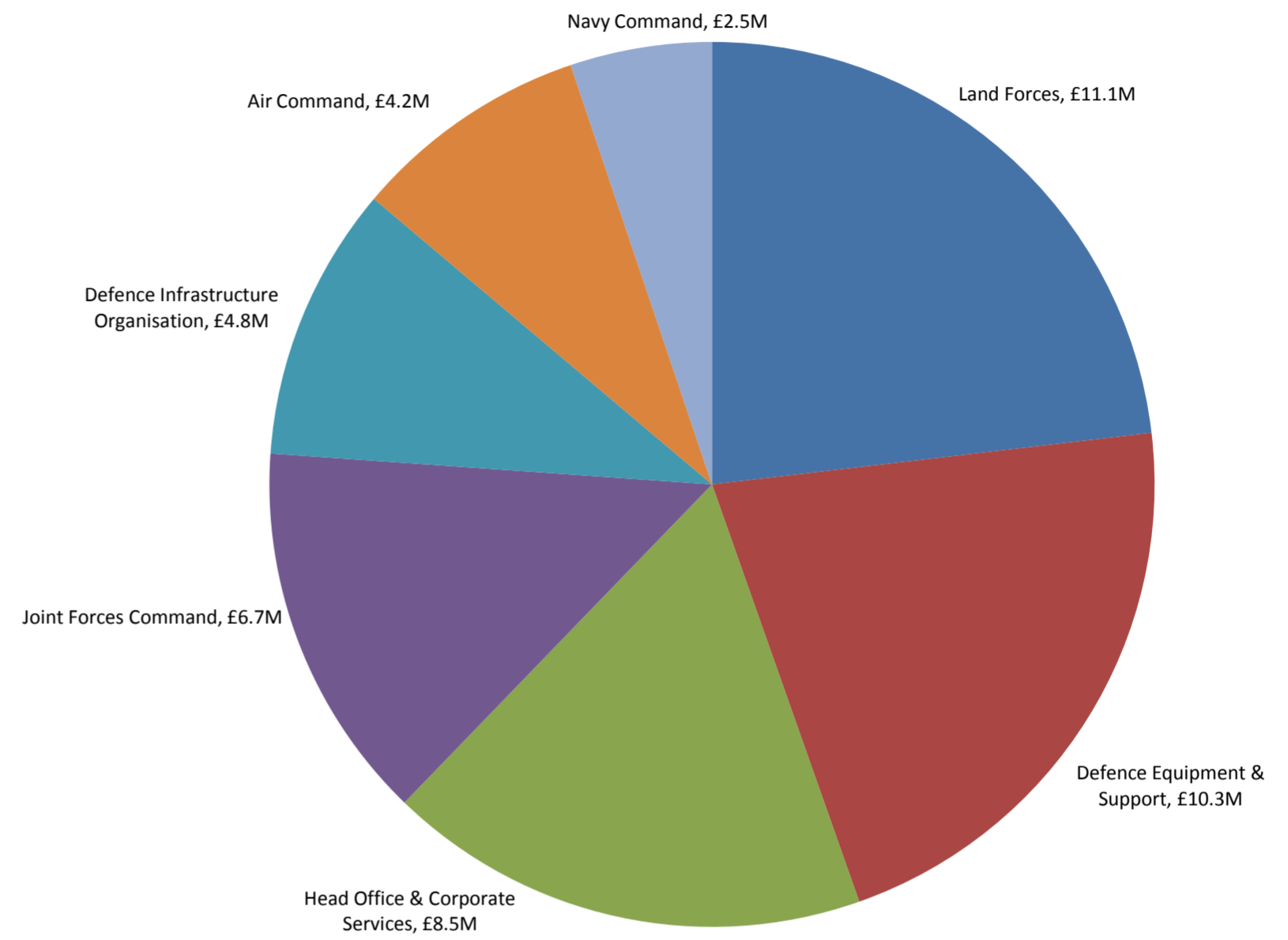
Chart B to Summary Table : Proportion of lost productivity in £M of Civilian Sickness Absence for Non-Industrial and Industrial personnel in core TLB's

