



Ministry of Defence

Statistical Release

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Civilian Personnel Biannual Diversity Dashboard

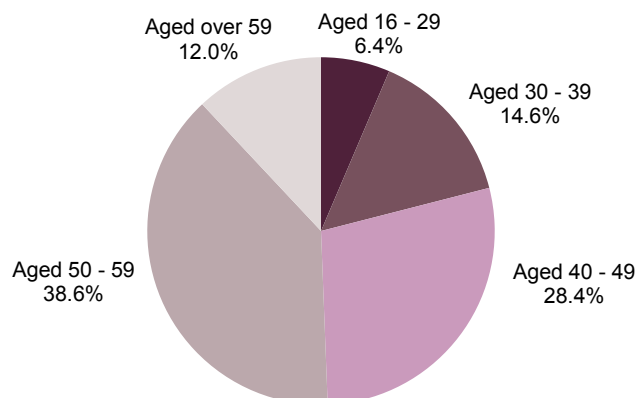
01 October 2015

This statistical release presents figures on diversity declaration and representation of minority groups of civilian personnel employed by Main MOD TLBs of the Ministry Of Defence.

Published in April 2012 for the first time, the creation of the Diversity Dashboard is to meet the Department's obligations under the Public Sector Equality Duty to provide information on its workforce identified by the Equality Act 2010.

Key Points for 1 October 2015

- The Female personnel representation rate is 40.3 per cent. For non-industrial grades this ranges from 27.1 per cent for SCS to 52.3 per cent for Band E.
- Black, Asian and Minority Ethnic (BAME) representation rate is 4.1 per cent, and is broadly the same for Band B to Band E. Across age groups BAME representation ranges from 3.2 per cent for those aged more than 59 years to 5.7 per cent for those aged 30-39 years.
- Lesbian, Gay & Bisexual (LGB) representation rate is 1.8 per cent. Across age groups LGB representation ranges from 1.0 per cent for those aged more than 59 years to 3.8 per cent for those aged 20-29 years.
- Christian representation is 70.0 per cent, with 24.8 declaring themselves as secular and 5.2 per cent declaring themselves as non-Christian.
- Part-time personnel representation is 10.6 per cent. Across non-industrial grades this ranges from 6.9 per cent for SCS to 15.1 per cent for Band B.
- The age-group distribution of MOD civilian personnel is:



Further Information: Defence Statistics Tel: 020-721-81359
Email: DefStrat-Stat-CivEnquiries@mod.uk

General Public Enquiries: [MOD Statistics Homepage](#)

Would you like to be added to our contact list, so that we can inform you about updates to these statistics and consult you if we are thinking of making changes? You can subscribe to updates by emailing DefStrat-Stat-CivEnquiries@mod.uk

Introduction

The Diversity Dashboard contains figures on the proportion of Core MOD Civilian Personnel with specific protected characteristics. It complements the Civilian Quarterly Personnel Reports (QCPR) by providing greater detail about these characteristics.

All Protected Characteristics are analysed and reported on against the relevant Minority grouping, defining Minority on a numeric basis as the smaller or smallest of two or more groups forming a whole, rather than any broader cultural or sociological definition relating to characteristics of groups.

For reported Protected Characteristics, the following elements form the numeric minority:

Gender	-	Female
Disability Status	-	Disabled
Ethnicity	-	BAME
Sexual Orientation	-	LGB
Religion & Faith	-	Non Christian
Work Status	-	Part-Time

Published in April 2012 for the first time, the creation of the joint Diversity Dashboard is to meet the Departments obligations under the Public Sector Equality Duty to provide information on its workforce in relation to the protected characteristics identified by the Equality Act 2010. Further information relating to the Public Sector Equality Duty can be found at:

<http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/>

To assist anyone who requires historical or additional data, Defence Statistics publishes Civilian and Armed Forces Personnel data via our website at the link below:

[MOD Statistics Homepage](#)

Data comparisons

This is the first publication of Diversity Dashboard where Defence Equipment and Support (DE&S) is reported outside of MOD Main (it has been reported as Bespoke Trading Entity since 01 July 2015). Due to the size and makeup of DE&S, its removal from MOD main will have an impact on a number of diversity measures (an increase or decrease which is inconsistent with previous time series data).

For example, the data shows that the female proportion of MOD main civilian personnel as at 1 October was 40.3 per cent, indicating a rise of 2.4 percentage points compared with 1 October 2014. This rise was largely driven by the reclassification of DE&S, whose headcount breakdown was 69 per cent male and 31 per cent female.

Therefore data on diversity variables prior to 1 July 2015 are not directly comparable with data after this point. Comparative data following the removal of DE&S will be available in the October 2016 publication.

Definitions

Core MOD Total

- includes: Top Level Budgetary Areas (TLBs)
- excludes: Trading funds, DE&S Bespoke Trading Entity, Royal Fleet Auxiliary and Locally engaged civilians (LECs)

For a more detailed description of these groups please refer to the glossary.

Black, Asian and Minority Ethnic (BAME): BAME is now the widely used terminology, as a collective descriptor for non-white citizens, across Whitehall, other public sector bodies and the third sector, as well as among civil service race staff networks and their cross-Whitehall umbrella body, the Civil Service Race Forum. See also Ethnic Origin.

Christian includes personnel who self identify their religion as any Christian denomination or following a religion which follows a Christian tradition.

Declaration rates: Ethnic background, disability, religion and sexual orientation are self-declared. Therefore representation rates are calculated from known declarations and exclude unknown and undeclared personnel.

Ethnic origin is the ethnic grouping to which a person has indicated that they belong. The classifications used were revised for the 2001 Census of Population when a classification of nationality was also collected. These revised definitions were also used to re-survey members of the Armed Forces and the Civil Service in 2001-02, see Black, Asian and Minority Ethnic.

Full-time civil servants are those working 37 hours a week (36 hours or over in London), excluding meal breaks.

Lesbian, Gay & Bisexual (LGB): the term referring to those who self-identify their sexual orientation as being other than Heterosexual, including, Lesbian, Gay, Bisexual and other orientations including Transgender.

Non-Christian includes all personnel who self identify their religion, belief or faith as any which is not Christian. This includes those who have self-identified as Buddhist, Hindu, Jewish, Kirati, Muslim, Sikh or any other religious belief which is not Christian.

Part-time civil servants are those working fewer than 37 hours a week (36 hours in London), excluding meal breaks.

Secular includes personnel who have self-identified as having no religion or any other beliefs (e.g. humanist).

