



# Ministry of Defence



## Quarterly Civilian Personnel Report (QCPR) 1 April 2016

This statistical release presents figures on the strengths, intake and outflow of all civilian personnel employed by the Ministry of Defence, represented by Level 0. For MOD internal reporting and planning Civilian Level 1 is used which includes permanent and casual civilian personnel and Royal Fleet Auxiliary, but excludes Trading Funds and Locally engaged civilians.

Direct comparisons with Level 1 data from 1 July 2015 with previous time periods are not always possible due to changes in categorisation. Defence Equipment and Support (DE&S) changed status as at 1 April 2015 and was reclassified as a Bespoke Trading Entity, reported under the title DE&S Bespoke Trading Entity. It was reported in the same format as current Trading Funds, outside Level 1 definition, but within Level 0 definition from 1 July 2015.

### Key Points and Trends

#### MOD civilian personnel strength (FTE)

at 1 April 2016

*a decrease of 1,920 (3.3%) compared with 1 April 2015*

▼ **56,240**

#### MOD civilian personnel inflow

12 months to 31 March 2016

*a decrease of 110 (2.8%) compared with previous 12 months*

▼ **4,210**

#### MOD civilian personnel outflow

12 months to 31 March 2016

*a decrease of 990 (15.1%) compared with previous 12 months*

▼ **5,570**

#### MOD civilian personnel non-industrial grade breakdown

at 1 April 2016

SCS	0.7 per cent
Band B	5.5 per cent
Band C	31.9 per cent
Band D	20.7 per cent
Band E	41.1 per cent

#### MOD civilian personnel (diversity)

There has been little change in the diversity representation of the civilian personnel for gender, ethnicity, sexual orientation, religion or working patterns since April 2010

**Responsible statistician:** Civilian Personnel Head of Branch 020 7218 1359

[DefStrat-Stat-Civ-Hd@mod.uk](mailto:DefStrat-Stat-Civ-Hd@mod.uk)

Further information/mailling list: [DefStrat-Stat-CivEnquiries@mod.uk](mailto:DefStrat-Stat-CivEnquiries@mod.uk)

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

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## Contents

Definitions	page 2	Other bulletins in this series can be found at: <a href="https://www.gov.uk/government/collection/s/mod-civilian-personnel-quarterly-statistics-index">https://www.gov.uk/government/collection/s/mod-civilian-personnel-quarterly-statistics-index</a>
Civilian Personnel (FTE)	page 3	
Civilian Personnel (Headcount)	page 8	
Intake and Outflow (Headcount)	page 12	
Annex Tables	page 20	
Background notes	page 22	
Glossary	page 27	
Further information	page 31	

## Definitions

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

	Civilian Level 0	Civilian Level 1	Core Civilian personnel (strength)	Civilian personnel (Intake/Outflow)
Top Level Budgetary area (TLB)	✓	✓	✓	✓
Royal Fleet Auxiliary (RFA)	✓	✓		
DE&S Trading Entity	✓			✓
Trading Funds	✓			✓
Locally engaged civilians (LEC)	✓			

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

**Royal Fleet Auxiliary (RFA):** 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 Royal Navy's command and control system and forms a vital part of maritime operations.

**DE&S Trading Entity:** Defence Equipment and Support (DE&S) is reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB.

**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.

**Locally engaged civilians:** MOD employs a number of civilian personnel overseas, known as Locally engaged civilians (LECs). 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.

### A National Statistics publication

The United Kingdom Statistics Authority has designated these statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 and signifying compliance with the Code of Practice for Official Statistics. Designation can be broadly interpreted to mean the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods; and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

## Civilian Personnel by Top Level Budgetary Area (FTE)

### Full Time Equivalent (Table 1)

The Ministry of Defence total civilian population (Level 0) as at 1 April 2016 was 56,240 a reduction of 29,610 (34.5 per cent) compared with 1 April 2010. The net change comprised of:

Group	FTE	
	FTE as at 1 April 2016	Change compared with 1 April 2010
Top Level Budgetary areas	35,700	-27,890
Royal Fleet Auxiliary	1,950	-370
DE&S Trading Entity	9,840	9,840*
Trading Funds	4,400	-5,330
Locally engaged civilians	4,350	-5,850
<b>Civilian Level 0 Total</b>	<b>56,240</b>	<b>-29,610</b>

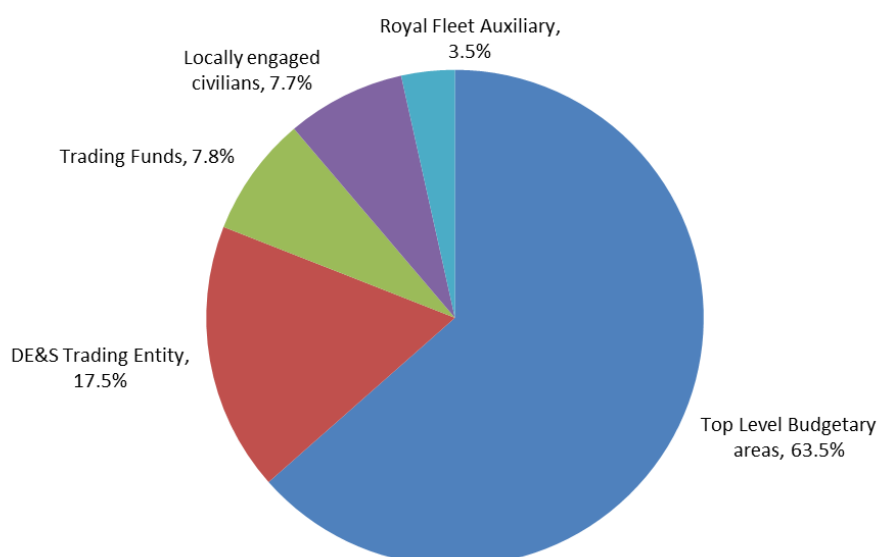
\* DE&S Trading Entity was reported as a TLB until 01 July 2015.

The Level 1 (TLBs and RFA) personnel as at 1 April 2016 was 37,660. The most notable change to this population occurred when the Defence Equipment and Support (DE&S) changed status and was reclassified as a Bespoke Trading Entity. It was identified under the title DE&S Bespoke Trading Entity, and reported in the same format as current Trading Funds, outside Level 1 definition, but within Level 0 definition with effect from 1 July 2015. The DE&S Trading Entity personnel as at 1 April 2016 was 9,840.

The Trading Funds personnel total as at 1 April 2016 was 4,400, a decrease of 54.8 per cent (5,330 personnel) compared with 1 April 2010. In April 2015 there was a fall of 36.0 per cent (2,530 personnel) compared with the previous quarter. This was mainly due to the sale of the MODs Defence Support Group land business, where 2,000 personnel transferred to Babcock Ltd. The latest quarterly comparison showed a small decrease of 1.5 per cent (70 personnel).

The number of Locally engaged civilians as at 1 April 2016 was 4,350, a decrease of 57.4 per cent (5,850 personnel) compared with 1 April 2010. The LEC personnel total at 1 April 2016 showed a reduction of 70 personnel (a fall of 1.7 per cent) compared with the previous quarter.

### Breakdown of Civilian personnel (FTE) by main groups, as at 1 April 2016



**Table 1 - Civilian personnel by Top Level Budgetary Area (Full Time Equivalent)**

	FTE						
	2010 1 Apr	2014 1 Apr	2015 1 Apr	2015 1 Jul	2015 1 Oct	2016 1 Jan	2016 1 Apr
Navy Command	2,430	2,490	2,520	2,510	2,530	2,560	2,560
Land Forces	16,480	10,950	10,690	10,650	10,470	10,390	10,360
HQ Air Command	8,660	5,240	5,040	4,980	4,930	4,830	4,810
Central TLB <sup>1</sup>	16,650	*	*	*	*	*	*
Head Office & Corporate Services <sup>1</sup>	*	7,300	7,840	7,800	7,910	7,870	7,830
Chief of Joint Operations <sup>1</sup>	290	*	*	*	*	*	*
Joint Forces Command <sup>1</sup>	*	5,570	5,870	6,030 <sup>r</sup>	5,970	6,000	5,940
Defence Equipment & Support <sup>1,2</sup>	16,150	10,450	10,610 II	*	*	*	*
Defence Infrastructure Organisation <sup>1</sup>	2,830	4,520	4,170	4,150	4,140	4,160	4,200
Unallocated	100	60	20	-	-	-	-
Royal Fleet Auxiliary (RFA)	2,330	1820	1890	1,910	1,920	1,930	1,950
<i>of which:</i>							
<i>Apprentices</i>	..	..	..	10	40	50	80
<i>Cadets</i>	..	70	80	90	80	90	80
<i>Civilians</i>	..	200	180	180	180	170	170
<i>Sponsored Reserves</i>	..	1550	1640	1,630	1,620	1,620	1,620
<b>Civilian Level 1 Total</b>	<b>65,920</b>	<b>48,400</b>	<b>48,650 II</b>	<b>38,040<sup>r</sup></b>	<b>37,880</b>	<b>37,760</b>	<b>37,660</b>
<b>DE&amp;S Trading Entity<sup>2</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>10,530</b>	<b>9,530</b>	<b>9,650</b>	<b>9,840</b>
<b>Trading Funds Total</b>	<b>9,730</b>	<b>7,110</b>	<b>4,490</b>	<b>4,560</b>	<b>4,510</b>	<b>4,470</b>	<b>4,400</b>
Defence Science & Technology Laboratory	3,700	3,690	3,550	3,650	3,620	3,580	3,500
Defence Support Group	3,230	2,400	*	*	*	*	*
Hydrographic Office	970	1,020	940	910	890	890	900
Met Office <sup>1</sup>	1,840	*	*	*	*	*	*
<b>Locally engaged civilians (LEC) Total<sup>3</sup></b>	<b>10,200</b>	<b>6,990</b>	<b>5,020</b>	<b>5,070</b>	<b>4,950</b>	<b>4,420</b>	<b>4,350</b>
<b>Civilian Level 0 Total</b>	<b>85,850</b>	<b>62,500</b>	<b>58,160</b>	<b>58,200<sup>r</sup></b>	<b>56,860</b>	<b>56,310</b>	<b>56,240</b>