Value of Lost Productivity caused by sickness absence by TLB in £M for 12 months to 30th June 2015



Total Value of Lost Productivity in 12 months to 30 June 2015 is £49.6 million

Value of Lost Productivity caused by sickness absence by TLB in £M for 12 months to 30th June 2016



Total Value of Lost Productivity in 12 months to 30 June 2016 is £47.9 million

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 July 2015 to 30th June 2016
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16	
Non Industrial Total	7.19	7.34	7.64	7.76	8.05	7.80	7.54	7.42	7.61	£31,947,000
B00 Joint Forces Command	6.45	6.38	6.76	7.23	7.14	6.92	6.61	6.57	6.94	£6,355,000
C00 Defence Infrastructure Organisation	8.57	8.47	8.97	8.97	8.85	8.57	8.21	8.42	8.68	£4,695,000
D00 Defence Equipment & Support	6.13	6.26	6.58	6.51	*	*	*	*	*	*
K00 Head Office & Corporate Services	8.68	8.99	9.39	9.38	9.09	8.69	8.31	7.98	7.93	£8,331,000
M00 Air Command	6.58	6.84	6.99	7.13	7.13	6.72	6.40	6.18	6.70	£3,113,000
V00 Land Forces	7.15	7.41	7.50	7.74	7.97	7.90	7.95	7.71	7.74	£7,317,000
X00 Navy Command	7.21	7.09	7.42	7.65	7.17	7.04	6.58	6.80	7.28	£2,134,000
Una Unallocated	~	~	~	~	~	~	~	~	~	£3,000
Industrial Total	9.62	9.84	9.95	10.20	9.98	9.47	9.20	9.13	9.31	£5,709,000
B00 Joint Forces Command	7.50	7.01	7.95	7.86	7.93	8.33	8.02	8.50	8.98	£302,000
C00 Defence Infrastructure Organisation	10.19	9.10	9.47	9.44	9.34	7.61	8.44	9.78	9.96	£125,000
D00 Defence Equipment & Support	10.44	11.00	10.68	10.73	-	-	-	-	-	*
K00 Head Office & Corporate Services	17.45	16.19	15.70	11.28	8.64	4.04	6.65	4.02	5.12	£120,000
M00 Air Command	9.80	9.93	10.25	10.58	10.01	9.29	8.67	8.51	8.26	£1,040,000
V00 Land Forces	9.43	9.81	9.89	10.14	10.29	10.00	9.86	9.98	10.31	£3,776,000
X00 Navy Command	7.76	7.62	8.06	9.79	9.87	9.45	8.14	7.89	7.79	£346,000
Una Unallocated	-	-	-	-	-	-	-	-	-	-
Level 1 Total⁶	7.58	7.74	8.01	8.14	8.36	8.07	7.80	7.68	7.87	£37,656,000
Trading Entity Industrial and Non-industrial personnel										
I00 DES Trading Entity	*	*	*	*	6.96	6.95	6.53	6.25	6.39	£10,289,000
Trading Funds Industrial and Non-industrial personnel⁷										
T01 Defence Science and Technology Laboratory	4.87	4.94	5.10	5.38	5.44	5.59	5.34	5.54	5.73	..
T03 UK Hydrographic Office	6.83	6.77	6.53	7.43	7.15	7.32	7.18	7.03	7.11	..
T05 Defence Support Group	8.70	8.61	8.21	*	*	*	*	*	*	..
Trading Fund Total	6.44	6.44	6.35	5.80	5.79	5.94	5.71	5.83	6.00	..
Level 0 Total⁸	7.43	7.57	7.79	7.93	7.84	7.65	7.36	7.24	7.42	..

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 2015/16 PAY, SCAPE and ERNIC data.
6. No sickness absence information is available for RFAs, so they are excluded from the Level 1 total
7. Trading Fund personnel cannot be broken down by Industrial status.
8. No sickness absence information is available for LECs, so they are excluded from the Level 0 total.