Symbols and Conventions

Symbols

- || discontinuity in time series
- ~ fewer than five
- .. not available
- zero or rounded to zero
- < less than
- > more than

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

All percentages are calculated from headcount totals (part time equivalent to one person), from unrounded figures and are shown to 1 decimal place.

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

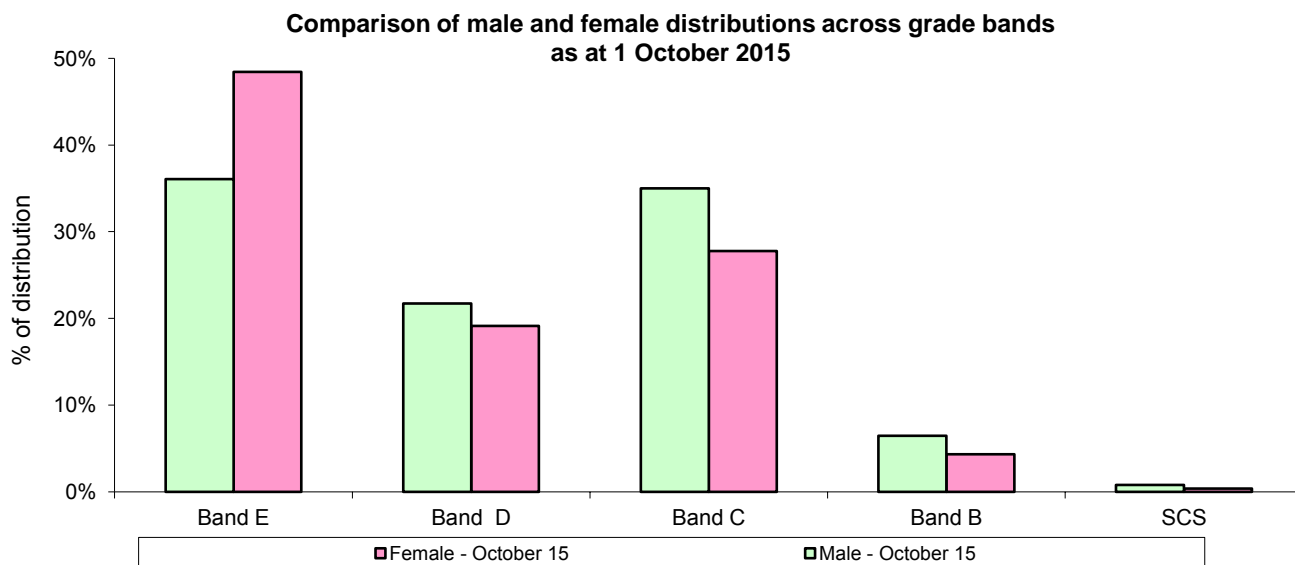
Section 1.1 - Gender representation of core MOD civilian personnel by grade

Headcount

	Female Representation by Broader Banded Grade (Number and Rate)				
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD Total	23,230	19,100	18,250	18,250	14,970
	38.3	37.2	37.3	37.9	40.3
Non Industrial	21,670	17,840	17,090	17,140	14,120
	42.5	41.4	41.5	42.1	44.9
SCS	50	50	50	60	50
	20.5	21.4	22.3	23.3	27.1
Band B	620	610	660	780	610
	25.1	26.7	28.2	30.0	35.3
Band C	5,380	4,930	5,020	5,300	3,910
	31.4	32.7	33.4	34.8	39.3
Band D	4,030	3,440	3,390	3,440	2,700
	40.2	39.5	40.6	41.2	41.9
Band E	11,580	8,790	7,950	7,540	6,820
	54.9	52.6	52.3	53.1	52.3
Industrial	1,560	1,260	1,160	1,110	860
	16.1	15.4	15.1	14.9	15.0
Skill Zones 1-4	1,530	1,240	1,140	1,100	850
	17.9	17.2	16.9	16.8	17.4
Other Industrials	30	20	20	10	~
	2.6	2.2	1.6	1.1	~

Source: Defence Statistics (Civilian)

To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.



Section 1.2 - Gender representation of core MOD civilian personnel by age range

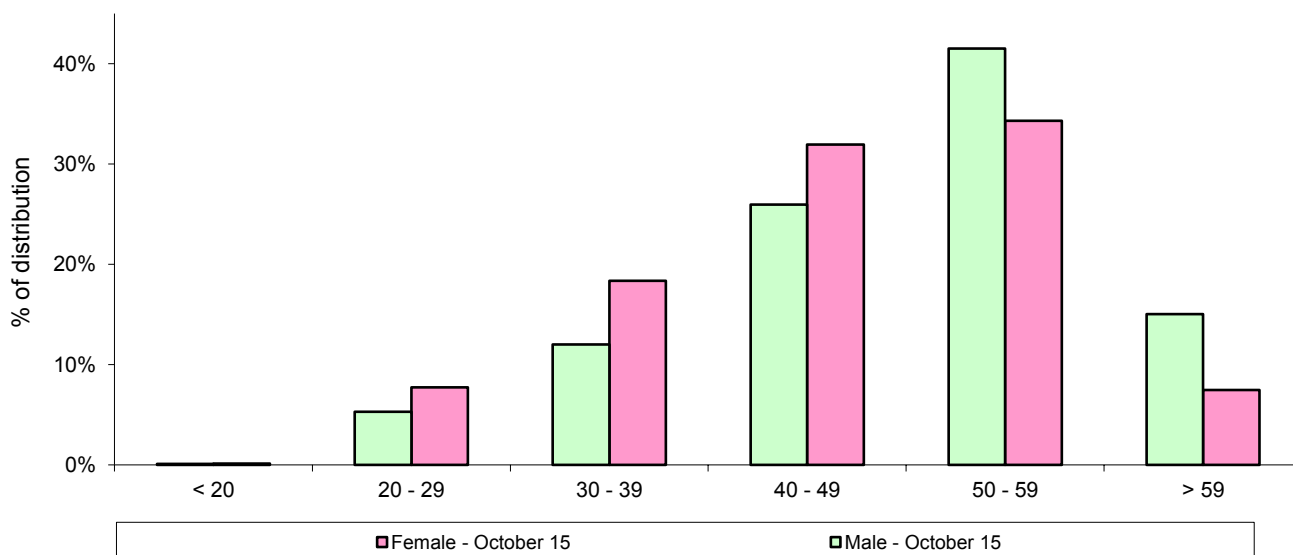
Headcount

	Female Representation by Age Range (Number and Rate)				
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD Total	23,230	19,100	18,250	18,250	14,970
	38.3	37.2	37.3	37.9	40.3
< 20	10	20	30	30	20
	14.0	22.1	25.4	28.8	47.9
20 - 29	2,170	1,670	1,560	1,580	1,160
	45.7	44.0	43.9	43.4	49.6
30 - 39	4,530	3,820	3,480	3,490	2,750
	50.0	48.5	47.5	47.5	50.8
40 - 49	7,990	6,860	6,340	6,040	4,780
	41.7	41.3	41.6	42.5	45.4
50 - 59	6,810	5,620	5,680	5,890	5,140
	33.6	32.2	32.9	33.6	35.9
> 59	1,710	1,110	1,170	1,220	1,120
	23.2	20.2	21.7	22.8	25.1

Source: Defence Statistics (Civilian)

To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.

