



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 DE&S Trading Entity, Trading Funds/Executive agency and Locally engaged civilians.

Key Points and Trends

MOD civilian personnel strength (FTE)

at 1 July 2017

an increase of 540 (1.0%) compared with 1 July 2016

▲ **56,690**

MOD civilian personnel inflow

12 months to 30 June 2017

an increase of 1,100 (26.4%) compared with previous 12 months

▲ **5,270**

MOD civilian personnel outflow

12 months to 30 June 2017

a decrease of 1,130 (20.0%) compared with previous 12 months

▼ **4,510**

MOD civilian personnel non-industrial grade breakdown

at 1 July 2017

SCS	0.7 per cent
Band B	6.0 per cent
Band C	32.2 per cent
Band D	20.6 per cent
Band E	40.6 per cent

MOD civilian personnel (diversity)

There has been little change in the diversity representation of the civilian personnel for ethnicity, sexual orientation, religion or working patterns since July 2015. Female representation has shown a 1.6 percentage point rise during this period.

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

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

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Definitions

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

	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. From 1 July 2017 this total will include 'Executive Agency' data.

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 (FTE)

Full Time Equivalent (Table 1)

The Ministry of Defence total civilian population (Level 0) as at 1 July 2017 was 56,690 an increase of 540 (1.0 per cent) compared with 1 July 2016. The net change comprised of:

Group	FTE as at 1 July 2017	Change compared with 1 July 2015	Change compared with 1 July 2016
Top Level Budgetary areas	35,220	-910	-390
Royal Fleet Auxiliary	1,940	30	-10
DE&S Trading Entity	10,820	290	1,000
Trading Fund & Executive Agency	4,410	-150	30
Locally engaged civilians	4,300	-770	-90
Civilian Level 0 Total	56,690	-1,510	540

The Level 1 (TLBs and RFA) personnel as at 1 July 2017 was 37,160. 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 is 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 July 2017 was 10,820.

The Trading Fund (including Executive agency) personnel total as at 1 July 2017 was 4,410, an increase of 0.7 per cent (30 personnel) compared with 1 July 2016.

The number of Locally engaged civilians as at 1 July 2017 was 4,300, a decrease of 2.0 per cent (90 personnel) compared with 1 July 2016.

Breakdown of Civilian personnel (FTE) by main groups, as at 1 July 2017

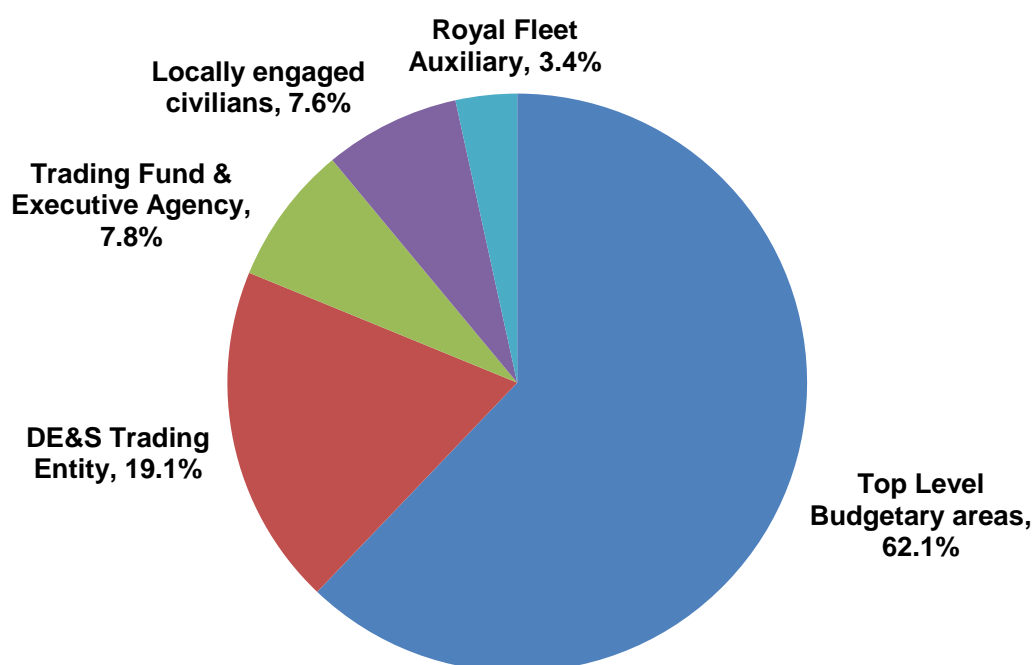


Table 1 - Civilian personnel by Top Level Budgetary Area (Full Time Equivalent)