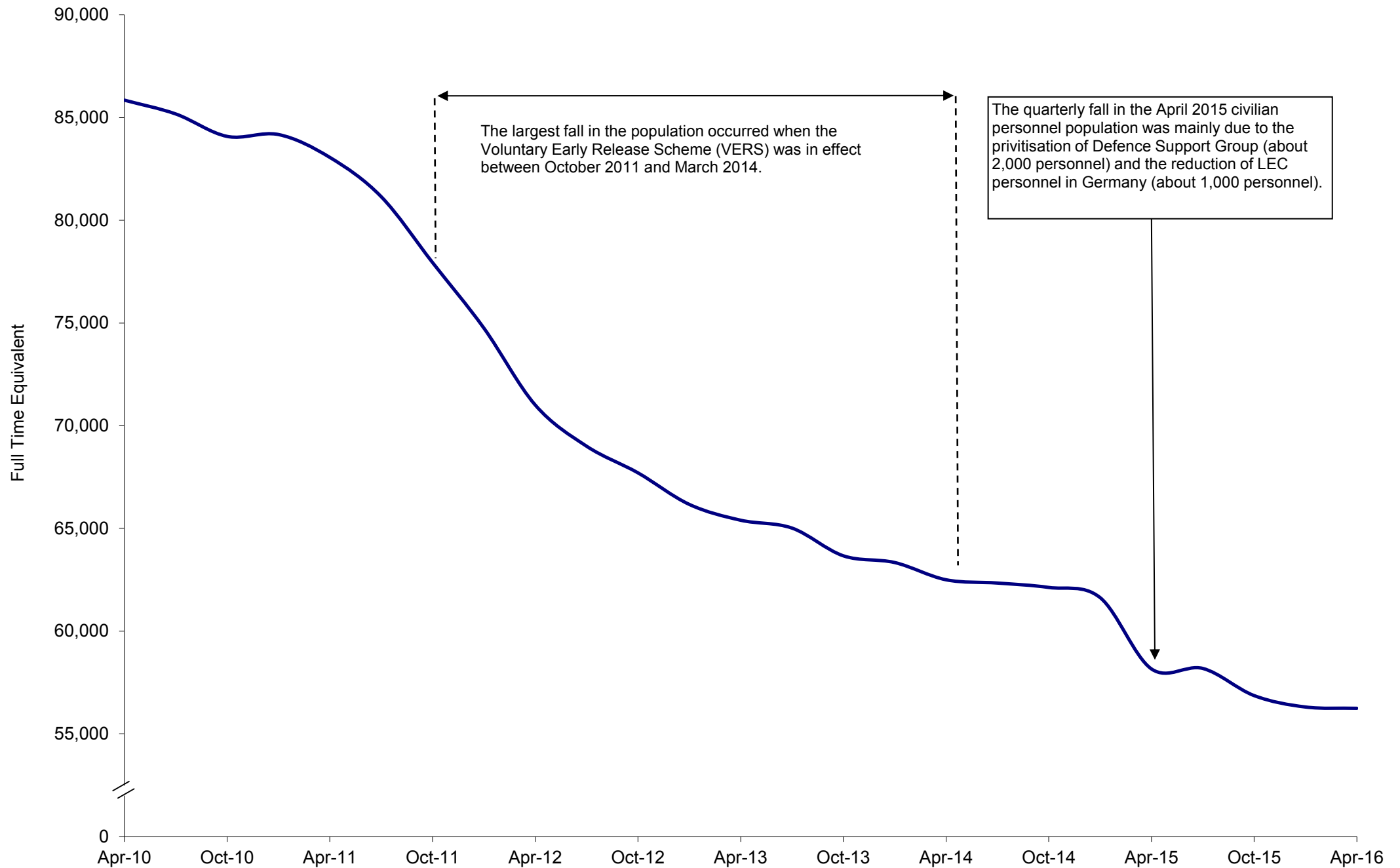
Source: Defence Statistics (Civilian)

**Notes:**

1. There have been a number of changes to the structure of Core TLBs and Trading Funds which affect the direct comparability of data across the time-period. Changes prior to the most recent quarter are detailed in paragraph 2.7 of the Background Notes.
2. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015. See paragraph 2.7 of the Background Notes.
3. Since April 2012 actual FTE figures have been available for LECs and used subsequently from this date.

"r" indicates revision due to correction of a methodological error.

**Graph 1 - Civilian Level 0 personnel strengths (Full Time Equivalent)**



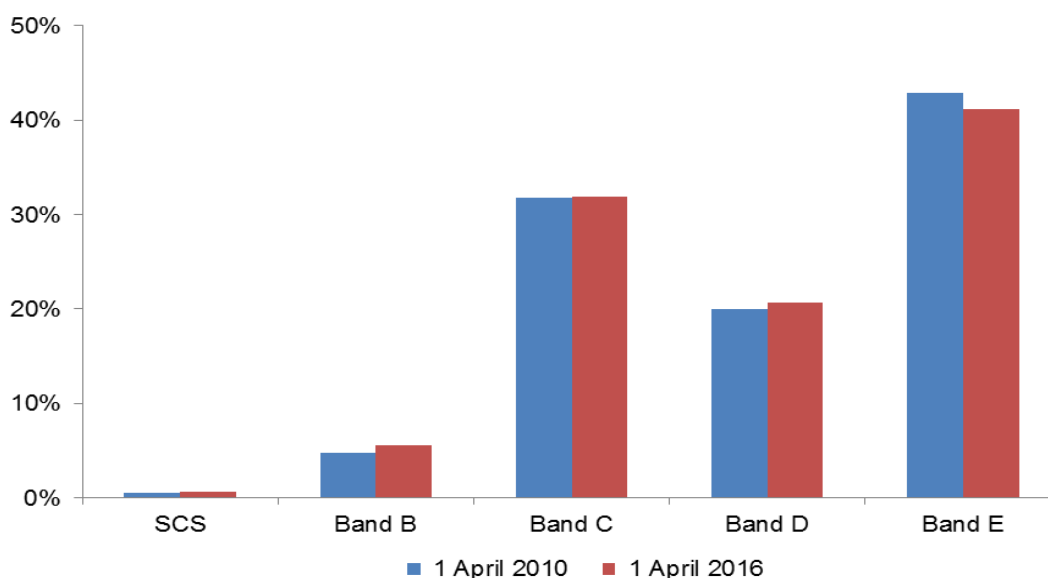
## Civilian Personnel by Grade Equivalence

### Full Time Equivalent (Table 2)

Due to the re-categorization of Defence Equipment and Support from a MOD Main TLB to a Bespoke Trading Entity, it is not possible to undertake a like for like comparison of volume change in grade (except firefighters) from 1 July 2015. A comparison of the proportion each grade is of the total provides indicative evidence of changes across the period.

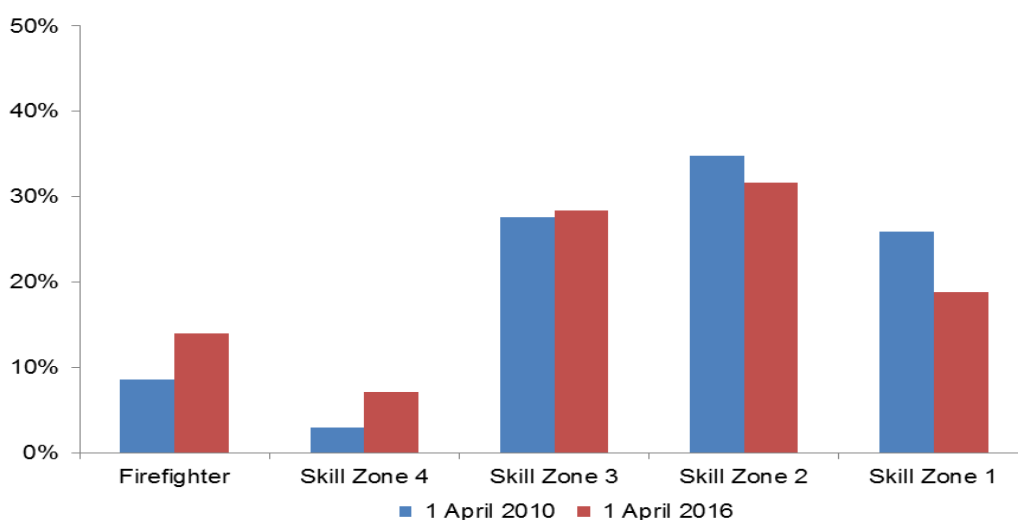
The proportion of civilian personnel in a Top level Budgetary Area (TLB) who were non-industrial has remained relatively constant since April 2010. The proportion has ranged from 82.6 to 84.9 per cent, and as at 1 April 2016 it was 84.9 per cent.

### Proportion of non-industrial civilian personnel, by grade\*



\* Excludes unknown grades.

### Proportion of industrial civilian personnel, by grade\*



\* Excludes apprentices.

Although the proportion of non-industrial civilian personnel, by grade has remained fairly stable when comparing April 2016 with April 2010, there has been some variation during this period, most notably at Band C (which ranged from 31.6 per cent to 37.7 per cent) and Band E (34.3 per cent to 42.7 per cent). For industrial grades, the greatest variation was for Skill Zone 1 (15.4 per cent to 25.4 per cent).

**Table 2 - Civilian personnel by grade equivalence<sup>1</sup> (Full Time Equivalent)**

	FTE						
	2010 1 Apr	2014 1 Apr	2015 1 Apr	2015 1 Jul	2015 1 Oct	2016 1 Jan	2016 1 Apr
<b>Civilian Level 0 Total</b>	<b>85,850</b>	<b>62,500</b>	<b>58,160</b>	<b>58,200<sup>r</sup></b>	<b>56,860</b>	<b>56,310</b>	<b>56,240</b>
<b>Non Industrial Total</b>	<b>52,570</b>	<b>39,040</b>	<b>39,540 II</b>	<b>30,450<sup>r</sup></b>	<b>30,360</b>	<b>30,360</b>	<b>30,320</b>
SCS & Equivalent <sup>2</sup>	290	230	250 II	190	180	190	200
Band B1 & Equivalent	670	660	700 II	410	410	410	410
Band B2 & Equivalent	1,800	1,670	1,970 II	1,210	1,230	1,250	1,270
Band C1 & Equivalent	6,160	5,660	5,750 II	3,280 <sup>r</sup>	3,290	3,330	3,320
Band C2 & Equivalent	10,470	8,930	9,130 II	6,440	6,350	6,350	6,340
Band D & Equivalent	10,440	8,110	8,110 II	6,300	6,300	6,290	6,270
Band E1 & Equivalent	15,630	9,970	9,900 II	9,140	9,210	9,170	9,170
Band E2 & Equivalent	6,820	3,730	3,660 II	3,430	3,330	3,300	3,280
Other <sup>3</sup>	290	70	60 II	60	60	60	70
<b>Industrial<sup>4</sup> Total</b>	<b>11,020</b>	<b>7,540</b>	<b>7,220 II</b>	<b>5,670</b>	<b>5,590</b>	<b>5,480</b>	<b>5,380</b>
Firefighter	930	840	810	800	780	760	760
Skill Zone 4	320	350	420 II	410	400	390	380
Skill Zone 3	2,990	2,240	2,150 II	1,630	1,610	1,550	1,530
Skill Zone 2	3,760	2,760	2,530 II	1,750	1,740	1,730	1,700
Skill Zone 1	2,800	1,210	1,110 II	1,080	1,060	1,040	1,020
Apprentice	210	140	190 II	~	~	~	~
<b>Royal Fleet Auxiliary Total<sup>5</sup></b>	<b>2,330</b>	<b>1,820</b>	<b>1,890</b>	<b>1,910</b>	<b>1,920</b>	<b>1,930</b>	<b>1,950</b>
<b>DE&amp;S Trading Entity Total<sup>6</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>10,530</b>	<b>9,530</b>	<b>9,650</b>	<b>9,840</b>
<b>Trading Funds Total<sup>5</sup></b>	<b>9,730</b>	<b>7,110</b>	<b>4,490</b>	<b>4,560</b>	<b>4,510</b>	<b>4,470</b>	<b>4,400</b>
<b>Locally engaged civilians Total<sup>5,7</sup></b>	<b>10,200</b>	<b>6,990</b>	<b>5,020</b>	<b>5,070</b>	<b>4,950</b>	<b>4,420</b>	<b>4,350</b>

Source: Defence Statistics (Civilian)

**Notes:**

1. Grade equivalence is shown in terms of the broader banding structure and is based on paid grade.
2. Includes personnel outside the Senior Civil Service but of equivalent grade, primarily Senior Medical Specialists.
3. 'Other' represents core civilian personnel for whom no grade information is available.
4. 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.
5. Data by grade are not available for Royal Fleet Auxiliary, Trading Funds and Locally engaged civilians.
6. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015. See paragraph 2.7 of the Background Notes.
7. Since April 2012 actual FTE figures for Locally engaged civilians have been available and used subsequently from this date.