Comparison of male and female distributions across age ranges as at 1 October 2015



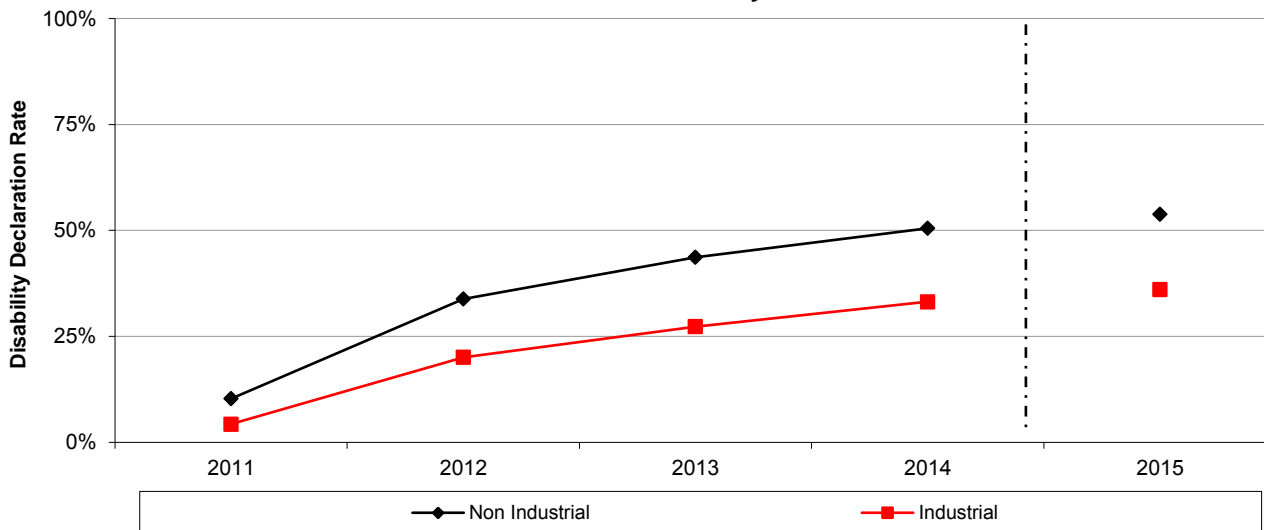
Section 2.1 - Disability declaration and representation of core MOD civilian personnel

Disability Declaration as a percentage of Core MOD TLB total civilian personnel

	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD TLB	9.3%	31.6%	41.1%	47.8% II	51.1%
Non Industrial	10.3%	33.8%	43.6%	50.5% II	53.8%
Industrial	4.3%	20.1%	27.3%	33.2% II	36.1%

Source: Defence Statistics (Civilian)

Disability Declaration Rates as a percentage of MOD TLB personnel
- 1 October each year



To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.

	Disability Status Numbers & Representation Rates					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
Core MOD Total	60,700	51,310	48,890	48,200 II	37,120	
 II	..	
Non Industrial	51,000	43,080	41,190	40,720 II	31,430	
 II	..	
Disability	970	1,760	2,000	2,190 II	1,880	
No Disability	4,290	12,810	15,970	18,380 II	15,040	
Undeclared	45,740	28,520	23,220	20,160 II	14,520	
Industrial	9,700	8,220	7,700	7,480 II	5,690	
 II	..	
Disability	60	170	210	230 II	200	
No Disability	350	1,480	1,890	2,250 II	1,850	
Undeclared	9,290	6,570	5,600	5,000 II	3,640	

Source: Defence Statistics (Civilian)

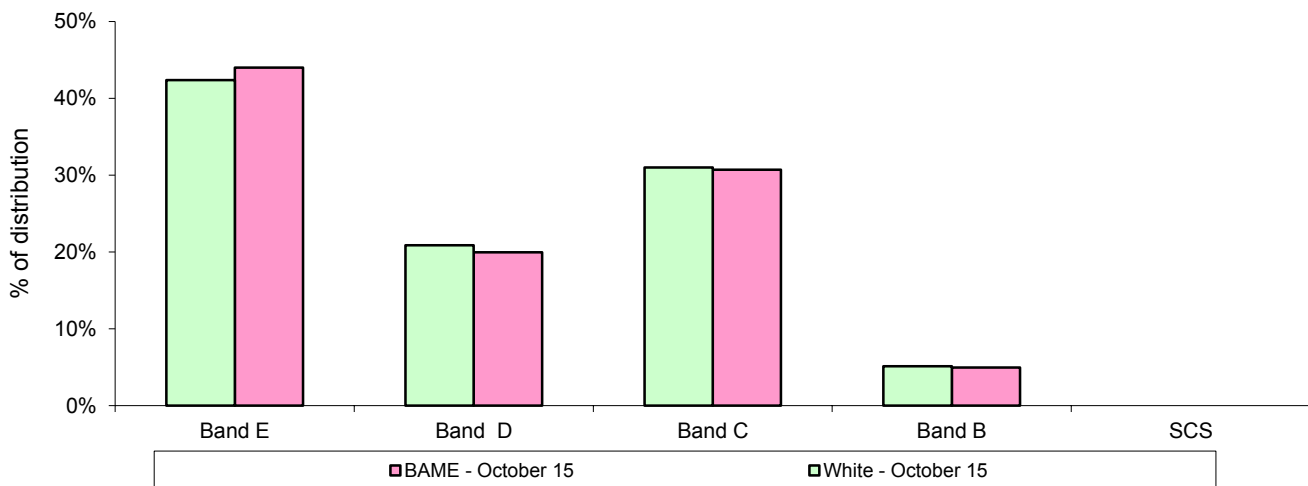
Section 3.1 - BAME representation for core MOD civilian personnel by grade