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

	12 Months Ending				12 Months Ending				
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Non Industrial Total	56 370	56 830	57 700	57 750	42 810	41 170	38 950	38 730	39 330
B00 Joint Forces Command	5 460	6 190	7 230	8 180	8 030	7 880	7 570	7 680	7 880
C00 Defence Infrastructure Organisation	7 600	7 310	7 110	6 820	6 520	6 190	5 680	5 800	5 930
D00 Defence Equipment & Support	15 490	15 120	14 740	13 790	*	*	*	*	*
K00 Head Office & Corporate Services	11 260	11 360	11 450	11 440	11 120	10 560	10 120	9 840	9 920
M00 Air Command	4 730	4 740	4 760	4 800	4 650	4 440	4 090	3 990	4 020
V00 Land Forces	9 520	9 660	9 660	9 740	9 570	9 260	8 880	8 780	8 890
X00 Navy Command	2 270	2 420	2 720	2 970	2 920	2 830	2 600	2 630	2 690
Una Unallocated	~	~	~	~	~	~	~	~	~
Industrial Total	9 780	9 820	9 730	9 660	6 820	6 470	6 020	5 690	5 500
B00 Joint Forces Command	340	330	360	400	390	390	340	350	340
C00 Defence Infrastructure Organisation	240	240	260	220	200	160	120	110	110
D00 Defence Equipment & Support	2 700	2 740	2 700	2 670	~	-	-	-	-
K00 Head Office & Corporate Services	220	220	200	200	250	210	350	230	230
M00 Air Command	1 920	1 830	1 790	1 720	1 640	1 560	1 370	1 300	1 250
V00 Land Forces	3 900	3 980	3 900	3 920	3 800	3 600	3 320	3 200	3 120
X00 Navy Command	450	470	520	540	540	550	510	500	460
Una Unallocated	-	-	-	-	-	-	-	-	-
Level 1 Total²	66 150	66 650	67 420	67 410	49 630	47 640	44 970	44 420	44 830
Trading Entity Industrial and Non-industrial personnel									
I00 DES Trading Entity	*	*	*	*	16 060	15 130	13 540	13 020	12 950
Trading Funds Industrial and Non-industrial personnel³									
T01 Defence Science and Technology Laboratory	5 320	5 290	5 470	5 600	5 620	5 660	5 540	5 710	5 650
T03 UK Hydrographic Office	1 800	1 790	1 660	1 850	2 150	1 730	1 680	1 630	1 600
T05 Defence Support Group	5 920	5 510	4 950	*	*	*	*	*	*
Trading Fund Total	13 040	12 590	12 080	7 450	7 770	7 390	7 210	7 340	7 240
Level 0 Total⁴	79 190	79 240	79 500	74 870	73 460	70 170	65 720	64 770	65 020

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 RFAs, so they are excluded from the Level 1 total.
3. Trading Fund personnel cannot be broken down by Industrial status.
4. No sickness absence information is available for LECs, so they are excluded from the Level 0 total.