"r" indicates revision due to correction of a methodological error.

## Civilian Personnel by Top Level Budgetary Area (Headcount)

### Headcount (Table 3)

The Ministry of Defence total civilian headcount (Level 0) as at 1 April 2016 was 57,910, a fall of 32,060 personnel (35.6 per cent) compared with 1 April 2010. In the quarter ending April 2015 there was a reduction of 6.4 per cent, which was largely due to the privatisation and transfer of about 2,000 personnel from DSG to Babcock. There was a 0.1 per cent decrease (60 personnel) in the quarter to April 2016.

HQ Air Command had the largest percentage reduction in headcount personnel, with a decrease of 44.7 per cent (4,010 personnel) since 1 April 2010, while Land Forces numbers decreased the most (6,490 personnel), equating to a 37.7 per cent decrease.

As at 1 April 2016, the Bespoke Trading Entity (Defence Equipment and Support) reduced personnel by 39.1 per cent compared with 1 April 2010, from 16,540 to 10,070 personnel. The main decrease occurred in the quarterly period to April 2014, when there was a fall of 19.1 per cent (2,530 personnel). This is explained by the transfer of responsibility and personnel for some support functions in DE&S to Navy Command, Head Office & Corporate Services and Joint Forces Command, as part of the Materiel Strategy Programme. The quarterly period to 1 April 2016 showed an increase of 2.0 per cent (190 personnel).

The number of Locally engaged civilians has fallen by 62.9 per cent from April 2010 (11,980 personnel) to April 2016 (4,450 personnel). The latest quarterly change showed a 1.8 per cent decrease (80 personnel).

### Headcount (Table 4)

There has been little change in the diversity representation of the civilian personnel for gender, ethnicity, sexual orientation, religion or working patterns since April 2010.

Female representation showed small quarterly increases from April 2013 to April 2015, where it stood at 38.1 per cent. In July 2015 there was a rise of 2.2 percentage points compared to the previous quarter. The scale of this increase was mainly due to the transfer of the Defence Equipment and Support from a TLB to a Bespoke Trading Entity, whose headcount breakdown as at 1 July 2015 was 69 per cent male and 31 per cent female. Had DE&S remained as a TLB then the female representation rate would have been 38.3 per cent. As at 1 April 2016, the figure was 40.6 per cent, a 0.2 percentage point increase from the previous quarter.

'Black, Asian and Minority Ethnic' (BAME) representation rates increased from April 2010 to April 2013 from 3.2 to 3.8 per cent and then increased at a slower rate to 4.1 per cent by April 2015, and has increased slightly to 4.2 per cent at April 2016. The proportion of 'Lesbian, Gay and Bisexual' (LGB) personnel increased 0.4 percentage points from April 2010 to April 2013 (from 1.3 per cent to 1.7 per cent) and has remained stable since, with a small increase to 1.9 per cent as at 1 April 2016. Non-Christian representation has remained relatively stable throughout at 5.2 per cent.

The proportion of personnel who chose not to declare or did not respond in April 2016 compared with April 2010 increased by 4.3 percentage points, from 12.9 per cent to 17.2 per cent for ethnicity, decreased 3.0 percentage points from 39.8 per cent to 36.8 per cent for sexual orientation, and decreased by 0.6 percentage points from 37.6 per cent to 36.9 per cent for religion or belief.

From 1 April 2010 to 1 April 2016 the proportion of part-time personnel has ranged between 9.5 per cent (1 January 2013) and 10.9 per cent (1 July 2015). The proportion as at 1 April 2016 was 10.6 per cent, a 0.1 percentage point increase from the previous quarter.

**Table 3 - Civilian personnel by Top Level Budgetary Area (Headcount)**

	Headcount						
	2010 1 Apr	2014 1 Apr	2015 1 Apr	2015 1 Jul	2015 1 Oct	2016 1 Jan	2016 1 Apr
Navy Command	2,550	2,600	2,630	2,610	2,640	2,660	2,670
Land Forces	17,200	11,350	11,090	11,040	10,830	10,740	10,710
HQ Air Command	8,960	5,380	5,190	5,130	5,080	4,980	4,960
Central TLB <sup>1</sup>	17,130	*	*	*	*	*	*
Head Office & Corporate Services <sup>1</sup>	*	7,510	8,060	8,020	8,130	8,100	8,050
Chief of Joint Operations <sup>1</sup>	290	*	*	*	*	*	*
Joint Forces Command <sup>1</sup>	*	5,800	6,110	6,280	6,220	6,250	6,180
Defence Equipment & Support <sup>1,2</sup>	16,540	10,670	10,850	*	*	*	*
Defence Infrastructure Organisation <sup>1</sup>	2,910	4,590	4,240	4,230	4,220	4,240	4,280
Unallocated	100	60	20	-	-	-	-
Royal Fleet Auxiliary (RFA)	2,330	1,820	1,890	1,910	1,920	1,930	1,950
<i>of which:</i>							
Apprentices	..	..	..	10	40	50	80
Cadets	..	70	80	90	80	90	80
Civilians	..	200	180	180	180	170	170
Sponsored Reserves	..	1550	1640	1,630	1,620	1,620	1,620
<b>Civilian Level 1 Total</b>	<b>68,010</b>	<b>49,790</b>	<b>50,080 II</b>	<b>39,230</b>	<b>39,040</b>	<b>38,910</b>	<b>38,810</b>
<b>DE&amp;S Trading Entity<sup>2</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>10,780</b>	<b>9,750</b>	<b>9,880</b>	<b>10,070</b>
<b>Trading Funds Total</b>	<b>9,980</b>	<b>7,340</b>	<b>4,670</b>	<b>4,740</b>	<b>4,700</b>	<b>4,650</b>	<b>4,570</b>
Defence Science & Technology Laboratory	3,800	3,840	3,690	3,800	3,770	3,720	3,640
Defence Support Group	3,270	2,430	*	*	*	*	*
Hydrographic Office	1,000	1,080	980	940	930	930	930
Met Office	1,900	*	*	*	*	*	*
<b>Locally engaged civilians Total</b>	<b>11,980</b>	<b>8,080</b>	<b>5,150</b>	<b>5,220</b>	<b>5,050</b>	<b>4,530</b>	<b>4,450</b>
<b>Civilian Level 0 Total</b>	<b>89,970</b>	<b>65,220</b>	<b>59,900</b>	<b>59,970</b>	<b>58,540</b>	<b>57,970</b>	<b>57,910</b>

Source: Defence Statistics (Civilian)

**Notes:**

1. There have been a number of changes to the structure of Core TLBs and Trading Funds which affect the direct comparability of data across the time-period.
2. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015.

**Summary table showing change in Civilian personnel (Headcount) by main groups**

	Headcount	
Group	Headcount as at 1 April 2016	Change compared with 1 April 2010
Top Level Budgetary areas	36,860	-28,820
Royal Fleet Auxiliary	1,950	-370
DE&S Trading Entity	10,070	10,070*
Trading Funds	4,570	-5,400
Locally engaged civilians	4,450	-7,530
<b>Civilian Level 0 Total</b>	<b>57,910</b>	<b>-32,060</b>

**Table 4 - Core<sup>1</sup> civilian personnel by sex, ethnicity, disability, sexual orientation, religion or belief and working patterns (Headcount)**