	Headcount				
	BAME Representation by Broader Banded Grade (Number and Rate)				
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD Total	1,910	1,680	1,630	1,640	1,280
	3.5	3.7	3.8	4.0	4.1
Non Industrial	1,720	1,510	1,470	1,490	1,170
	3.7	3.9	4.1	4.3	4.4
SCS	10	10	~	~	~
	3.0	2.8	~	~	~
Band B	70	70	70	80	60
	3.2	3.6	3.7	3.7	4.3
Band C	520	460	480	510	360
	3.5	3.6	3.7	4.0	4.4
Band D	290	260	260	280	230
	3.1	3.3	3.5	3.9	4.2
Band E	830	710	650	610	510
	4.3	4.6	4.8	4.9	4.6
Industrial	190	170	150	150	110
	2.4	2.5	2.4	2.5	2.4
Skill Zones 1-4	170	150	140	140	100
	2.3	2.5	2.5	2.6	2.5
Other Industrials	20	20	20	20	10
	2.7	2.3	2.2	2.1	2.0

Source: Defence Statistics (Civilian)

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Comparison of White & BAME distributions across grade bands as at 1 October 2015

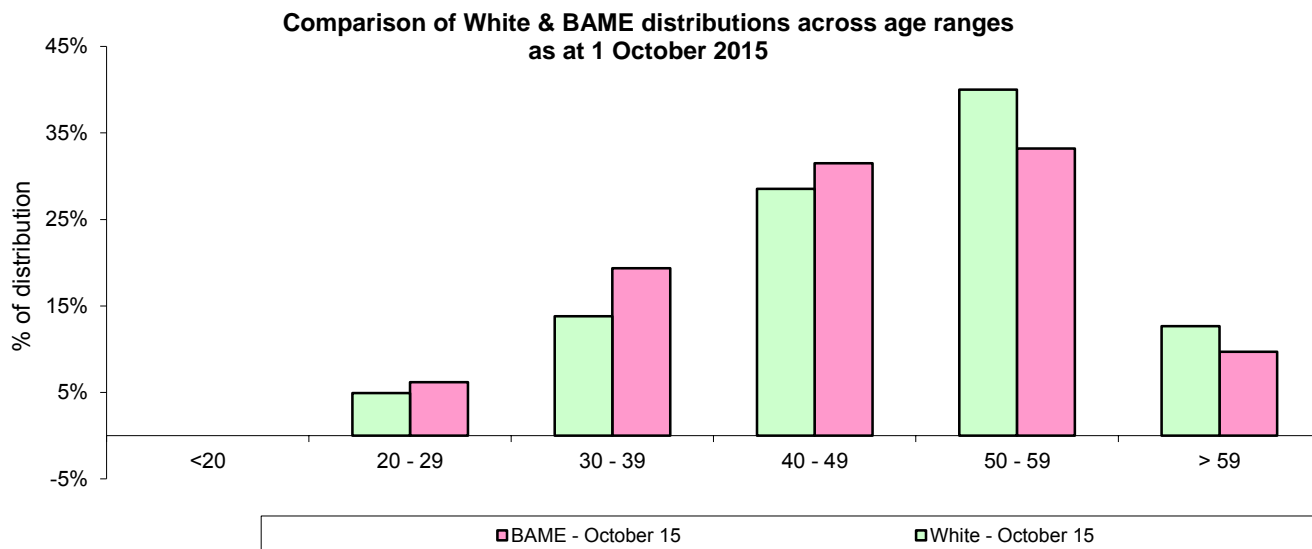


Section 3.2 - BAME representation for core MOD civilian personnel by age range

	BAME Representation by Age Range (Number and Rate)					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
	Core MOD Total	1,910	1,680	1,630	1,640	1,280
	3.5	3.7	3.8	4.0	4.1	
< 20	~	~	~		~	
	~	~	~	~	~	
20 - 29	190	150	130	140	80	
	4.4	4.5	4.5	5.0	5.1	
30 - 39	360	330	330	360	250	
	4.5	4.8	5.2	5.8	5.7	
40 - 49	690	600	540	490	400	
	4.1	4.0	4.1	4.0	4.5	
50 - 59	510	490	500	520	420	
	2.8	3.2	3.3	3.4	3.4	
> 59	150	120	120	140	120	
	2.3	2.4	2.6	2.9	3.2	

Source: Defence Statistics (Civilian)

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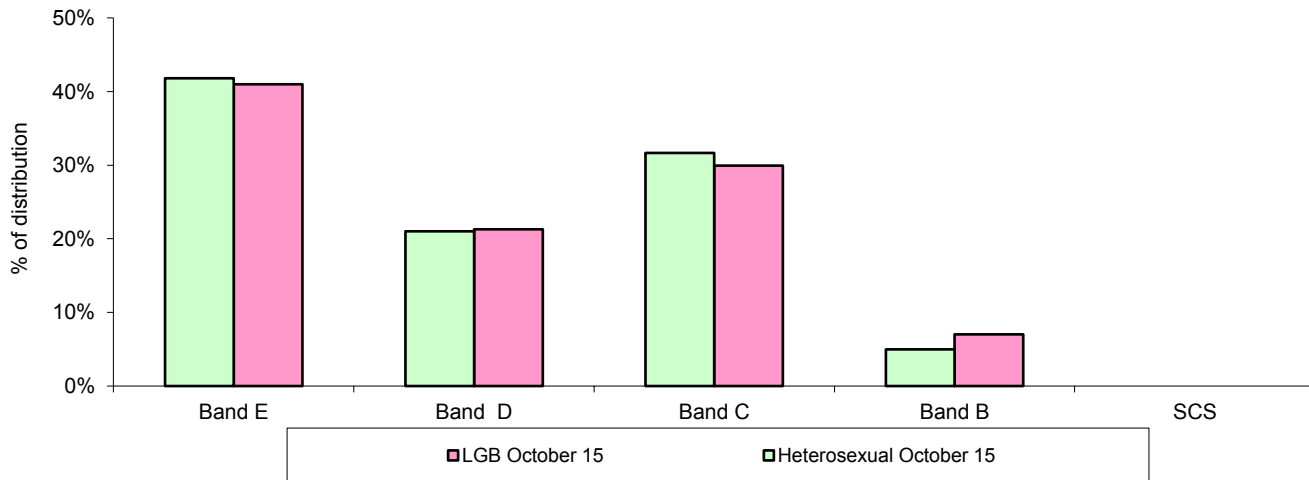
Section 4.1 - Sexual Orientation representation of core MOD civilian personnel by grade

	LGB Representation by Broader Banded Grade (Number and Rate)					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
	Core MOD Total	640	560	540	530	420
	1.6	1.6	1.7	1.7	1.8	
Non Industrial	560	490	480	470	370	
	1.6	1.7	1.7	1.7	1.8	
SCS	10	~	~	~	~	
	3.4	~	~	~	~	
Band B	20	20	20	30	30	
	1.5	1.5	1.6	1.6	2.5	
Band C	180	170	170	160	110	
	1.6	1.7	1.7	1.6	1.7	
Band D	120	100	100	110	80	
	1.7	1.6	1.7	2.0	1.8	
Band E	240	200	180	170	150	
	1.6	1.8	1.7	1.7	1.8	
Industrial	80	70	60	60	50	
	
Skill Zones 1-4	70	60	60	50	40	
	..	1.3	1.4	1.2	..	
Other Industrials	10	10	10	10	10	
	

Source: Defence Statistics (Civilian)

To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.

