



Ministry  
of Defence

Navy Command FOI Section  
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26 October 2015

Dear [REDACTED]

Release of Information

Thank you for your correspondence dated 13 October 2015 requesting the following information:

*"Can you please provide me with a copy of QRRN Article 0877 in QRRN.Revised 1967?  
If I'm not mistaken, the title would be on "Discharge Service No Longer Required"."*

Your enquiry has been considered to be a request for information in accordance with the Freedom of Information Act 2000. The information you require is provided in the attachment to this letter..

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, 1<sup>st</sup> Floor, MOD Main Building, Whitehall, SW1A 2HB (e-mail [CIO-FOI-IR@mod.uk](mailto:CIO-FOI-IR@mod.uk)). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely

Navy Command Secretariat – FOI Section

20. **REPORTS** When discharge SHORE is approved locally, a copy of the Commanding Officer's letter and of the Commander-in-Chief, Flag Officer, or Captain's approval are to be forwarded to:

- a. The Ministry of Defence (Naval Personnel Division 2) for record purposes (Naval Law Division for cases approved under Clause 14 above); and
- b. The Commodore, H.M.S. *Centurion* (Naval Drafting Division).

21. **DATE OF DISCHARGE.** The operative date of discharge SHORE should be the earliest date on which discharge formalities can be completed after approval for discharge has been received onboard. For a discharge of ratings with over 22 years' service under Clause 3, the rating will be given two months' notice, not including terminal leave. For such men serving abroad, the two months' notice should date from time of arrival in the United Kingdom.

22. **TERMINAL BENEFITS.** Ratings discharged SHORE are normally allowed terminal leave (*see* 0916), and travel warrant (*see* B.R. 8587, *Naval Leave and Travel Regulations*, Article 1008). The award of a resettlement grant, and preserved pension and terminal grant is at the discretion of the Ministry of Defence (Naval Pay and Pensions). A preserved pension and terminal grant can only be authorized provided a man has completed five years' service from age 18 and has attained the age of 26. A resettlement grant can only be awarded to men who have completed 12 but less than 22 years' reckonable service from age 18. For discharge under Clause 9 above, the rating's attention is to be drawn to B.R. 1950, *Naval Pay Regulations*, giving the current regulations for State maternity benefits. For discharge under Clause 3 above, terminal leave should be calculated at the rate of one day for each completed month of service over 22 years, within a maximum of 28 days.

23. **NOTATION ON SERVICE DOCUMENTS AND FORM C.25.** The notation on the discharge documents of all ratings discharged under the provisions of this Article is SHORE. Form C.25 is to be noted SHORE with the addition of the reference to the appropriate Clause of these regulations, e.g. 'SHORE (QRRN 0878.5)' would be appropriate to the discharge of an 'Unhappy Junior'. A similar reference is to be made to the relevant instructions for the R.M. and Q.A.R.N.N.S.

24. **Q.A.R.N.N.S.** The circumstances in which Q.A.R.N.N.S. ratings or Naval Nurses may be discharged SHORE on grounds of unsuitability for further service are detailed in B.R. 4008, *Regulations and Instructions for Queen Alexandra's Royal Naval Nursing Service*. Cases in which discharge SHORE is clearly indicated but cannot appropriately be effected under any of the prescribed regulations for the Q.A.R.N.N.S. are to be forwarded to the Ministry of Defence (Naval Personnel Division 2) for consideration.

#### 0877. Services No Longer Required

1. **APPLICATION.** Discharge SNLR is not a punishment but it is not an honourable release and it can impair a rating's prospects of employment on return to civil life.

2. It is the appropriate method of dispensing with the services of an unruly or undisciplined rating whose retention would be to the detriment of the Service, but who has not committed an offence which, either in itself or in association with his past record, would justify a sentence of dismissal (*see* 1965.2).

3. It is appropriate not only to a rating whose Service conduct merits his discharge, but also when a conviction by the civil power makes his retention undesirable (*see* 2044.4).

4. It should not normally follow immediately on a sentence of detention but may do so exceptionally when it is obvious that the sentence has had no reformatory effect. In such a case, if the Commanding Officer R.N.D.Q.s. considers that a man should not return to the Fleet on completion of his sentence, even for a short time, he should submit a recommendation for the man's discharge (*see* Clause 6). In cases where the man's Commanding Officer considers discharge SNLR appro-

appropriate after a period of detention and the CO R.N.D.Q.s. has made no such recommendation, the opinion of the CO R.N.D.Q.s. is to be sought before the case is submitted. Similarly, the opinion of the CO of the detention centre is to be sought in all cases of detention in a non-naval detention centre.

5. **AUTHORITY REQUIRED.** Applications for a rating's discharge SNLR may be approved by Commanders-in-Chief, Flag Officers in independent Commands and Area Flag Officers, subject to the following exceptions, which should be forwarded to the Ministry of Defence (Naval Law Division) for a decision:

- a. Where the matter is the subject of Parliamentary correspondence or enquiry.
- b. Where discharge is considered to be in the best interests of the Service, although neither discharge SHORE nor discharge SNLR is appropriate by strict application of the regulations.
- c. Where it concerns an apprentice.
- d. Where it is on the grounds of homosexuality.
- e. Where doubt exists on the right course to be followed.
- f. Where a rating has been awarded a Borstal sentence following a civil conviction.