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				
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Non Industrial total	283 140	287 310	298 170	302 210	241 680	234 590	227 200	223 650	229 430
B00 Joint Forces Command	26 220	28 750	33 460	38 540	38 570	37 940	36 610	36 700	38 970
C00 Defence Infrastructure Organisation	38 880	37 350	38 560	37 590	36 530	34 800	33 070	33 900	35 150
D00 Defence Equipment & Support	64 230	62 380	62 190	58 560	*	*	*	*	-
K00 Head Office & Corporate Services	61 510	63 860	67 080	67 680	66 410	64 280	62 240	60 180	59 740
M00 Air Command	25 390	26 160	26 550	26 970	26 820	25 100	23 640	22 570	24 160
V00 Land Forces	54 780	56 010	56 000	57 220	58 670	57 980	58 030	56 130	56 140
X00 Navy Command	12 000	12 640	14 220	15 550	14 650	14 430	13 570	14 130	15 250
Una Unallocated	~	~	~	~	~	~	~	~	~
Industrial total	72 260	73 530	73 660	74 630	57 520	53 790	51 670	50 710	50 660
B00 Joint Forces Command	2 670	2 530	2 900	2 880	2 880	2 990	2 830	2 960	3 090
C00 Defence Infrastructure Organisation	2 810	2 480	2 320	1 920	1 500	920	900	1 020	1 020
D00 Defence Equipment & Support	16 250	16 830	16 060	15 900	*	*	*	*	*
K00 Head Office & Corporate Services	1 230	1 150	1 110	870	1 000	640	1 370	990	1 310
M00 Air Command	13 950	13 900	14 120	14 320	13 250	12 010	10 950	10 510	9 970
V00 Land Forces	31 910	33 190	33 440	34 170	34 320	32 900	31 910	31 660	31 770
X00 Navy Command	3 440	3 450	3 720	4 570	4 560	4 340	3 710	3 580	3 490
Una Unallocated	-	-	-	-	-	-	-	-	-
Level 1 total³	355 410	360 830	371 840	376 830	299 200	288 380	278 870	274 360	280 080
Trading Entity Industrial and Non-industrial personnel									
I00 DES Trading Entity	*	*	*	*	73 060	71 350	65 250	60 960	60 870
Trading Funds Industrial and Non-industrial personnel⁴									
T01 Defence Science and Technology Laboratory	17 960	18 190	18 720	19 710	19 840	20 290	19 300	19 900	20 430
T03 UK Hydrographic Office	6 800	6 600	6 240	6 960	6 610	6 680	6 460	6 250	6 210
T05 Defence Support Group	20 840	20 570	19 660	*	*	*	*	*	*
Trading Fund total	45 600	45 370	44 620	26 670	26 450	26 970	25 760	26 150	26 640
Level 0 Total⁵	401 010	406 200	416 460	403 500	398 710	386 700	369 880	361 480	367 600

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. No sickness absence information is available for RFAs, so they are excluded from the Level 1 total.
4. Trading Fund personnel cannot be broken down by Industrial status.
5. No sickness absence information is available for LECs, so they are excluded from the Level 0 total.

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				
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Non-industrial Total (All ICD 10 Codes)	283 140	287 310	298 170	302 210	241 680	234 590	227 200	223 650	229 430
ACI Injury, poisoning and certain other consequences of external causes	20 460	20 600	20 440	22 250	18 420	18 240	17 960	16 990	16 480
BFO Diseases of the blood forming organs and certain disorders....	1 800	1 650	1 790	2 050	1 710	1 860	2 070	1 520	1 980
CIR Diseases of the circulatory system	10 750	11 430	12 750	13 120	10 020	8 740	8 100	8 340	8 980
DDS Diseases of the digestive system	21 400	21 660	22 400	21 160	15 250	14 440	14 070	13 600	13 910
DEM Diseases of the ear and mastoid process	2 790	2 600	2 760	3 040	2 180	2 200	2 170	2 200	2 240
DEY Diseases of the eye and adnexa	2 880	2 820	2 610	2 640	2 330	2 570	3 030	3 310	3 260
DGY Diseases of the genito-urinary system	10 000	11 110	12 220	12 800	11 440	10 740	10 810	10 930	11 100
DRS Diseases of the respiratory system	30 620	30 430	32 230	34 820	26 290	25 880	24 550	23 750	23 900
EMN Endocrine, nutritional and metabolic diseases	2 160	1 800	2 290	2 490	2 060	2 210	1 810	1 850	2 150
IPO Certain infectious and parasitic diseases	22 760	23 610	24 770	25 170	19 010	18 810	18 700	18 900	20 380
MSD Diseases of the musculoskeletal system and connective tissue	47 560	48 670	51 330	51 510	45 210	43 680	43 070	42 890	43 760
NGB Neoplasms	12 260	12 420	12 870	13 160	11 670	11 650	10 450	10 150	11 320
NSS Diseases of the nervous system	11 040	10 840	11 450	11 240	8 880	8 980	8 860	9 090	8 880
OPP Factors influencing health status and contact with health service	14 640	13 810	11 880	9 520	6 060	4 140	1 960	770	330
PCP Pregnancy, childbirth and the puerperium	2 980	3 120	2 840	2 990	2 010	2 260	2 640	2 730	2 810
PSD Mental and behavioural disorders	63 910	65 030	67 630	68 290	53 550	52 750	51 200	51 230	53 320
SCO Diseases of the skin and subcutaneous tissue	1 870	2 160	2 140	2 170	1 890	1 820	2 060	2 160	1 980
SID Cause of Absence Not Yet Known	3 270	3 560	3 790	3 800	3 700	3 640	3 700	3 240	2 640