	Headcount						
	2010 1 Apr	2014 1 Apr	2015 1 Apr	2015 1 Jul	2015 1 Oct	2016 1 Jan	2016 1 Apr
<b>Sex</b>							
<b>Total</b>	<b>65,680</b>	<b>47,970</b>	<b>48,180 II</b>	<b>37,320</b>	<b>37,120</b>	<b>36,990</b>	<b>36,860</b>
Female	25,390	18,100	18,340 II	15,010	14,970	14,950	14,960
<i>Percentage Female</i>	38.7	37.7	38.1 II	40.2	40.3	40.4	40.6
Male	40,290	29,880	29,840 II	22,310	22,140	22,040	21,900
<b>Ethnicity</b>							
<b>Total</b>	<b>65,680</b>	<b>47,970</b>	<b>48,180 II</b>	<b>37,320</b>	<b>37,120</b>	<b>36,990</b>	<b>36,860</b>
Black, Asian and Minority Ethnic	1,830	1,620	1,660 II	1,290	1,280	1,290	1,290
<i>Percentage<sup>2</sup> (BAME)</i>	3.2	3.9	4.1 II	4.1	4.1	4.2	4.2
White	55,400	39,780	39,090 II	30,060	29,790	29,560	29,240
Choose Not to Declare	3,230	1,600	1,580 II	1,170	1,160	1,150	1,170
No Response	5,220	4,970	5,850 II	4,800	4,880	4,990	5,150
<b>Disability<sup>3</sup></b>							
<b>Total</b>	<b>65,680</b>	<b>..</b>	<b>.. II</b>	<b>..</b>	<b>..</b>	<b>..</b>	<b>..</b>
Disabled	3,820	..	.. II	..	..	..	..
<i>Percentage<sup>2</sup> Disabled</i>	7.0	..	.. II	..	..	..	..
Not Disabled	50,470	..	.. II	..	..	..	..
Choose Not to Declare	-	..	.. II	..	..	..	..
No Response	11,400	..	.. II	..	..	..	..
<b>Sexual Orientation</b>							
<b>Total</b>	<b>65,680</b>	<b>47,970</b>	<b>48,180 II</b>	<b>37,320</b>	<b>37,120</b>	<b>36,990</b>	<b>36,860</b>
Lesbian, Gay, Bisexual	520	540	530 II	420	420	440	440
<i>Percentage<sup>2</sup> Lesbian, Gay, Bisexual</i>	1.3	1.7	1.7 II	1.7	1.8	1.9	1.9
Heterosexual	39,010	31,170	30,660 II	23,370	23,200	23,030	22,850
Choose Not to Declare	12,700	7,930	7,440 II	5,460	5,370	5,300	5,200
No Response	13,450	8,340	9,560 II	8,080	8,120	8,220	8,380
<b>Religion or Belief</b>							
<b>Total</b>	<b>65,680</b>	<b>47,970</b>	<b>48,180 II</b>	<b>37,320</b>	<b>37,120</b>	<b>36,990</b>	<b>36,860</b>
Christian	29,510	22,050	21,310 II	16,740	16,540	16,350	16,190
Non Christian Religion <sup>4</sup>	2,090	1,620	1,560 II	1,230	1,220	1,210	1,200
<i>Percentage<sup>2</sup> Non Christian</i>	5.1	5.1	5.0 II	5.2	5.2	5.2	5.2
Secular <sup>5</sup>	9,400	8,110	8,200 II	5,840	5,860	5,880	5,850
Choose Not to Declare	11,460	7,860	7,460 II	5,410	5,330	5,280	5,190
No Response	13,220	8,340	9,650 II	8,110	8,170	8,270	8,420
<b>Working Patterns</b>							
<b>Total</b>	<b>65,680</b>	<b>47,970</b>	<b>48,180 II</b>	<b>37,320</b>	<b>37,120</b>	<b>36,990</b>	<b>36,860</b>
Part Time	6,740	4,750	4,850 II	4,060	3,930	3,900	3,890
<i>Percentage<sup>2</sup> Part Time</i>	10.3	9.9	10.1 II	10.9	10.6	10.5	10.6
Full Time	58,950	43,220	43,340 II	33,250	33,190	33,090	32,970
<b>DE&amp;S Trading Entity<sup>6</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>10,780</b>	<b>9,750</b>	<b>9,880</b>	<b>10,070</b>
<b>Trading Funds Total</b>	<b>9,980</b>	<b>7,340</b>	<b>4,670</b>	<b>4,740</b>	<b>4,700</b>	<b>4,650</b>	<b>4,570</b>
<b>Royal Fleet Auxiliary Total</b>	<b>2,330</b>	<b>1,820</b>	<b>1,890</b>	<b>1,910</b>	<b>1,920</b>	<b>1,930</b>	<b>1,950</b>
<b>Locally engaged civilians Total</b>	<b>11,980</b>	<b>8,080</b>	<b>5,150</b>	<b>5,220</b>	<b>5,050</b>	<b>4,530</b>	<b>4,450</b>
<b>Civilian Level 0 Total</b>	<b>89,970</b>	<b>65,220</b>	<b>59,900</b>	<b>59,970</b>	<b>58,540</b>	<b>57,970</b>	<b>57,910</b>

Source: Defence Statistics (Civilian)

**Notes:**

1. Core includes all industrial and non-industrial personnel, but excludes all Trading Funds, Royal Fleet Auxiliary and Locally engaged civilians for whom declaration data are not available. Aggregate numbers for these groups are shown at the bottom of the table.
2. Percentages are based on known declarations as recorded on HRMS, and exclude data for unknown or undeclared entries. Percentages are calculated from unrounded figures and are shown to 1 decimal place.
3. Due to the HRMS reset of the disability field on 18 April 2011 to accommodate the new disability reporting requirements, insufficient numbers of personnel have made disability declarations to be able to report disability representation with any statistical validity from July 2011. Further information can be found in :  
[Diversity Dashboard](#)
4. Non Christian Religion refers to all those declaring religious beliefs other than Christian denominations.
5. Secular refers to all those declaring that they have no religious beliefs.
6. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015. See paragraph 2.7 of the Background Notes.

## Intake and Outflow of Civilian Personnel (Headcount)

The annual intake of civilian personnel in the 12 months to 31 March 2016 was 4,210, a 2.8 per cent increase (110 personnel) compared with the previous 12 months. Of this total:

- 61.7 per cent (2,600 personnel) were recruited into MOD Main TLBs
- 26.5 per cent (1,120 personnel) were recruited by a Bespoke Trading Entity
- 11.7 per cent (500 personnel) were recruited into a Trading Fund

The annual outflow of civilian personnel in the 12 months to 31 March 2016 was 5,570, a 15.1 per cent decrease (990 personnel) compared with the previous 12 months. Of this total:

- 57.1 per cent (3,180 personnel) were from MOD Main TLBs
- 32.3 per cent (1,800 personnel) were from a Bespoke Trading Entity
- 10.5 per cent (590 personnel) were from Trading Funds

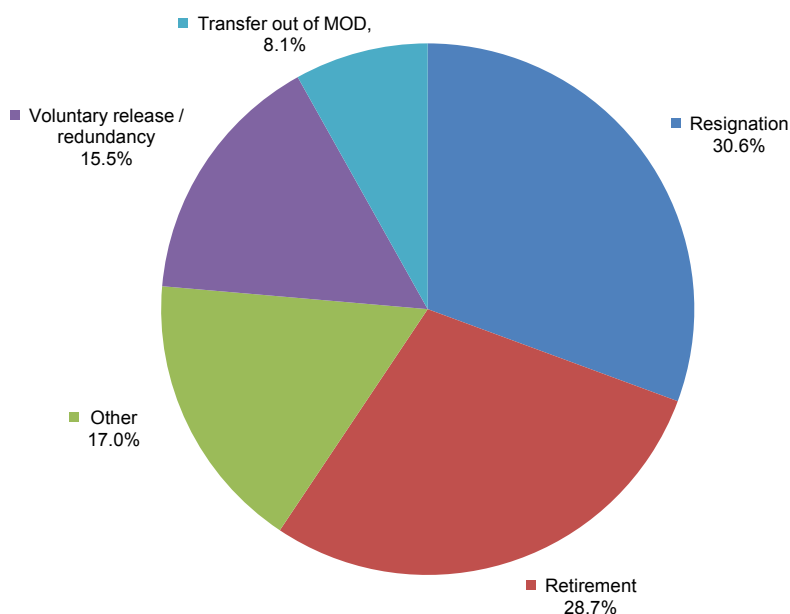
The overall MOD net change in the 12 months to 31 March 2016 was -1,990, a 62.6 per cent decrease (3,320 personnel) compared to the previous 12 months.

### Intake and outflow rates of civilian personnel by method of entry and reasons for leaving (Headcount) (Table 6)

The MOD civilian intake rate in the 12 months ending 31 March 2016 was 8.1, an increase of 0.7 per cent compared with the previous 12 month period (7.4). The MOD civilian outflow rate in the 12 months ending 31 March 2016 was 10.7, showing a reduction against previous quarterly figures. This decrease is mainly due to the privatisation of Defence Support Group (DSG) (approximately 2,000 personnel) and DE&S (1,120 personnel), no longer being recorded in exit data for the current time period.

In the 12 months to 31 March 2016, 'resignation', 'retirement', and 'voluntary release / redundancy' accounted for 74.9 per cent of outflow from MOD main TLBs.

### MOD Main TLB outflow by reason, 12 months ending 31 March 2016



The outflow proportions for 'retirement' and 'other' outflow methods remained relatively stable compared with the previous 12 month period. The main changes were; 'Voluntary release or redundancy' which rose 8.0 percentage points (7.5 per cent to 15.5 per cent), and 'Transfer out of MOD' which rose 2.0 percentage points (6.1 per cent to 8.1 per cent).