Comparison of Heterosexual & LGB distributions across grade bands as at 1 October 2015



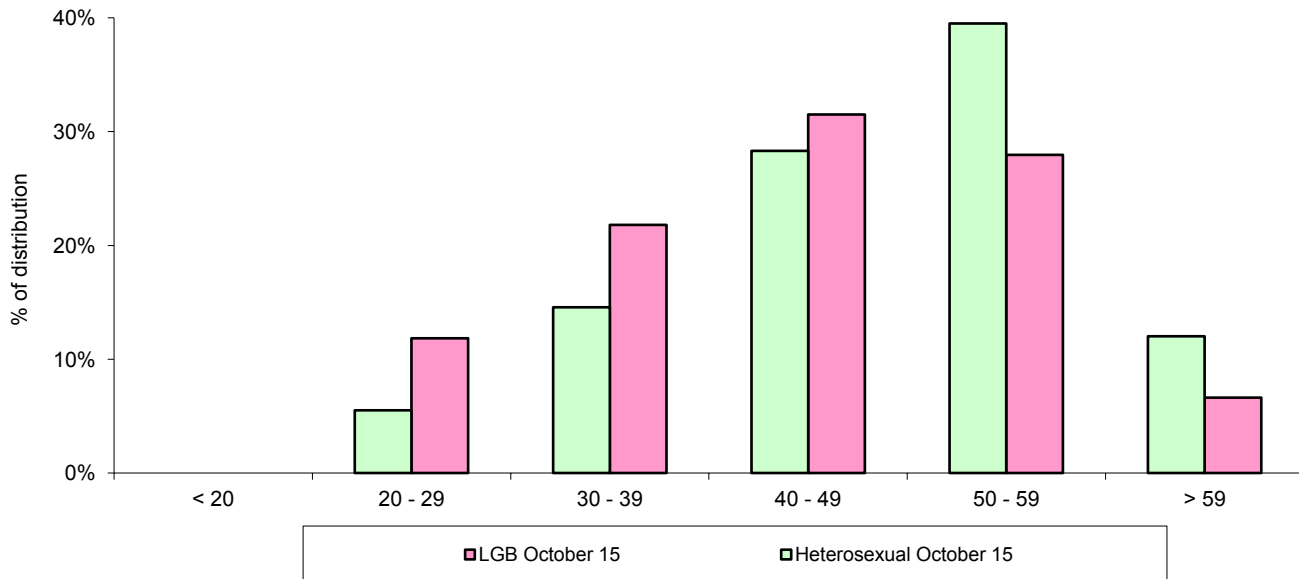
Section 4.2 - Sexual Orientation representation of core MOD civilian personnel by age range

	LGB Representation by Age Range (Number and Rate)					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
Core MOD Total	640	560	540	530 II	420	
	1.6	1.6	1.7	1.7 II	1.8	
< 20	~		~	~ II	~	
	~	~	~	~ II	~	
20 - 29	80	80	70	70 II	50	
	2.3	2.6	2.8	2.9 II	3.8	
30 - 39	130	110	110	120 II	90	
	2.1	2.1	2.2	2.3 II	2.7	
40 - 49	240	210	190	170 II	130	
	1.9	1.9	1.9	1.8 II	2.0	
50 - 59	150	130	130	140 II	120	
	1.1	1.2	1.2	1.2 II	1.3	
> 59	40	40	40	30 II	30	
	..	1.1	1.0	1.0 II	1.0	

Source: Defence Statistics (Civilian)

To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.

Comparison of Heterosexual & LGB distributions across age ranges at 1 October 2015



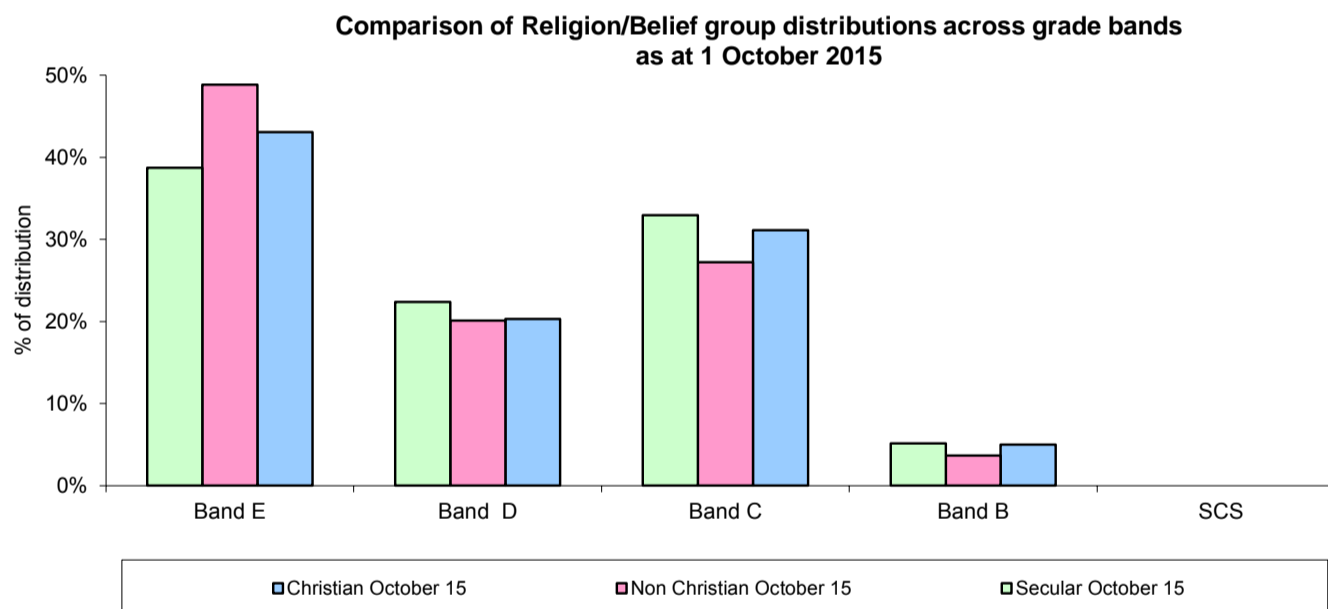
Section 5.1 - Religion/Belief representation of core MOD civilian personnel by grade group