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

Table 4B: The total number of working days lost due to sickness absence by ICD code for Non-Industrial Civilian Personnel, 12 months ending 30 June 2016

ICD code	Category	Total number of working days lost	% of total working days lost
	Total	223,650	100%
		<i>of which:</i>	
PSD	Mental and behavioural disorders	53,320	23.2%
MSD	Diseases of the musculoskeletal system and connective tissue	43,760	19.1%
DRS	Diseases of the respiratory system	23,900	10.4%
IPO	Certain infectious and parasitic diseases	20,380	8.9%
ACI	Injury, poisoning and certain other consequences of external causes	16,480	7.2%
DDS	Diseases of the digestive system	13,910	6.1%
NGB	Neoplasms	11,320	4.9%
DGY	Diseases of the genito-urinary system	11,100	4.8%
CIR	Diseases of the circulatory system	8,980	3.9%
NSS	Diseases of the nervous system	8,880	3.9%
DEY	Diseases of the eye and adnexa	3,260	1.4%
PCP	Pregnancy, childbirth and the puerperium	2,810	1.2%
DEM	Diseases of the ear and mastoid process	2,240	1.0%
EMN	Endocrine, nutritional and metabolic diseases	2,150	0.9%
SCO	Diseases of the skin and subcutaneous tissue	1,980	0.9%
BFO	Diseases of the blood forming organs and certain disorders....	1,980	0.9%
OPP	Factors influencing health status and contact with health service	330	0.1%
SID	Cause of Absence Not Yet Known	2,640	1.2%

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				
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Industrial total (All ICD 10 Codes)	72 260	73 530	73 660	74 630	57 520	53 800	51 670	50 710	50 660
ACI Injury, poisoning and certain other consequences of external causes	6 290	7 020	7 360	7 200	5 420	4 820	4 450	4 690	5 150
BFO Diseases of the blood forming organs and certain disorders....	770	870	820	740	450	360	330	310	360
CIR Diseases of the circulatory system	4 320	4 790	4 440	4 350	3 320	2 620	2 640	2 860	3 110
DDS Diseases of the digestive system	4 820	4 720	4 750	4 080	2 760	2 710	2 460	2 640	2 560
DEM Diseases of the ear and mastoid process	790	670	770	640	450	520	400	340	280
DEY Diseases of the eye and adnexa	870	800	710	670	490	600	590	670	730
DGY Diseases of the genito-urinary system	1 670	1 870	2 120	2 020	1 420	1 590	1 510	1 460	1 590
DRS Diseases of the respiratory system	6 510	6 440	6 460	6 100	4 460	4 380	3 960	3 690	3 550
EMN Endocrine, nutritional and metabolic diseases	260	320	410	600	250	350	500	710	900
IPO Certain infectious and parasitic diseases	5 420	5 030	4 880	5 350	4 220	3 950	3 750	3 090	2 930
MSD Diseases of the musculoskeletal system and connective tissue	17 750	17 940	18 380	19 210	15 900	14 910	14 750	14 720	15 420
NGB Neoplasms	2 660	2 740	2 800	2 870	2 720	2 530	2 390	2 210	1 930
NSS Diseases of the nervous system	1 590	1 680	1 870	1 760	1 360	1 520	1 410	1 330	1 290
OPP Factors influencing health status and contact with health service	4 700	4 240	3 640	3 150	1 990	1 150	630	240	250
PCP Pregnancy, childbirth and the puerperium	540	400	300	140	90	80	80	70	40
PSD Mental and behavioural disorders	12 190	12 270	12 500	13 520	10 540	10 120	10 580	10 150	9 270
SCO Diseases of the skin and subcutaneous tissue	350	440	520	610	420	640	660	600	550
SID Cause of Absence Not Yet Known	750	1 260	950	1 610	1 280	950	610	920	740