**Table 5 - Intake and outflow of civilian personnel by Top Level Budgetary Area<sup>1</sup> (Headcount)**

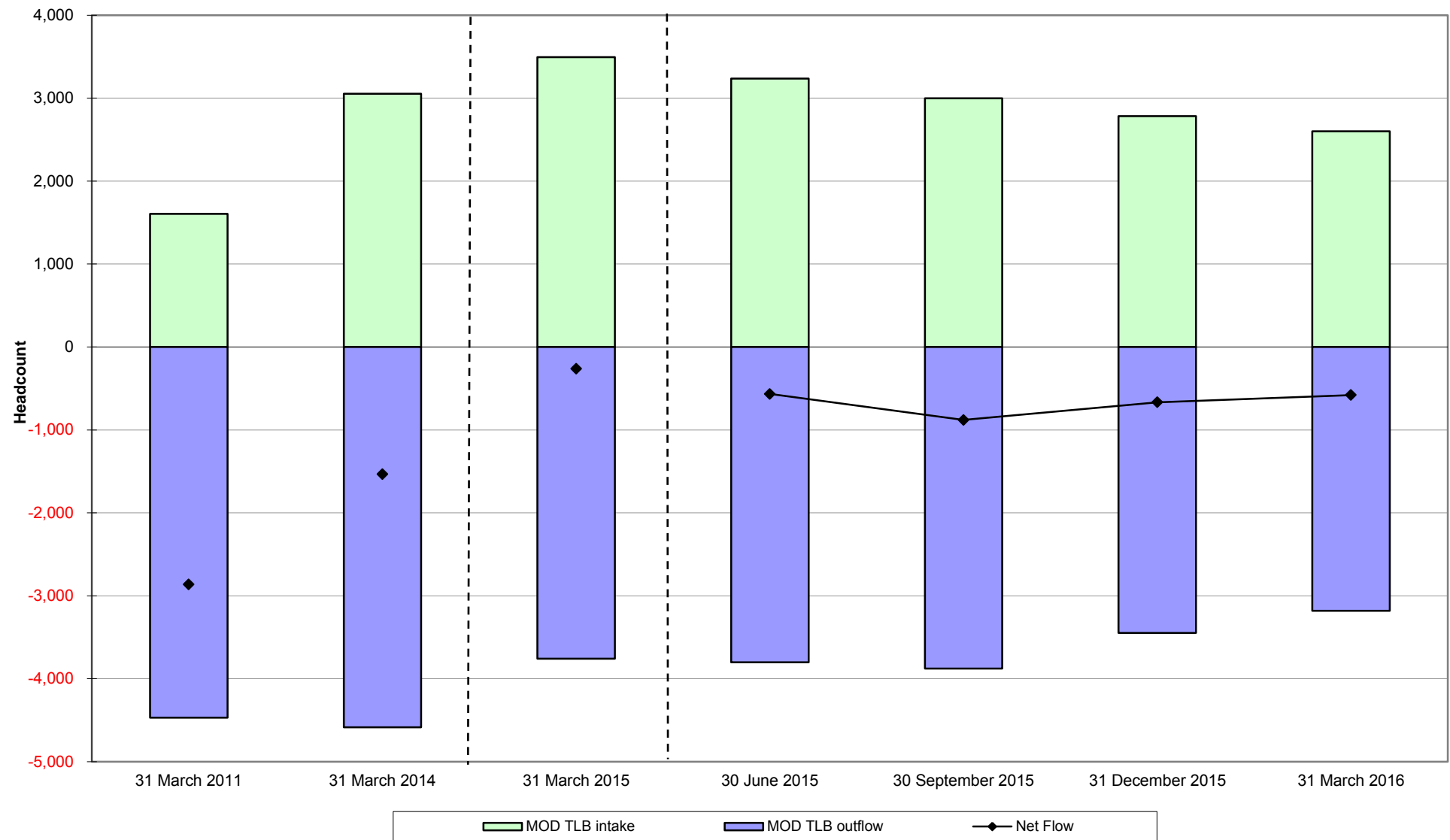
	Headcount						
	Financial Year 2010/11	Financial Year 2013/14	12 Months Ending <sup>2</sup> :				
			2015 31 Mar	2015 30 Jun	2015 30 Sep	2015 31 Dec	2016 31 Mar
<b>MOD Total Intake<sup>2</sup></b>	<b>2,040</b>	<b>3,610</b>	<b>4,100</b>	<b>4,150</b>	<b>4,160</b>	<b>4,140</b>	<b>4,210</b>
<b>MOD Main TLB Total Intake<sup>2</sup></b>	<b>1,610</b>	<b>3,050</b>	<b>3,490 II</b>	<b>3,240</b>	<b>3,000</b>	<b>2,780</b>	<b>2,600</b>
Navy Command	60	130	180	170	180	180	180
Land Forces	470	430	420	450	470	460	510
HQ Air Command	340	190	310	310	320	320	310
Central TLB <sup>1</sup>	320	*	*	*	*	*	*
Head Office & Corporate Services <sup>1</sup>	*	400	680	720	810	780	670
Chief of Joint Operations <sup>1</sup>	10	*	*	*	*	*	*
Joint Forces Command <sup>1</sup>	*	400	530	510	500	500	530
Defence Equipment & Support	360	1,330	1,000 II	780	460	200	*
Defence Infrastructure Organisation <sup>1</sup>	50	180	360	300	260	320	380
Unallocated	-	-	-	-	-	10	10
<b>DE&amp;S Trading Entity</b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>270</b>	<b>610</b>	<b>870</b>	<b>1,120</b>
<b>Trading Funds Total Intake<sup>2</sup></b>	<b>430</b>	<b>550</b>	<b>600</b>	<b>640</b>	<b>550</b>	<b>490</b>	<b>500</b>
Defence Science & Technology Laboratory	240	410	380	450	420	410	410
Defence Support Group	30	110	160	120	60	10	*
Hydrographic Office	60	40	70	70	70	70	80
Met Office <sup>1</sup>	100	*	*	*	*	*	*
<b>MOD Total Outflow<sup>2</sup></b>	<b>5,270</b>	<b>5,160</b>	<b>6,560</b>	<b>6,670</b>	<b>8,060</b>	<b>7,730</b>	<b>5,570</b>
<b>MOD Main TLB Total Outflow<sup>2</sup></b>	<b>4,470</b>	<b>4,590</b>	<b>3,760 II</b>	<b>3,800</b>	<b>3,880</b>	<b>3,450</b>	<b>3,180</b>
Navy Command	110	210	190	200	190	160	160
Land Forces	1,420	1,070	760	810	940	950	960
HQ Air Command	550	460	520	540	560	570	480
Central TLB <sup>1</sup>	1,000	*	*	*	*	*	*
Head Office & Corporate Services <sup>1</sup>	*	840	540	610	660	670	650
Chief of Joint Operations <sup>1</sup>	10	*	*	*	*	*	*
Joint Forces Command <sup>1</sup>	*	450	400	430	500	540	620
Defence Equipment & Support	1,240	670	750 II	600	400	210	*
Defence Infrastructure Organisation <sup>1</sup>	120	880	600	610	630	330	300
Unallocated	10	10	-	-	-	-	-
<b>DE&amp;S Trading Entity<sup>1,3</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>170</b>	<b>1,520</b>	<b>1,660</b>	<b>1,800</b>
<b>Trading Funds Total Outflow<sup>2</sup></b>	<b>800</b>	<b>570</b>	<b>2,800</b>	<b>2,700</b>	<b>2,660</b>	<b>2,620</b>	<b>590</b>
Defence Science & Technology Laboratory	330	410	510	500	470	480	460
Defence Support Group	280	100	2,120	2,090	2,050	2,010	*
Hydrographic Office	60	60	170	110	130	130	130
Met Office <sup>1</sup>	140	*	*	*	*	*	*
<b>Net Change of Royal Fleet Auxiliary<sup>4</sup></b>	<b>30</b>	<b>-90</b>	<b>80</b>	<b>90</b>	<b>70</b>	<b>80</b>	<b>60</b>
<b>Net Change of Locally engaged civilians<sup>4</sup></b>	<b>290<sup>e</sup></b>	<b>-1,150</b>	<b>-2,940</b>	<b>-2,610</b>	<b>-2,160</b>	<b>-2,520</b>	<b>-700</b>
<b>MOD Total Net Change<sup>5</sup></b>	<b>-2,910<sup>e</sup></b>	<b>-2,790</b>	<b>-5,320</b>	<b>-5,050</b>	<b>-5,990</b>	<b>-6,030</b>	<b>-1,990</b>

Source: Defence Statistics (Civilian)

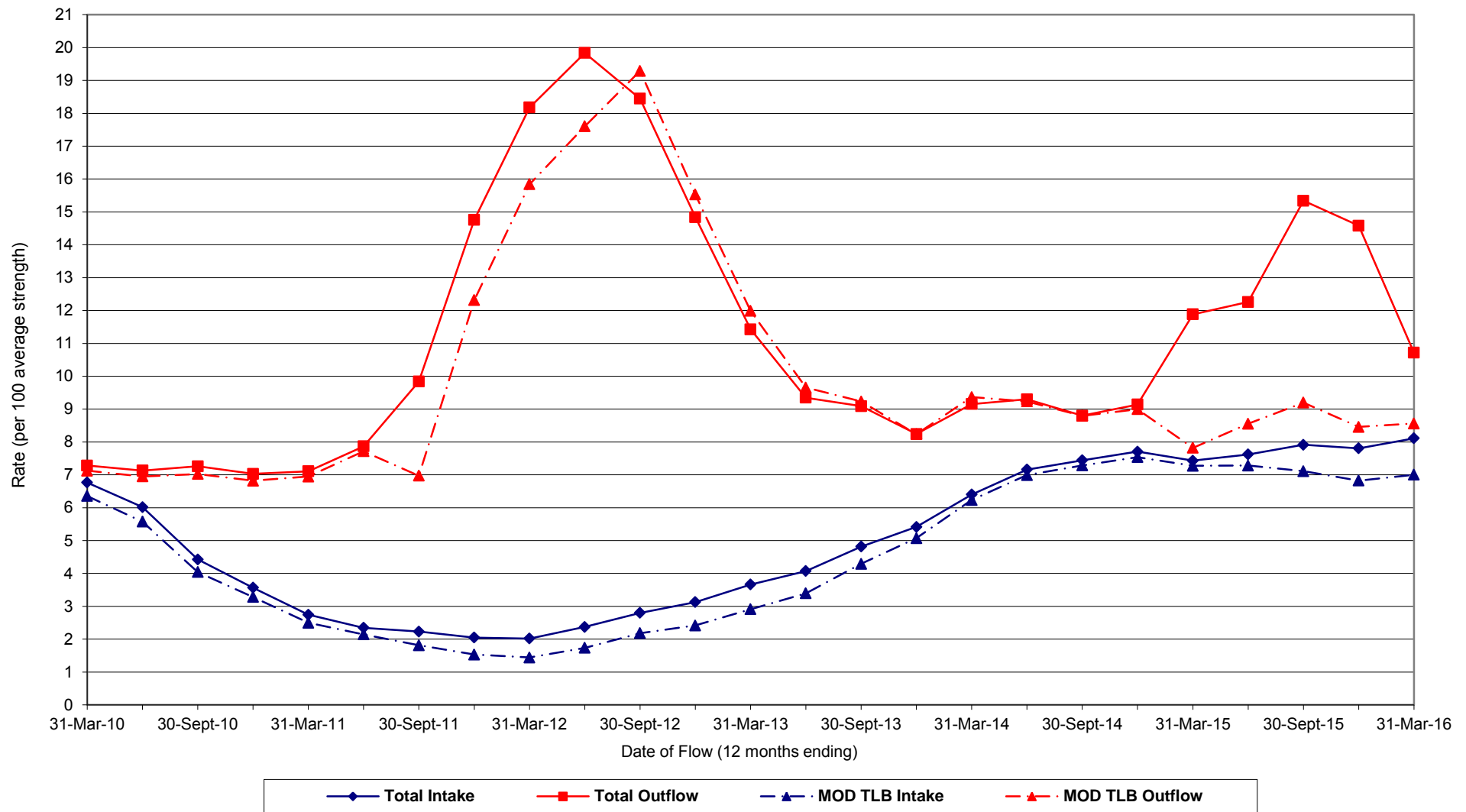
**Notes:**

1. There have been a number of changes to the structure of Core TLBs and Trading Funds which affect the direct comparability of data across the time-period. Changes prior to the most recent quarter are detailed in paragraph 2.7 of the Background Notes which accompany this publication. For periods where a TLB does not exist \* denotes that data are not applicable.
  2. Intake and outflow are presented as rolling 12-month quarters, such that each quarter shows the number of flows that have occurred in the preceding 12 months.
  3. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015. See paragraph 2.7 of the Background Notes.
  4. Intake is the number of personnel joining the Department, outflow is the count of personnel leaving the Department, but neither includes internal transfers between posts or TLBs or change of status. Total intake and outflow includes all permanent, casual and Trading Funds civilian personnel but excludes all Royal Fleet Auxiliary and Locally engaged civilians as data are not available. Therefore net changes in strengths of RFAs and Locally engaged civilians are listed at the bottom of this table.
  5. Total net change refers to the total net Level 0 headcount change of all permanent and casual civilian personnel, Royal Fleet Auxiliary, Trading Funds, Trading Entities and Locally engaged civilians.
- "e" denotes estimate - April 2011 Locally engaged civilian figures are 'estimates' due to partial non-availability of data for one budgetary area. Please see paragraph 2.5 of the background notes which accompany this publication.
- \* denotes not applicable.