When SNLR is approved locally, a copy of the Commanding Officer's letter and of the Commander-in-Chief's approval are to be forwarded to the Ministry of Defence (Naval Law Division) and to the Commodore, H.M.S. *Centurion* (Naval Drafting Division).

6. **FORM OF APPLICATION.** A report, accompanied by the Service Certificate, advancement and conduct record sheet, and Forms S.264, completed up to date, should be forwarded to the Commander-in-Chief or Senior Officer and copied to the Commodore H.M.S. *Centurion* (Naval Drafting Division) with a recommendation that the rating be discharged SNLR. In the case of R.M. ranks not serving under the Naval Discipline Act, the application is to be forwarded to the Commandant-General Royal Marines, for a decision. (See B.R. 1283, Royal Marines Instructions.) In cases other than those prescribed in paras. 5d and 5f above it is expected that a rating will normally have been formally warned of his shortcomings and given a period in which to reform as in 0876.18 before an application is made for discharge. This warning may be dispensed with in cases in which it would not be appropriate, for example, on serious civil convictions. If the rating is transferred to another ship while the application is being considered, his pay documents are to record the fact that a copy of the application is to accompany his papers.

7. **DATE OF DISCHARGE.** The operative date of discharge SNLR will be the earliest date on which discharge formalities can be completed after approval for discharge has been received onboard. All ratings serving abroad will be returned to the United Kingdom for discharge formalities except those who are to be discharged on the station at own request (0858) and those to be discharged as a Naval penalty who have been sentenced to imprisonment for two years or more or will complete their engagement whilst undergoing a sentence of imprisonment. Ratings who cannot carry out the normal discharge routine, i.e. those at home who have not returned to duty following civil conviction by the time approval is received to discharge them as a Naval penalty, and those abroad who are to be discharged as a Naval penalty and are not to return to the United Kingdom for discharge formalities, will be discharged while serving their civil sentence.

8. **TERMINAL BENEFITS.** Nil, but see B.R. 1950, Article 4508. In certain cases, the Admiralty Board may authorize discharge SNLR 'with benefits as for SHORE'. Those who have completed not less than 22 years' reckonable service may be granted such portions of their Service pension and terminal grant as the Ministry of Defence (Naval Pay and Pensions) may determine, but when their services are terminated for a misconduct the amount will not in any case exceed 90 per cent of the award which would have been admissible had the discharge been on other grounds.

9. ALL R.N. AND W.R.N.S. RATINGS AND Q.A.R.N.N.S. Nurses ordered to be discharged SNRL are to be interviewed by an officer and informed of the penalties involved (*see* B.R. 8587, *Naval Leave and Travel Regulations* and B.R. 1950, *Naval Pay Regulations*).

10. NOTATION ON SERVICE DOCUMENTS. 'Services No Longer Required'.

**0878. Discharge of probationary Wren**

1. APPLICATION.

- a. The probationary Wren may terminate her service at any time during the probationary period.
- b. The Commanding Officer, H.M.S. *Dauntless* may terminate the probationary Wren's service at any time during the probationary period.

2. AUTHORITY FOR DISCHARGE. Commanding Officer H.M.S. *Dauntless*.

3. NOTATION ON DISCHARGE CERTIFICATE (Form 1541).

- a. For discharge under 1a: 'At Own Request'.
- b. For discharge under 1b: SHORE.

4. DATE OF DISCHARGE. Date of leaving H.M.S. *Dauntless*.

5. TERMINAL BENEFITS. Nil.

6. *See also* 0836.

**0879. W.R.N.S. Ratings—Discharge for marriage reasons**

1. APPLICATION.

- a. Ratings leaving on date of marriage or on completion of period of leave (i.e. annual leave) during which they were married.
- b. Married ratings leaving at any time after a above. This provision does not apply to those who are divorced or legally separated.
- c. Ratings requesting discharge to travel abroad to marry.

2. Ratings serving in the United Kingdom must give a minimum of four months' notice before the last day of actual duty with an establishment. Ratings serving overseas are normally to give six months' notice in order to give reasonable time for a replacement to be drafted.

3. A rating travelling abroad to marry is to submit at the time of application for discharge a statement from her prospective husband that he is willing to marry her and is free to do so and also evidence of the booked passage to the country concerned.

4. Discharge under para. 1a requires the W.R.N.S. rating to forward the marriage certificate to the establishment effecting discharge. After completion of the necessary notations, the certificate is to be returned to the discharged rating.

5. AUTHORITY FOR DISCHARGE. Commanding Officer.

6. DATE OF DISCHARGE

- a. *Discharge under para. 1a.* Date of marriage or last day of leave taken at time of marriage, whichever is the later.
- b. *Discharge under para. 1b.* Last day of duty.
- c. *Discharge under para. 1c.* Last day of duty which must not be more than 14 days before date of passage.

7. TERMINAL BENEFITS. No terminal leave (*see* B.R. 8587, for those who have completed 16 years' reckonable service and for marriage leave).

8. NOTATION ON SERVICE CERTIFICATES. 'Marriage'.

**0880. Unallocated**