	Headcount				
	Religion/Belief Representation by Non-Industrial and Industrial (Number and Rate)				
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD Total	40,770	34,490	32,670	31,620 II	23,620
Christian	29,220 71.7	24,340 70.6	22,850 69.9	21,820 II 69.0 II	16,540 70.0
Non Christian	2,060 5.1	1,760 5.1	1,670 5.1	1,600 II 5.1 II	1,220 5.2
Secular	9,500 23.3	8,390 24.3	8,150 25.0	8,200 II 25.9 II	5,860 24.8
Non Industrial	35,080	29,610	28,170	27,240 II	20,440
Christian	25,130 71.6	20,860 70.4	19,650 69.7	18,720 II 68.7 II	14,270 69.8
Non Christian	1,780 5.1	1,510 5.1	1,430 5.1	1,370 II 5.0 II	1,040 5.1
Secular	8,180 23.3	7,250 24.5	7,090 25.2	7,150 II 26.3 II	5,130 25.1
Industrial	5,690	4,880	4,500	4,380 II	3,170
Christian	4,090 ..	3,480 ..	3,200 ..	3,100 II .. II	2,270 ..
Non Christian	280 ..	250 ..	230 ..	230 II .. II	180 ..
Secular	1,320 ..	1,150 ..	1,060 ..	1,050 II .. II	720 ..

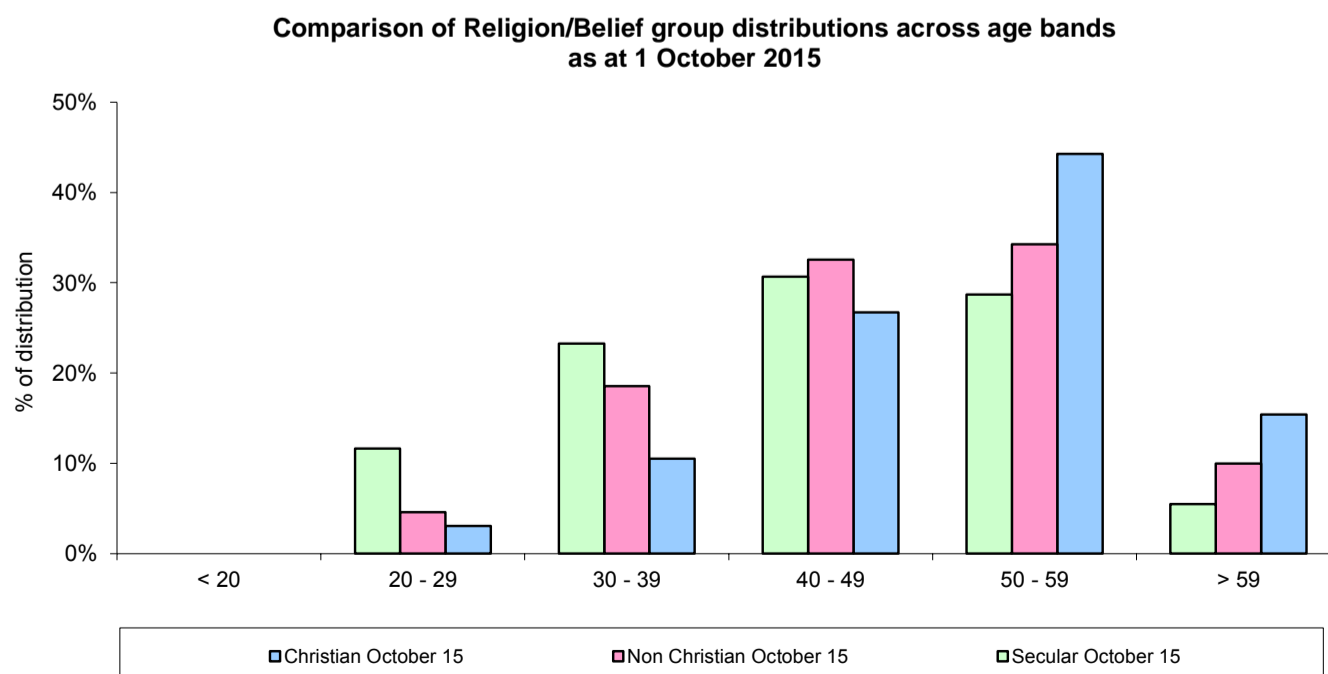
Source: Defence Statistics (Civilian)

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Section 5.1 - Religion/Belief representation of core MOD civilian personnel by grade



Section 5.2 - Religion/Belief representation of core MOD civilian personnel by age range