Graph 2 - Intake and Outflow comparison of MOD Main civilian personnel



**Graph 3 - Intake and outflow rates<sup>1</sup> of civilian personnel (Headcount)**



1. Rates are the number of people who join or leave the department per 100 of the average headcount strength.

**Table 6 - Intake and outflow rates<sup>1</sup> of civilian personnel by method of entry and reasons for leaving (Headcount)**

			Headcount				
	Financial Year 2010/11	Financial Year 2013/14	12-Months Ending <sup>2</sup> :				
			2015 31 Mar	2015 30 Jun	2015 30 Sep	2015 31 Dec	2016 31 Mar
<b>MOD Total Intake<sup>3</sup></b>	<b>2,040</b>	<b>3,610</b>	<b>4,100</b>	<b>4,150</b>	<b>4,160</b>	<b>4,140</b>	<b>4,210</b>
<b>Total Intake Rate</b>	<b>2.7</b>	<b>6.4</b>	<b>7.4</b>	<b>7.6</b>	<b>7.9</b>	<b>7.8</b>	<b>8.1</b>
<b>MOD Main TLB Total Intake<sup>3</sup></b>	<b>1,610</b>	<b>3,050</b>	<b>3,490 II</b>	<b>3,240</b>	<b>3,000</b>	<b>2,780</b>	<b>2,600</b>
<b>Total Intake Rate</b>	<b>2.5</b>	<b>6.2</b>	<b>7.3 II</b>	<b>7.3</b>	<b>7.1</b>	<b>6.8</b>	<b>7.0</b>
Recruitment / Re-instatement	1,410	2,480	2,990 II	2,740	2,520	2,310	2,090
Transfer from other Public Office	190	570	500 II	490	480	470	510
<b>DE&amp;S Trading Entity Total Intake<sup>4</sup></b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>270</b>	<b>610</b>	<b>870</b>	<b>1,120</b>
<b>Total Intake Rate</b>	<b>*</b>	<b>*</b>	<b>* II</b>	<b>7.4</b>	<b>14.4</b>	<b>12.9</b>	<b>11.0</b>
Recruitment / Re-instatement	*	*	* II	260	590	830	1,060
Transfer from other Public Office	*	*	* II	10	20	40	60
<b>Trading Funds Total Intake<sup>3</sup></b>	<b>430</b>	<b>550</b>	<b>600</b>	<b>640</b>	<b>550</b>	<b>490</b>	<b>500</b>
<b>Total Intake Rate</b>	<b>4.4</b>	<b>7.5</b>	<b>8.5</b>	<b>10.1</b>	<b>9.0</b>	<b>8.9</b>	<b>10.6</b>
Recruitment / Re-instatement	190	140	230	190	130	90	80
Transfer from other Public Office	240	410	380	450	410	410	410
<b>MOD Total Outflow<sup>3</sup></b>	<b>5,270</b>	<b>5,160</b>	<b>6,560</b>	<b>6,670</b>	<b>8,060</b>	<b>7,730</b>	<b>5,570</b>
<b>Total Outflow Rate</b>	<b>7.1</b>	<b>9.2</b>	<b>11.9</b>	<b>12.3</b>	<b>15.3</b>	<b>14.6</b>	<b>10.7</b>
<b>MOD Main TLB Total Outflow<sup>3</sup></b>	<b>4,470</b>	<b>4,590</b>	<b>3,760 II</b>	<b>3,800</b>	<b>3,880</b>	<b>3,450</b>	<b>3,180</b>
<b>Total Outflow Rate</b>	<b>6.9</b>	<b>9.4</b>	<b>7.8 II</b>	<b>8.6</b>	<b>9.2</b>	<b>8.5</b>	<b>8.6</b>
Resignation <sup>5</sup>	1,220	1,070	1,140 II	1,100	1,060	1,040	970
Resignation outflow rate	1.9	2.2	2.4 II	2.5	2.5	2.5	2.6
Retirement	1,340	900	1,120 II	1,090	1,040	970	910
Retirement outflow rate	2.1	1.8	2.3 II	2.5	2.5	2.4	2.5
End of Appointments	450	180	170 II	170	140	140	140
Voluntary Release or Redundancy	180	130	280 II	290	510	500	490
Voluntary Early Release Scheme <sup>6</sup>	*	1,680	- II	-	-	-	-
Voluntary Early Release Scheme outflow rate	*	3.4	0.0 II	0.0	0.0	0.0	0.0
Compulsory Severance or Retirement	150	10	40 II	40	40	20	-
Health / Death in Service	290	240	270 II	260	260	260	240
Dismissed	90	90	120 II	140	140	130	130
Transfer out of MOD	190	200	230 II	310	290	290	260
Privatisation of Function	460	-	380 II	380	370	80	-
Other	90	80	20 II	20	20	20	20

Source: Defence Statistics (Civilian)

**Table 6 - Intake and outflow rates<sup>1</sup> of civilian personnel by method of entry and reasons for leaving (Headcount)**

	Headcount						
	Financial Year 2010/11	Financial Year 2013/14	12-Months Ending <sup>2</sup> :				
			2015 31 Mar	2015 30 Jun	2015 30 Sep	2015 31 Dec	2016 31 Mar
DES Trading Entity Total Outflow <sup>4</sup>	*	*	* II	170	1,520	1,660	1,800
<b>Total Outflow Rate</b>	*	*	* II	4.8	35.7	24.7	17.8
Resignation <sup>5</sup>	*	*	* II	70	150	210	280
Retirement	*	*	* II	70	120	170	210
End of Appointments	*	*	* II	-	40	40	50
Voluntary Release or Redundancy	*	*	* II	-	20	20	20
Voluntary Early Release Scheme <sup>6</sup>	*	*	* II	-	-	-	-
Compulsory Severance or Retirement	*	*	* II	-	-	-	-
Health / Death in Service	*	*	* II	-	20	30	40
Dismissed	*	*	* II	20	20	30	40
Transfer out of MOD	*	*	* II	10	20	20	30
Privatisation of Function	*	*	* II	-	1,130	1,130	1,130
Other	*	*	* II	-	-	-	-
Trading Funds Total Outflow <sup>3</sup>	800	570	2,800	2,700	2,660	2,620	590
<b>Total Outflow Rate</b>	8.1	7.7	39.2	42.2	43.6	47.4	12.5
Resignation	220	230	270	270	270	250	230
Retirement	80	60	60	40	20	10	10
End of Appointments	180	180	150	140	120	120	120
Voluntary Release or Redundancy	150	20	120	10	10	-	-
Compulsory Severance or Retirement	20	-	-	-	-	-	-
Health / Death in Service	20	10	20	20	20	10	10
Dismissed	20	10	10	10	10	10	10
Transfer out of MOD	20	50	60	60	50	50	40
Privatisation of Function	-	-	1,980	1,980	1,980	1,980	-
Other	100	10	120	170	170	200	180
Net Change of Royal Fleet Auxiliary <sup>3</sup>	30	-90	80	90	70	80	60
Net Change of Locally engaged civilians <sup>3</sup>	290 <sup>e</sup>	-1,150	-2,940	-2,610	-2,160	-2,520	-700
MOD Total Net Change <sup>7</sup>	-2,910 <sup>e</sup>	-2,790	-5,320	-5,050 <sup>r</sup>	-5,990 <sup>r</sup>	-6,030	-1,990

Source: Defence Statistics (Civilian)

**Notes:**

1. Rates are the number of people who join or leave the Department per 100 of the average headcount strength, but all flows exclude the effect of net transfers between MOD Main TLBs, Trading Funds and Trading Entities. Therefore flows can only be reconciled to strength at Civilian Level 0.
2. Intake and outflow are presented as rolling 12-month quarters, such that each quarter shows the number of flows that have occurred in the preceding 12 months.
3. Total intake and outflow includes all permanent, casual, Trading Funds and Trading Entities civilian personnel but excludes all Royal Fleet Auxiliary and Locally engaged civilians as data are not available. Therefore net changes in strengths of RFAs and Locally engaged civilians are listed at the bottom of this table.
4. Defence Equipment and Support was reported as a bespoke trading entity from 1 July 2015. Prior to this it was reported as an extant TLB. This time-series break is indicated by "II" symbol in the Table. These data are not directly comparable before and after 1 July 2015. See paragraph 2.7 of the Background Notes.

5. From the 12 month period ending 31 Dec 2012, Resignation includes a new Reason for Leaving code covering personnel exiting the Department following an extended period of special unpaid leave (Ex-SUL).
6. Personnel exiting under the Voluntary Early Release Scheme (VERS) from period covering 30 Sep 2011 onwards are listed separately from exits due to alternate voluntary release or redundancy schemes. For periods prior to this \* denotes not applicable.
7. Total net change refers to the total net Level 0 headcount change of all permanent and casual civilian personnel, Royal Fleet Auxiliary, Trading Funds, Trading Entities and Locally engaged civilians.
- "e" denotes estimate - April 2011 Locally engaged civilian figures are 'estimates' due to partial non-availability of data for one budgetary area. Please see paragraph 2.5 of the background notes which accompany this publication.
- "r" indicates revision due to correction of a formatting error.

**Annex Table 1 - Civilian personnel numbers by Top Level Budgetary Area<sup>1</sup> (FTE)**

	FTE:					
	2008 1 April	2009 1 April	2010 1 April	2011 1 April	2012 1 April	2013 1 April
Navy Command	2,330	2,340	2,430	2,340	2,000	2,030
Land Forces	17,180	16,490	16,480	14,920	13,160	11,410
HQ Air Command	8,710	8,560	8,660	8,430	6,540	5,550
Central TLB <sup>1</sup>	16,930	16,570	16,650	15,870	*	*
Head Office & Corporate Services <sup>1</sup>	*	*	*	*	11,060	7,300
Chief of Joint Operations <sup>1</sup>	300	290	290	270	*	*
Joint Forces Command <sup>1</sup>	*	*	*	*	3,050	3,920
Defence Equipment & Support	18,010	16,740	16,150	15,750	14,090	12,550
Defence Infrastructure Organisation <sup>1</sup>	2,700	2,680	2,830	3,190	2,610	5,290
Science Innovation & Technology <sup>1</sup>	330	350	*	*	*	*
Unallocated	290	130	100	10	10	20
<b>Royal Fleet Auxiliary (RFA)</b>	<b>2,270</b>	<b>2,300</b>	<b>2,330</b>	<b>2,360</b>	<b>2,000</b>	<b>1,900</b>
<b>Civilian Level 1 Total</b>	<b>69,050</b>	<b>66,440</b>	<b>65,920</b>	<b>63,130</b>	<b>54,510</b>	<b>49,980</b>
<b>Trading Funds Total</b>	<b>9,210</b>	<b>9,630</b>	<b>9,730</b>	<b>9,350</b>	<b>7,110</b>	<b>7,170</b>
Defence Science & Technology Laboratory	3,350	3,470	3,700	3,640	3,640	3,720
Defence Support Group	3,120	3,350	3,230	2,960	2,490	2,420
Hydrographic Office	1,010	960	970	960	980	1,030
Met Office <sup>1</sup>	1,740	1,850	1,840	1,800	*	*
<b>Locally engaged civilians (LEC)<sup>2</sup></b>	<b>11,240</b>	<b>10,550</b>	<b>10,200</b>	<b>10,580<sup>e</sup></b>	<b>9,390<sup>e</sup></b>	<b>8,250</b>
<b>Civilian Level 0 Total</b>	<b>89,500</b>	<b>86,620</b>	<b>85,850</b>	<b>83,060<sup>e</sup></b>	<b>71,010<sup>e</sup></b>	<b>65,400</b>

Source: Defence Statistics (Civilian)

**Notes:**

1. There have been a number of changes to the structure of Core TLBs and Trading Funds which affect the direct comparability of data across the time-period. Details are given in paragraph 2.7 of the Background Notes which accompany this publication. For periods where a TLB does not exist \* denotes that data are not applicable.