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 for 31 March 08 onwards exclude absences where a person is classed as being on zero pay.
3. 1 day OPP Hospital Appointments have been excluded

Table 5B: The total number of working days lost due to sickness absence by ICD code for Industrial Civilian Personnel, 12 months ending 30 June 2016

ICD code	Category	Total number of working days lost	% of total working days lost
	Total	50,660	100%
		<i>of which:</i>	
MSD	Diseases of the musculoskeletal system and connective tissue	15,420	30.5%
PSD	Mental and behavioural disorders	9,270	18.3%
ACI	Injury, poisoning and certain other consequences of external causes	5,150	10.2%
DRS	Diseases of the respiratory system	3,550	7.0%
CIR	Diseases of the circulatory system	3,110	6.1%
IPO	Certain infectious and parasitic diseases	2,930	5.8%
DDS	Diseases of the digestive system	2,560	5.1%
NGB	Neoplasms	1,930	3.8%
DGY	Diseases of the genito-urinary system	1,590	3.1%
NSS	Diseases of the nervous system	1,290	2.5%
EMN	Endocrine, nutritional and metabolic diseases	900	1.8%
DEY	Diseases of the eye and adnexa	740	1.5%
SCO	Diseases of the skin and subcutaneous tissue	550	1.1%
BFO	Diseases of the blood forming organs and certain disorders....	360	0.7%
DEM	Diseases of the ear and mastoid process	280	0.6%
OPP	Factors influencing health status and contact with health service	250	0.5%
PCP	Pregnancy, childbirth and the puerperium	40	0.1%
SID	Cause of Absence Not Yet Known	740	1.5%

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-14	30-Jun-14	30-Sep-14	31-Dec-14	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Trading Fund personnel (All ICD 10 Codes)	*	*	*	*	73 060	71 350	65 250	60 960	60 870
ACI Injury, poisoning and certain other consequences of external causes	*	*	*	*	5 330	5 080	4 700	4 340	3 940
BFO Diseases of the blood forming organs and certain disorders....	*	*	*	*	480	370	410	410	360
CIR Diseases of the circulatory system	*	*	*	*	2 820	2 680	2 590	2 450	2 260
DDS Diseases of the digestive system	*	*	*	*	6 100	5 340	4 920	4 570	4 710
DEM Diseases of the ear and mastoid process	*	*	*	*	1 020	980	730	630	630
DEY Diseases of the eye and adnexa	*	*	*	*	830	750	710	610	570
DGY Diseases of the genito-urinary system	*	*	*	*	2 590	2 740	2 560	2 420	2 400
DRS Diseases of the respiratory system	*	*	*	*	10 400	10 160	9 150	9 040	8 860
EMN Endocrine, nutritional and metabolic diseases	*	*	*	*	930	820	640	470	450
IPO Certain infectious and parasitic diseases	*	*	*	*	6 570	6 660	5 880	5 640	5 790
MSD Diseases of the musculoskeletal system and connective tissue	*	*	*	*	9 790	9 550	9 920	9 890	9 700
NGB Neoplasms	*	*	*	*	2 920	2 390	2 240	2 500	3 400
NSS Diseases of the nervous system	*	*	*	*	2 880	3 360	3 020	3 020	2 850
OPP Factors influencing health status and contact with health service	*	*	*	*	1 240	840	150	-	-
PCP Pregnancy, childbirth and the puerperium	*	*	*	*	1 010	1 270	1 270	920	850
PSD Mental and behavioural disorders	*	*	*	*	16 910	16 790	14 830	12 770	12 720
SCO Diseases of the skin and subcutaneous tissue	*	*	*	*	450	420	360	320	340
SID Cause of Absence Not Yet Known	*	*	*	*	770	1 160	1 160	970	1 060

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 for 31 March 08 onwards exclude absences where a person is classed as being on zero pay.
3. 1 day OPP Hospital Appointments have been excluded