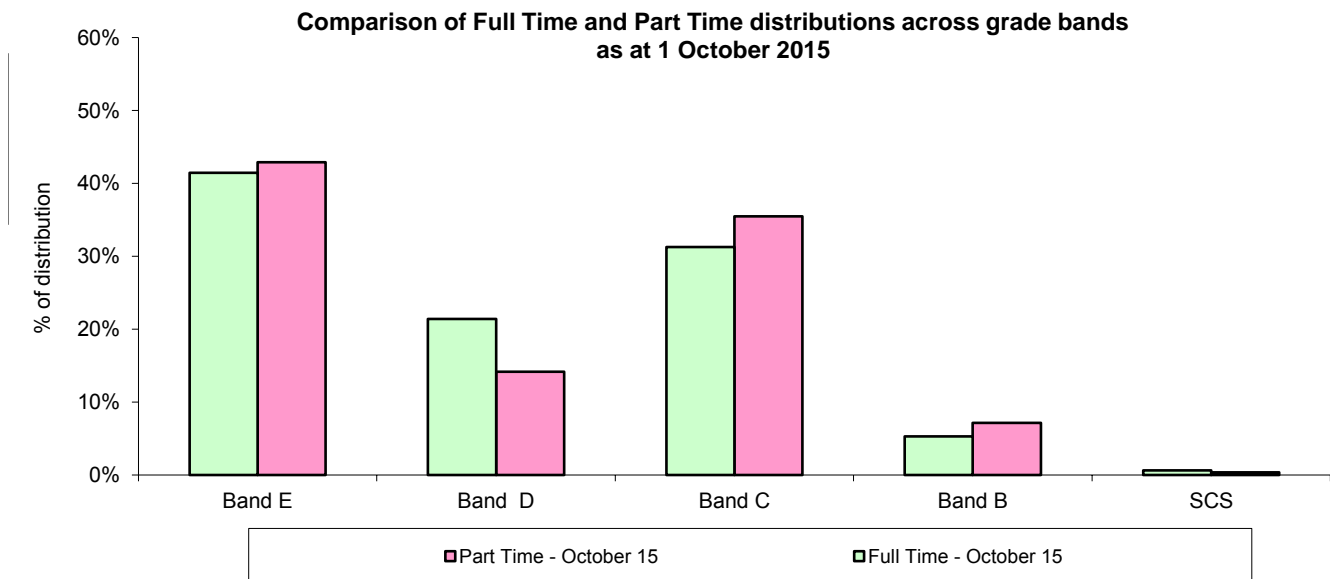


Section 6.1 - Full-Time/Part-Time representation of core MOD civilian personnel by grade

	Headcount				
	Part-Time Representation by Broader Banded Grade (Number and Rate)				
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15
Core MOD Total	6,470	5,010	4,750	4,780 II	3,930
	10.7	9.8	9.7	9.9	10.6
Non Industrial	6,020	4,660	4,420	4,460 II	3,660
	11.8	10.8	10.7	11.0	11.6
SCS	20	10	20	20	10
	6.2	5.1	7.0	7.1	6.9
Band B	260	240	260	270	260
	10.5	10.5	11.0	10.4	15.1
Band C	1,940	1,700	1,650	1,730	1,290
	11.3	11.3	11.0	11.3	13.0
Band D	850	690	680	680	520
	8.5	8.0	8.2	8.1	8.0
Band E	2,950	2,010	1,800	1,750	1,560
	14.0	12.0	11.9	12.4	12.0
Industrial	450	350	330	310 II	270
	4.6	4.3	4.3	4.2	4.7
Skill Zones 1-4	450	350	330	310	270
	5.2	4.9	4.9	4.8	5.5
Other Industrials	-	-	-	-	-
	-	-	-	-	-

Source: Defence Statistics (Civilian)

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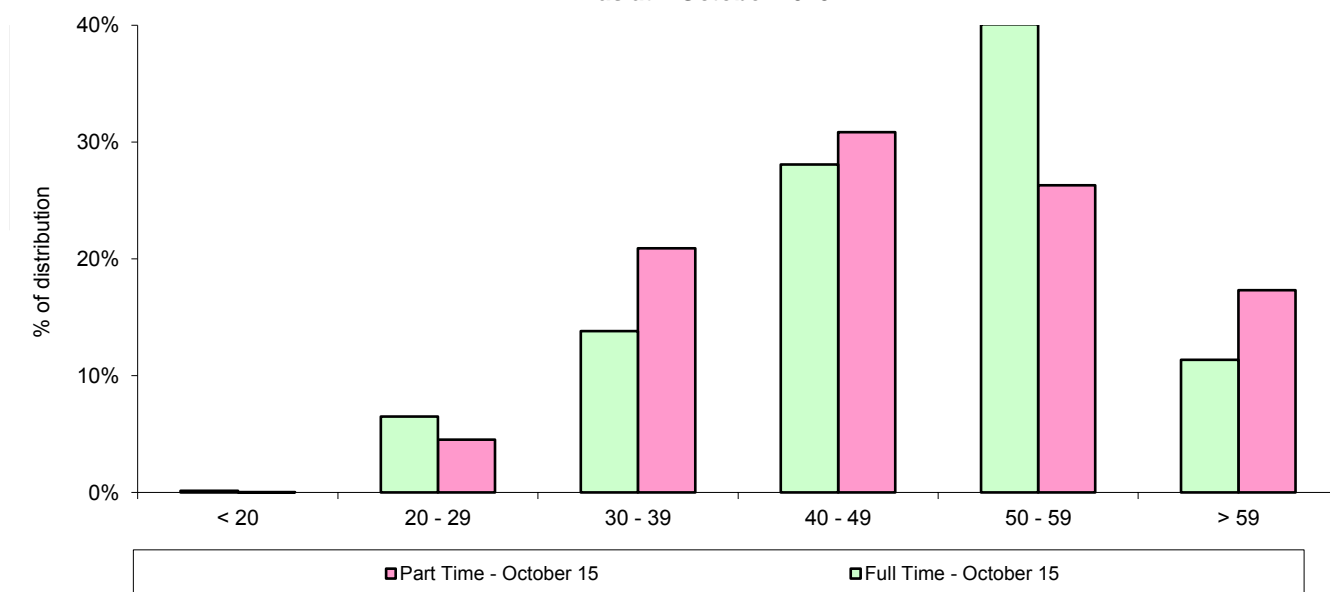
Section 6.2 - Full-Time/Part-Time representation of core MOD civilian personnel by age range

	Part-Time Representation by Age Range (Number and Rate)					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
	Core MOD Total	6,470	5,010	4,750	4,780 II	3,930
	10.7	9.8	9.7	9.9 II	10.6	
< 20	~	~	10	~ II	~	
	~	~	8.2	~ II	~	
20 - 29	340	280	250	240 II	180	
	7.1	7.5	7.0	6.5 II	7.6	
30 - 39	1,380	1,100	1,020	1,040 II	820	
	15.3	14.0	13.9	14.2 II	15.2	
40 - 49	2,200	1,760	1,620	1,540 II	1,210	
	11.5	10.6	10.6	10.8 II	11.5	
50 - 59	1,450	1,140	1,110	1,160 II	1,030	
	7.2	6.6	6.4	6.6 II	7.2	
> 59	1,090	720	740	800 II	680	
	14.8	13.0	13.8	14.9 II	15.3	

Source: Defence Statistics (Civilian)

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Comparison of Full Time and Part Time distributions across age ranges as at 1 October 2015



