

The 60 Second Digest

BITESIZE HR NEWS FOR MOD CIVILIANS AND THEIR MILITARY OR CIVILIAN LINE MANAGERS

Managing Staff Surplus



As announced in 2013 DIB/55, a new policy for managing surplus MOD civilian staff was introduced on Monday 4 November 2013.

Only staff who are defined as 'surplus' – where the numbers/grades of staff employed are more than are needed – can be placed in the Redeployment Pool (RDP). You are now placed in the RDP on your scheduled post end date, with the aim being that you find a new post within six months.

If you need to move posts for other reasons (for example compassionate reasons) you will be a Priority Mover and no longer part of the RDP. Priority Movers will be supported by their line management chain to find an alternative post and will still have access to the Career Consultancy Service and priority status for MOD posts at the level transfer stage of the recruitment process.

Staff who were placed in the RDP prior to 4 November 2013 should have already received a letter telling them that they will either:

- remain in the RDP but will not move across to the new arrangements; or
- as priority movers they will move out of the RDP and be managed by the business.

The letter also explains that surplus staff who entered the RDP before 4 November will retain the same terms as when they entered the RDP with case management support as present and that the Department is looking at options to move to one RDP arrangement in the future. If you are in the RDP and you have not received your letter, you should contact your DBS RDP Case Manager.

Line Managers and individuals will have support from their management chain, HR Business Partners and DBS Civ HR in respect of these changes. The new policy and guidance is available on People Services at:

- Redeployment Pool
- Register Your Redeployment Preferences
- Understand Priority Movers



Reserves Forces Recruitment

Across Government a new campaign has been launched to encourage civil servants to become reservists in the Army, Royal Navy or Royal Air Force.

Find out more about the campaign and how to become a Reservist at: [Information for Reservists](#).



60 Second Digest Annual Reader Survey - The Results

Many thanks to everyone who took the time to complete the readers survey in September. We had 366 responses and the headline results were:

90% Agreed or Strongly Agreed it was about the right length.

95% Agreed or Strongly Agreed it was clear and concise.

87% Agreed or Strongly Agreed it was free of HR jargon.

87% Agreed or Strongly Agreed it was a good way of receiving HR and Pay news in the MOD.

55% Subscribed to the 60 Second News RSS Feed.

Below are just some of your comments:

“Just the right size to point you in the right direction without overloading with information.”

“One of the most useful sources of information available at the moment.”

“A good communication that is informative and easy to understand.”

We'll be looking at some of your suggestions for improvement over the coming months. More details on the results and an outline of our planned actions will be published in December.



Did you know... we are simplifying HR information?

The portal content for both Recruitment and Position Management has just been re-presented on People Services with the aim of making it simpler for the customer to understand and follow.

Why not take a look at the new content today by visiting the following areas at the links below?

- Before Starting a Recruitment Campaign
- Recruiting Within the MOD and Wider Civil Service
- External Recruitment
- Register Availability and Apply for Posts
- View and update post and post holder details for your team

We welcome your comments on the People Services website - what you like and what needs to be improved. Please let us know what you think by selecting the blue "Feedback" button on the left hand side of the front page of People Services.



Payroll Upgrade Project Update

At the time of publishing the 60 Seconds Digest, the project to upgrade the payroll system is progressing to plan and DBS remain on target to restore access to online forms and online Pay Statements on Tuesday 5 November 2013.

For more details please refer to the Payroll Upgrade Hot Topic on People Services.



Sign up to 60 Second News (RSS Feed)

Our recent readers survey showed that 55% of respondents are using our "60 Second News" RSS Feed. This is excellent, however, to ensure more readers stay up to date with the latest news, alerts and releases of publications on People Services we would like to increase our subscribers.

To set up the feed, you will need to enter the following URL into your MyMoss Subscriptions page: <http://pppaintranet.chris.r.mil.uk/blogs/60secondnews/feed/>

If you are unsure how to add a subscription on MyMoss, visit this link for guidance.



MOD Your Say Survey 2013

MOD Your Say Survey 2013 closed on 31 October.

Thank you to everyone who took the time to complete the survey and for your useful comments which we value. The final figure on how many of you took part will be published shortly.

The results of the survey will be available on the Defence Intranet in late November. PUS and his senior team will discuss the areas of most concern, and an action plan on how we can improve will be published in the New Year.

TLBs and local teams will be encouraged to share their results with their staff during December and work with them on local activities that will have the most impact on you. If you do not hear about your local results by the end of December, do ask your your line management chain what the survey results told them and how they will take action forward.

NATO Defense College



The Senior Officers' Course is a six month residential course held at the NATO Defense College in Rome and runs twice yearly. The next course will run from 24 February 2014 to 25 July 2014 (inclusive).

Pay Bands B1, B2 or C1 are eligible to apply and will compete for one place on the course and will go through an application, sift and interview process.

Eligible staff can now apply for a place. Please refer to 2013DIN01-208 for further information. You should contact DBS for an application form and submit by the closing date of **11 November 2013**.



Line Managers Corner: Course 'Recruitment - Getting it Right'

Recruiting Line Managers and Independents are reminded that the Defence Academy CMT G066 course 'Recruitment - Getting it Right' is currently unavailable. The course content is in the process of being updated and the course will be reinstated once the update has been completed which is expected to be early in 2014.

You can find out more about mandatory training which is required for recruitment purposes at the following link: [What training is mandatory before participating in the selection process in any capacity?](#)

Equality and Diversity News



The MOD Lesbian, Gay, Bisexual and Transgender (LGBT) Employee Network has recently launched an improved LGBT Forum on the Defence Intranet as a resource for all staff with an interest in LGBT issues.

The Intranet pages contain news items, sources of support including a Line Managers Guide to LGBT in the Workplace and an LGBT Guide to MOD HR Policies, learning and keeping in touch information. You can access the forum on Defence Intranet > Community > Community Networks > MOD Lesbian, Gay, Bisexual and Transgender Forum.

If you would like to get involved in the network, join the distribution list, or provide suggestions/feedback please email LGBT-GroupMailbox@mod.uk.



Pay Statement Online

Available: 22 November 2013

More Information:-



Ministry of Defence

DBS Civ HR Contact Centre
Mil: 93345 7772
Civ: 0800 345 7772 or
Overseas: 0044 1225 747772

Editorial Team, 60 Second Digest

The 60 Second Digest is a DBS Civilian HR production and feedback to the editorial team is welcomed.



Please email feedback on this publication to peopleservices@dbs.mod.uk entering "60 Second Digest" into the subject field.