Table 6B: the total number of working days lost due to sickness absence by ICD code for DE&S Civilian Personnel, 12 months ending 30 June 2016

ICD code	Category	Total number of working days lost	% of total working days lost
	Total	60,870	100%
		<i>of which:</i>	
PSD	Mental and behavioural disorders	12,720	20.9%
MSD	Diseases of the musculoskeletal system and connective tissue	9,700	15.9%
DRS	Diseases of the respiratory system	8,860	14.6%
IPO	Certain infectious and parasitic diseases	5,790	9.5%
DDS	Diseases of the digestive system	4,710	7.7%
ACI	Injury, poisoning and certain other consequences of external causes	3,940	6.5%
NGB	Neoplasms	3,400	5.6%
NSS	Diseases of the nervous system	2,850	4.7%
DGY	Diseases of the genito-urinary system	2,400	3.9%
CIR	Diseases of the circulatory system	2,260	3.7%
PCP	Pregnancy, childbirth and the puerperium	810	1.4%
DEM	Diseases of the ear and mastoid process	630	1.0%
DEY	Diseases of the eye and adnexa	570	0.9%
EMN	Endocrine, nutritional and metabolic diseases	450	0.7%
BFO	Diseases of the blood forming organs and certain disorders....	360	0.6%
SCO	Diseases of the skin and subcutaneous tissue	340	0.6%
OPP	Factors influencing health status and contact with health service	-	-
SID	Cause of Absence Not Yet Known	1,060	1.7%

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

	12 Months Ending				12 Months Ending				
	30-Jun-14	30-Sep-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Sep-15	31-Dec-15	31-Mar-16	30-Jun-16
Trading Fund personnel (All ICD 10 Codes)	45 600	45 370	44 620	26 670	26 450	26 960	25 760	26 150	26 640
ACI Injury, poisoning and certain other consequences of external causes	2 780	3 060	2 870	1 130	1 450	1 260	1 360	940	660
BFO Diseases of the blood forming organs and certain disorders....	290	220	240	90	~	80	160	240	230
CIR Diseases of the circulatory system	970	830	830	330	370	750	610	670	750
DDS Diseases of the digestive system	3 350	3 210	2 920	1 650	1 660	1 660	1 660	2 050	2 310
DEM Diseases of the ear and mastoid process	280	260	290	170	160	160	130	100	100
DEY Diseases of the eye and adnexa	300	250	400	240	330	260	230	160	160
DGY Diseases of the genito-urinary system	520	480	530	370	520	570	470	430	280
DRS Diseases of the respiratory system	6 750	6 870	6 780	5 740	5 820	5 770	5 410	5 260	5 460
EMN Endocrine, nutritional and metabolic diseases	200	290	430	220	250	230	140	90	100
IPO Certain infectious and parasitic diseases	3 770	3 990	4 470	3 600	3 400	3 490	3 090	2 990	2 940
MSD Diseases of the musculoskeletal system and connective tissue	6 950	6 480	6 220	2 490	2 390	2 090	2 060	2 140	2 440
NGB Neoplasms	640	580	450	570	560	600	430	680	900
NSS Diseases of the nervous system	1 570	1 530	1 480	1 070	980	1 030	1 260	1 480	1 630
OPP Factors influencing health status and contact with health service	4 010	4 300	4 290	2 690	2 500	2 540	2 410	2 730	2 400
PCP Pregnancy, childbirth and the puerperium	190	340	380	320	240	130	100	120	130
PSD Mental and behavioural disorders	8 740	8 710	8 890	5 260	4 910	5 750	5 420	4 620	4 610
SCO Diseases of the skin and subcutaneous tissue	470	420	390	160	140	80	50	60	70
SID Cause of Absence Not Yet Known	3 840	3 550	2 750	560	750	520	790	1 400	1 470

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 for 31 March 08 onwards exclude absences where a person is classed as being on zero pay.
3. 1 day OPP Hospital Appointments have been excluded

Table 7B: The total number of working days lost due to sickness absence by ICD code for Trading Fund Civilian Personnel, 12 months ending 30 June 2016