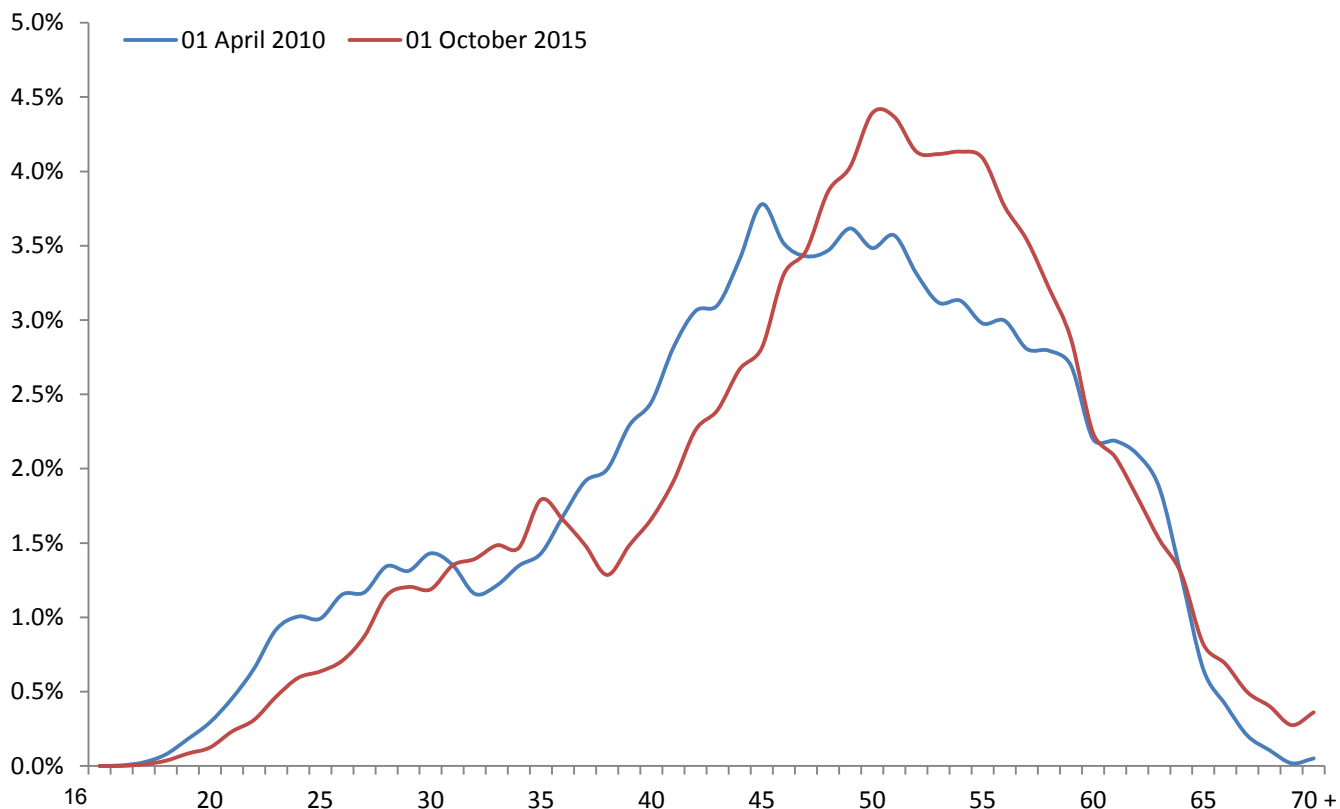
Section 7.1 - Age Range of core MOD civilian personnel

	Age Range (Number and Proportion)					Headcount
	Oct-11	Oct-12	Oct-13	Oct-14	Oct-15	
	Core MOD Total	60,700	51,310	48,890	48,200	37,120
< 20	100 0.2	90 0.2	120 0.2	110 II 0.2 II	50 0.1	
20 - 29	4,750 7.8	3,800 7.4	3,540 7.2	3,640 II 7.5 II	2,340 6.3	
30 - 39	9,070 14.9	7,870 15.3	7,330 15.0	7,340 II 15.2 II	5,410 14.6	
40 - 49	19,150 31.5	16,630 32.4	15,230 31.2	14,230 II 29.5 II	10,540 28.4	
50 - 59	20,260 33.4	17,420 34.0	17,280 35.3	17,540 II 36.4 II	14,340 38.6	
> 59	7,370 12.1	5,500 10.7	5,380 11.0	5,340 II 11.1 II	4,450 12.0	

Source: Defence Statistics (Civilian)

To note: Data comparisons cannot be made between October 2015 data and previous annual October data points, as the Defence Equipment and Support (DE&S) stopped being reported by Defence Statistics a Top Level Budgetary Area from 1 July 2015. For a more detailed description, please see page 2 of the publication.

Age Profile of core MOD civilian personnel, as at 1 April 2010 and 1 October 2015



Data sources, quality and methods

All figures presented in tables 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 below.

Data for core MOD civilian personnel are taken from the personnel system - Human Resources Management System (HRMS) and are shown on a Headcount basis.

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 DASA to assess the accuracy or consistency of the declarations made by individuals within these fields.

A breakdown by grade band and age is not presented for religion as the comparison shown is not between a minority and majority group. The 3-way comparison between Christian, non-Christian and Secular beliefs would fragment the data too much to be meaningful or statistically viable in a tabular format.

All ages quoted in this publication are based on ‘age at last Birthday’. Ages are derived by the formula ‘situation date (for strengths) minus date of birth’.

Across the period covered by this report since October 2010 10,740 personnel have left under the Voluntary Early Release Scheme (VERS). While this report does not look at flows it should be noted that, representation rates are inevitably affected by the diversity characteristics of those that have left.

Civilian Disability Data

The disability field on the department’s Human Resource Management System (HRMS) was reset on 18 April 2011 to accommodate the new disability reporting requirements resulting from the 2011 census exercise. Consequently all disability records were reset and personnel have been requested to re-declare their disability status. With disability declaration being optional, progress has been slow in personnel making new declarations. Following the HRMS reset declaration rates fell to 4.6 per cent and had only increased to 46.4 per cent by April 2014. To observe representation rates with declaration rates as low as this would not have any statistical validity. From the current rate of progress, we do not anticipate being able to report disability representation figures for the foreseeable future. In view of this, disability representation rates remain withheld for May 2011 onwards, until further notice. Data prior to this time are unaffected.

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

Feedback

Defence Statistics (DS) welcome feedback on our statistical products. If you have any comments or questions about this publication or about DS' statistics in general, you can contact us as follows:

Defence Statistics (Civilian) 020 721 81359

Email DefStrat-Stat-CivEnquiries@mod.uk

Visit our website at [MOD Statistics Homepage](#).

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.

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 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.

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.

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).

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.

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.

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.

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.