2. Since April 2012 actual FTE Locally engaged civilian figures have been available and used subsequently from this date.

"e" denotes estimate - April 2011 and April 2012 Locally engaged civilian figures are 'estimates' due to partial non-availability of data for one budgetary area. Please see paragraph 2.5 of the background notes which accompany this publication.

**Annex Table 2 - Civilian personnel numbers by Top Level Budgetary Area<sup>1</sup> (Headcount)**

	Headcount:					
	2008 1 April	2009 1 April	2010 1 April	2011 1 April	2012 1 April	2013 1 April
Navy Command	2,440	2,450	2,550	2,450	2,090	2,120
Land Forces	17,930	17,200	17,200	15,590	13,740	11,850
HQ Air Command	9,000	8,850	8,960	8,740	6,760	5,710
Central TLB <sup>1</sup>	17,400	17,040	17,130	16,350	*	*
Head Office & Corporate Services <sup>1</sup>	*	*	*	*	11,330	7,510
Chief of Joint Operations <sup>1</sup>	300	290	290	270	*	*
Joint Forces Command <sup>1</sup>	*	*	*	*	3,140	4,070
Defence Equipment & Support	18,430	17,130	16,540	16,130	14,400	12,830
Defence Infrastructure Organisation <sup>1</sup>	2,760	2,750	2,910	3,270	2,660	5,360
Science Innovation & Technology <sup>1</sup>	340	350	*	*	*	*
Unallocated	290	130	100	10	10	20
<b>Royal Fleet Auxiliary (RFA)</b>	<b>2,270</b>	<b>2,300</b>	<b>2,330</b>	<b>2,360</b>	<b>2,000</b>	<b>1,900</b>
<b>Civilian Level 1 Total</b>	<b>71,170</b>	<b>68,500</b>	<b>68,010</b>	<b>65,160</b>	<b>56,130</b>	<b>51,370</b>
<b>Trading Funds Total</b>	<b>9,420</b>	<b>9,860</b>	<b>9,980</b>	<b>9,620</b>	<b>7,320</b>	<b>7,400</b>
Defence Science & Technology Laboratory	3,450	3,580	3,800	3,750	3,750	3,850
Defence Support Group	3,140	3,390	3,270	3,000	2,530	2,450
Hydrographic Office	1,040	990	1,000	1,000	1,040	1,100
Met Office <sup>1</sup>	1,780	1,900	1,900	1,860	*	*
<b>Locally engaged civilians (LEC)</b>	<b>13,080</b>	<b>12,270</b>	<b>11,980</b>	<b>12,270<sup>e</sup></b>	<b>10,520<sup>e</sup></b>	<b>9,240</b>
<b>Civilian Level 0 Total</b>	<b>93,670</b>	<b>90,630</b>	<b>89,970</b>	<b>87,060<sup>e</sup></b>	<b>73,960<sup>e</sup></b>	<b>68,010</b>

Source: Defence Statistics (Civilian)

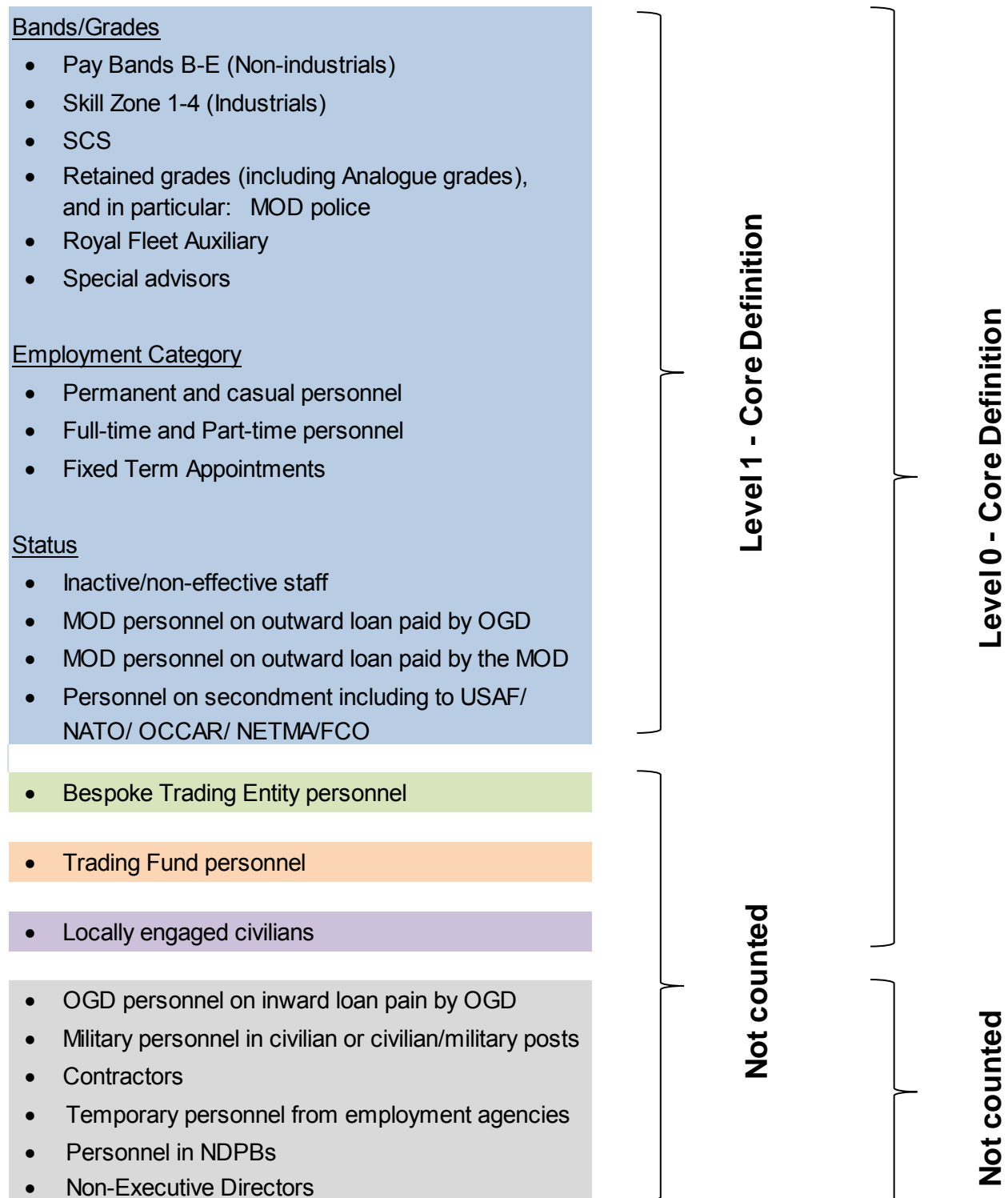
**Notes:**

1. There have been a number of changes to the structure of Core TLBs and Trading Funds which affect the direct comparability of data across the time-period. Details are given in paragraph 2.7 of the Background Notes which accompany this publication. For periods where a TLB does not exist \* denotes that data are not applicable.

"e" denotes estimate - April 2011 and April 2012 Locally engaged civilian figures are 'estimates' due to partial non-availability of data for one budgetary area. Please see paragraph 2.5 of the background notes which accompany this publication.

## Background notes

### 1. Defence Statistics civilian manpower definitions (as from 1 July 2015)



**To note:** Defence, Equipment and Support (DE&S) was reported a Bespoke Trading Entity from 1 July 2015. Prior to this it was reported as an extant TLB and was included in the level 1 civilian personnel total.

## Background notes

### 2. Data quality & continuity

1. The United Kingdom Statistics Authority has designated these statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 and signifying compliance with the Code of Practice for Official Statistics.

Designation can be broadly interpreted to mean that the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods; and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

2. All figures presented in this publication meet the standards of quality and integrity demanded by the Code of Practice for Official Statistics. Where figures do not meet the standard they are deleted and shown in the table by the symbol “..”. Details of specific data issues are set out in the following paragraphs.
3. **Civilian** data on HRMS are a combination of fields mandated by Defence Business Services (DBS) organisation formerly the People Pay and Pensions Agency (PPPA) such as grade, with voluntary fields such as **disability status** or **ethnicity**. Civilian personnel complete these fields based on their self-perceptions, but are under no obligation to complete these fields. It is not possible for Defence Statistics (DS) to assess the accuracy or consistency of the declarations made by individuals within these fields. The impact of this to any analysis and interpretation is minimal, as any user of diversity information, whether in the MOD, another government department or general population is reporting on the self-declared perception of individuals. As such it is accepted that not only will diversity information change over time for a group of people, it may also legitimately change for an individual and hence variability within these data fields is expected.
4. Due to the HRMS reset of the disability field on 18 April 2011 to accommodate the new disability reporting requirements, insufficient numbers of personnel have made disability declarations to be able to report disability representation with any validity from July 2011. DS (Civilian) are monitoring declaration rates and working with diversity policy colleagues to encourage new declarations. When the 60 per cent threshold is met we will be confident to report representation rates for disability. Until this time to enable reporting of disability figures to meet the MOD's obligations under the public sector equality duty (PSED) and to provide some indication of the *numbers* of disabled people within the MOD, we have agreed to report numbers of people declared as disabled only when the numbers of people who have not declared their status is also reported.
5. Locally engaged civilians (LEC) data are provided by the main budgetary area of the MOD responsible for them. Improvements in the way in which LEC information is recorded have meant the actual FTE of part-time LECs are now available. As such, from January 2012 onwards LEC figures use these actual values where possible. Previously published LEC FTE figures from April 2010 to October 2011 were not revised as the impact was minimal compared to the resource required, so previous LEC FTE figures therefore assume a 0.5 FTE for all part-time personnel. The data are validated along the same lines as for core MOD civilian personnel. In the event of data being unavailable, the appropriate figures from the previous quarter point are carried forward as estimates. These estimates are not revised once actual figures become available, as late deliveries of data are typically from small TLBs and the impact is minimal. However, if at a later date validation errors of a substantial impact are revealed then figures are revised.