ICD code	Category	Total number of working days lost	% of total working days lost
	Total	26,640	100%
		<i>of which:</i>	
DRS	Diseases of the respiratory system	5,460	20.5%
PSD	Mental and behavioural disorders	4,610	17.3%
IPO	Certain infectious and parasitic diseases	2,940	11.0%
MSD	Diseases of the musculoskeletal system and connective tissue	2,440	9.2%
OPP	Factors influencing health status and contact with health service	2,400	9.0%
DDS	Diseases of the digestive system	2,310	8.7%
NSS	Diseases of the nervous system	1,630	6.1%
NGB	Neoplasms	900	3.4%
CIR	Diseases of the circulatory system	750	2.8%
ACI	Injury, poisoning and certain other consequences of external causes	660	2.5%
DGY	Diseases of the genito-urinary system	280	1.0%
BFO	Diseases of the blood forming organs and certain disorders....	230	0.9%
DEY	Diseases of the eye and adnexa	160	0.6%
PCP	Pregnancy, childbirth and the puerperium	130	0.5%
DEM	Diseases of the ear and mastoid process	100	0.4%
EMN	Endocrine, nutritional and metabolic diseases	100	0.4%
SCO	Diseases of the skin and subcutaneous tissue	70	0.3%
SID	Cause of Absence Not Yet Known	1,470	5.5%

Symbols and Conventions

}	categories merged for some years
	discontinuity in time series
~	fewer than five
*	not applicable
..	not available
p	Provisional
r	Revised
rp	revised but still provisional
e	Estimate
–	Zero or rounded to zero

Italic figures are used for percentages and other rates, except where otherwise indicated.

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 Equivalents (FTE).

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

Background notes

1. Structural changes to the Top Level Budget areas have occurred during the time-series covered by this publication. In some cases this means that figures are not directly comparable across the whole period. To aid understanding of these changes and how they have impacted upon the figures the detail of these changes is provided here:

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 Civilian level 1, 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. For reporting purposes, DE&S will be reported as an extant TLB as at 1 April 2015 to allow comparable analysis of DE&S across the SDSR period covering 1 April 2010 to 1 April 2015. Civilian personnel strength for DE&S from 01 July 2015 onwards will be reported as a Bespoke Trading Entity.

2. 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

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: This contains all those at Level 1 plus Trading Funds and Locally Engaged Civilians. This is used for external reporting, including National Statistics publications, Strategic Defence and Security Review Baseline, UKDS and Parliamentary Business.

Civilian Level 1: Permanent and casual civilian personnel and Royal Fleet Auxiliary, but excludes Trading Funds and Locally engaged civilians. This is generally used for MOD internal reporting and planning.

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: The Dstl is a MOD Trading Fund created on 1 July 2001. 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 Support Group: Defence Support Group (DSG) is a Trading Fund established to support the Armed Forces and deliver wider defence objectives in support of the key Defence Industrial Strategy requirements. DSG's key aim is to provide expert in-house maintenance, repair, overhaul and upgrade services for the through life support of the air, land and maritime systems of the UK Armed Forces. Its mission is to be the preferred supplier of Fleet Management Services to its Customers. It provides engineering support and fleet management services for land based equipment used by the MOD, ranging from radios to main battle tanks. It covers the whole of the UK from a number of strategically located sites and uses large numbers of mobile support teams to cover customers in the UK and worldwide.

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–10 International Statistical Classification of Diseases and Health–related Problems, 10th revision. 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. Until October 2011 the MOD had four Trading Funds - the Defence Support Group, Dstl, the UK Hydrographic Office and the Met Office. As of 1 October 2011, the Met Office transferred their responsibility from MOD to the Department for Business, Information and Skills (BIS).

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.

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.

Until October 2011 the MOD had four Trading Funds - the Defence Support Group, Dstl, the UK Hydrographic Office and the Met Office. As of 1 October 2011, the Met Office transferred their responsibility from MOD to the Department for Business, Information and Skills (BIS). As at 1 April 2015 the Defence Support Group was privatised, with approximately 2,000 posts transferring to Babcock.

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

For general MOD enquiries, please call: 020 7218 9000