## Background notes (cont)

6. FTE is the primary measure of strength, as the focus is on resource capacity and cost to the department (both determined by FTE). Headcount is used as the measure of intake and outflow to demonstrate the actual number of personnel being recruited into and leaving the department. Furthermore, it is not possible to reconcile FTE strength with FTE flows, as the actual FTE of individual personnel fluctuates. Diversity is also considered on a headcount basis, as it is people, not hours, which are of concern.
7. 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:
  - i. Science Innovation & Technology (SIT) formally ceased to be a TLB on 1 April 2010, approximately 90% of personnel transferred to the Central TLB with the remainder transferring evenly to DE&S and DSTL.
  - ii. Defence Infrastructure Organisation (DIO) was established on 01 April 2011 and replaced the Defence Estates organisation. DIO includes TLB property and facilities management functions previously situated within other TLBs, DIO title structure has been applied retrospectively across data period for consistency. Responsibility for management of the Meteorological Office personnel (1,800) transferred to Department for Business, Innovation and Skills (BIS) at 1 October 2011.
  - iii. Head Office & Corporate Services (HO&CS) and Joint Forces Command (JFC) were established as at 01 April 2012, the Central TLB (CTLB) and Chief of Joint Operations (CJO) were disestablished as at 1 April 2012. HO&CS and JFC were not the CTLB and CJO renamed.
  - iv. Joint Forces Command achieved Full Operational Capacity as at 1 April 2013, absorbing additional support roles from lead service TLBs. As of 1 April 2013 responsibility for management of the MOD Guard Service (MGS) transferred from HO&CS to DIO.
  - v. As part of Defence Equipment and Support's (DE&S) implementation of the Materiel Strategy Programme, the transfer of responsibility and resources for key outputs to Navy Command, Head Office & Corporate Services and Joint Forces Command resulted in a transfer of 2,640 personnel from DE&S as at 1 April 2014.
  - vi. As at 1 April 2015 approximately 2,000 posts within the Defence Support Group (DSG) Trading Fund have been privatised and transferred to the private sector via Babcock, approximately 450 posts covering the Defence Electronic Components Agency (DECA) transferred to HO&CS and are reported within the MOD Main TLB total within Level 1 as at 1 April 2015.
  - vii. 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.
  - viii. Rates are the number of people who join or leave the Department per 100 of the average headcount strength, but all flows exclude the effect of net transfers between MOD Main TLBs, DE&S and Trading Funds. Due to the re-categorisation of Defence Equipment & Support to a Bespoke Trading Entity, the intake and outtake flows will contain only a proportion of these data (dependent in the time period being considered). To effectively compensate for this, these data have been weighted accordingly via average strength.
8. Following a consultation period it was agreed that this publication would no longer report on the Strategic Defence and Security Review (SDSR) baseline, which ran from April 2010 to 2015.

## Background notes (cont)

9. Further detail and time-series on other information presented in this release are published annually in Statistical Series 2 - Personnel Bulletin 2.02 - Civilian Personnel, on the MOD area of the GOV.UK website [Personnel Bulletin 2.02 - Civilian Personnel](#). For users interested in the complete picture of how intake and exits have changed the MOD civilian workforce structure over time Personnel Bulletin 2.02 provides detailed information on gender, ethnic origin, and grade, with figures showing how key trends in structure and flows have developed over a number of years.

### 3. Grade structures

Since 1 April 1996 all departments and agencies have had delegated responsibility for the pay and grading of their employees, except for those in the Senior Civil Service (SCS). The MOD grades are shown here against levels broadly equivalent (in terms of pay and job weight) to the former service-wide grades.

MOD grades	Former service-wide grades
<b>Senior Management</b> SCS – Senior Civil Service	<b>Senior Management</b> SCS – Senior Civil Service
<b>Other Management Grades</b> B1 & equivalents B2 & equivalents C1 & equivalents C2 & equivalents D & equivalents	<b>Other Management Grades</b> Grade 6 Grade 7 SEO - Senior Executive Officer HEO - Higher Executive Officer EO - Executive Officer
<b>Administrative Grades</b> E1 & equivalents E2 & equivalents	<b>Administrative Grades</b> AO - Administrative Officer AA - Administrative Assistant

### 4. Data sources

**Defence Statistics (DS) Civilian manpower statistics** are compiled from several sources:

- i) **Core MOD Personnel** - Data for core MOD personnel have been taken from the personnel system - Human Resources Management System (HRMS) on a monthly basis since April 2004. DS use budgetary UINs and attribute people according to the budgetary area that pays them, using the Standing Data System hierarchy from Financial Management Information Systems.
- ii) **The Royal Fleet Auxiliary (RFA)** - RFA data are taken from the Magellan personnel system. Previously these data were taken from the CHIPS payroll system, but moving to the Magellan system allows total personnel numbers to be reported, rather than purely those being paid.
- iii) **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 staff and for this reason their grading structures do not always match that of the rest of the Ministry.

## Background notes (cont)

- iv) **Locally engaged civilians (LEC)** - LEC employees are recruited overseas exclusively for employment in support of the UK Armed Forces deployed in a particular overseas theatre and on terms and conditions of service applicable only to that overseas theatre or Administration. Previously this has included the dependents of UK military personnel or UK-based civilian staff employed in overseas theatre (who are sometimes separately identified as UK Dependents). However, to reflect the different terms and conditions of these personnel, UK Dependents will not be included in LEC figures from October 2013. LECs are not civil servants. LEC data are provided by Top Level Budgetary areas quarterly to DS requirements.

## Symbols and Conventions

### Symbols

}	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.

## Glossary

**Broader Banded grade:** Defence Statistics report personnel against their equivalence within the broader banded structure; SCS to E2 for non-industrials and Skill Zones 1 to 4, Industrial Firemen and Apprentices for industrial personnel. Broader banded grading applies equivalence for all non-harmonised grade codes. This includes personnel in retained grade structures, (such as MOD Guards) and personnel employed in analogue grade bands (such as civilian nurses employed against NHS grade codes), who have their own delegated pay schemes outside of the MOD National and London pay scales.

**Central Top Level Budget (TLB):** was disestablished at 1 April 2012. Head Office & Corporate Services (HO&CS) was established at 1 April 2012. Whilst incorporating many of the functions and personnel of Central TLB, it did not form a direct replacement. Some functions and associated personnel were transferred from Central TLB to other TLBs.

**Chief of Joint Operations (CJO):** was disestablished at 1 April 2012. Joint Forces Command was established at 1 April 2012. Whilst incorporating many of the functions and personnel of CJO, did not form a direct replacement. Some functions and associated personnel were transferred to other TLBs.

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

**Civilian Level 0:** 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.

**Defence Analytical Services and Advice (DASA):** established in July 1992 split into 'Defence Economics' and 'Defence Statistics' on 1 April 2013 (see Defence Statistics).

**Defence Equipment and Support (DE&S):** is responsible for equipping and supporting the UK's Armed Forces. They manage a vast range of complex projects to buy and support all the equipment and services that the Royal Navy, British Army and Royal Air Force need to operate effectively. They work closely with industry, including through partnering agreements and private finance initiatives. Their main responsibilities are:

- the procurement and support of ships, submarines, aircraft, vehicles, weapons and supporting services
- general requirements including food, clothing, medical supplies and temporary accommodation
- inventory management
- British Forces Post Office
- Submarine dismantling project

DE&S was reported as a bespoke trading entity on 1 July 2015 (prior to this it was reported as an extant TLB). This means it is an arm's length body of the Ministry of Defence with a separate governance and oversight structure with a board under an independent Chairman, and a Chief Executive who will be an Accounting Officer, accountable to Parliament for the performance of the organisation. It achieved full status for reporting purposes as at 1 April 2015.

**Defence Estates:** formally ceased to be a TLB on 01 April 2011 when it became the Defence Infrastructure Organisation.

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

**Defence Science and Technology Laboratory (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 (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. 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.

DSG was privatised as at 1 April 2015, with approximately 2,000 posts transferring to Babcock, and approximately 450 personnel remaining with the Department as the Defence Electronic Components Agency (DECA) within HO&CS.

**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) are responsible 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:** 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:** is responsible for surveying the seas around the UK and other areas to aid navigation.

**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.

**Intake:** The number of personnel joining the Department within a monthly, quarterly or financial year period, identified by specific Method of Entry codes within the Human Resources Management System (HRMS).

**Joint Forces Command (JFC):** 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:** are employees who have 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.

**Materiel Strategy Programme:** is designed to enable Defence, Equipment & Support (DE&S) to be more effective and efficient in pursuit of three key outcomes: value for money in defence materiel, a balanced equipment and support programme and staff who are engaged and motivated with behaviours, accountabilities, skills and processes required to do the job.

**Met Office:** the UK's National Weather Service, has a long history of weather forecasting and has been working in the area of climate change for more than two decades. Formerly a Trading Fund within the Ministry of Defence, in Autumn 2011 it ceased to be part of MOD and is now a Trading Fund within the Department for Business Innovation and Skills (BIS).

**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:** 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 personnel:** 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.

**Outflow:** The number of personnel leaving the Department within a monthly, quarterly or financial year period, identified by specific Reason for Leaving codes within the Human Resources Management System (HRMS).

**Royal Fleet Auxiliary (RFA):** 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.

**Science Innovation & Technology TLB (SIT):** formally ceased to be a TLB as at 31 March 2010. Approximately 90% of the personnel transferred to the Central TLB with the remainder transferring evenly to DE&S and Dstl.

**Strategic Defence & Security Review (SDSR) Baseline:** comprised of all Civilian Level 0 personnel but excludes all NACMO Funded Locally engaged civilians in Afghanistan, Conflict Pool Funded Locally engaged civilians in Sierra Leone and personnel on US Visiting Forces stations. The MOD has no financial liability over NACMO or Conflict Pool LECs and USVF civilians and therefore they are not included in the monitoring of the personnel reduction announced during the Strategic Defence & Security Review and reflected in the SDSR baseline numbers from April 2010.

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

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

**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](mailto: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	<a href="mailto:DefStrat-Econ-ESES-DEA-Hd@mod.uk">DefStrat-Econ-ESES-DEA-Hd@mod.uk</a>
Price Indices	030 6793 2100	<a href="mailto:DefStrat-Econ-ESES-PI-Hd@mod.uk">DefStrat-Econ-ESES-PI-Hd@mod.uk</a>
Naval Service Manpower	023 9254 7426	<a href="mailto:DefStrat-Stat-Navy-Hd@mod.uk">DefStrat-Stat-Navy-Hd@mod.uk</a>
Army Manpower	01264 886175	<a href="mailto:DefStrat-Stat-Army-Hd@mod.uk">DefStrat-Stat-Army-Hd@mod.uk</a>
RAF Manpower	01494 496822	<a href="mailto:DefStrat-Stat-Air-Hd@mod.uk">DefStrat-Stat-Air-Hd@mod.uk</a>
Tri-Service Manpower	020 7807 8896	<a href="mailto:DefStrat-Stat-Tri-Hd@mod.uk">DefStrat-Stat-Tri-Hd@mod.uk</a>
Civilian Manpower	020 7218 1359	<a href="mailto:DefStrat-Stat-Civ-Hd@mod.uk">DefStrat-Stat-Civ-Hd@mod.uk</a>
Health Information	030 6798 4423	<a href="mailto:DefStrat-Stat-Health-Hd@mod.uk">DefStrat-Stat-Health-Hd@mod.uk</a>

*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 K  
Whitehall  
London  
SW1A 2HB

For general MOD enquiries, please call: 020 7218 9000