	FTE						
	2015 1 Jul	2016 1 Jul	2016 1 Oct	2017 1 Jan	2017 1 Apr	2017 1 Jul	12 Month change
Top Level Budgetary areas (TLBs)	36,130	35,600	35,550	35,290	35,380	35,220	-390
Navy Command	2,510	2,560	2,550	2,520	2,520	2,530	-40
Army TLB	10,650	10,210	10,140	10,060	9,990	9,930	-280
HQ Air Command	4,980	4,730	4,680	4,530	4,510	4,460	-270
Head Office & Corporate Services	7,800	7,830	7,880	7,900	7,970	7,770	-60
Joint Forces Command	6,030	6,040	6,040	5,990	6,040	6,100	60
Defence Infrastructure Organisation	4,150	4,240	4,260	4,280	4,330	4,360	120
DG Nuclear	*	*	*	*	*	80	*
Unallocated	~	10	~	10	~	~	~
Royal Fleet Auxiliary (RFA)	1,910	1,960	1,950	1,940	1,930	1,940	-10
Apprentices	10	100	120	120	120	110	10
Cadets	90	80	90	90	80	80	-
Civilians	180	170	160	160	150	140	-30
Sponsored Reserves	1,630	1,610	1,580	1,570	1,580	1,620	10
Civilian Level 1 Total	38,040	37,560	37,500	37,220	37,300	37,160	-400
DE&S Trading Entity	10,530	9,820	10,120	10,310	10,670	10,820	1,000
Trading Funds & Executive Agency Total	4,560	4,380	4,430	4,460	4,460	4,410	30
Defence Science & Technology Laboratory	3,650	3,540	3,590	3,620	3,610	3,570	40
Hydrographic Office	910	850	840	840	840	840	-10
Locally engaged civilians (LEC)	5,070	4,390	4,380	4,180	4,250	4,300	-90
Civilian Level 0 Total	58,200	56,150	56,420	56,170	56,680	56,690	540

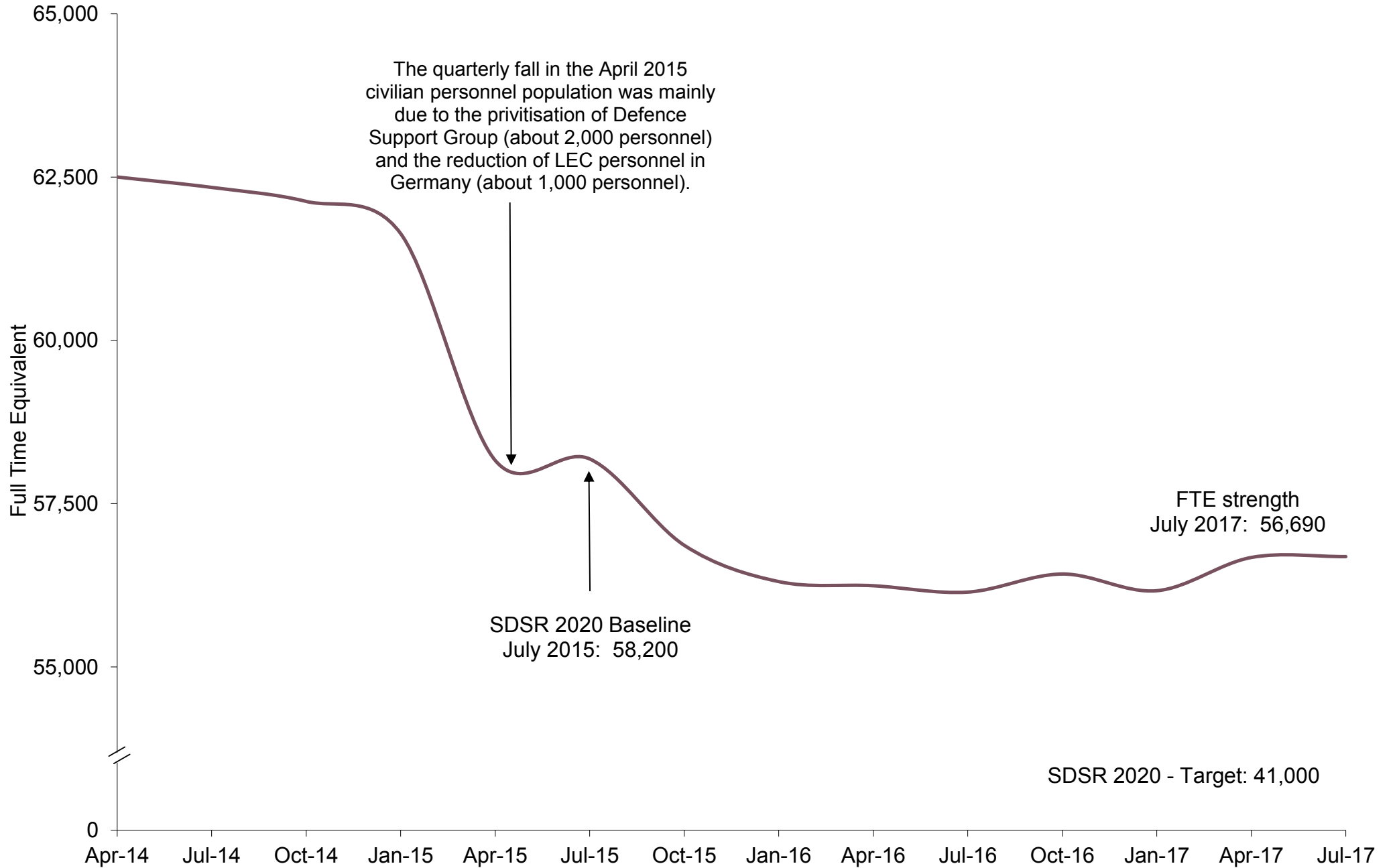
Source: Defence Statistics (Civilian)

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

Group	FTE		
	FTE as at 1 July 2017	Change compared with 1 July 2015	Change compared with 1 July 2016
Top Level Budgetary areas	35,220	-910	-390
Royal Fleet Auxiliary	1,940	30	-10
DE&S Trading Entity	10,820	290	1,000
Trading Fund & Executive Agency	4,410	-150	30
Locally engaged civilians	4,300	-770	-90
Civilian Level 0 Total	56,690	-1,510	540

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

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

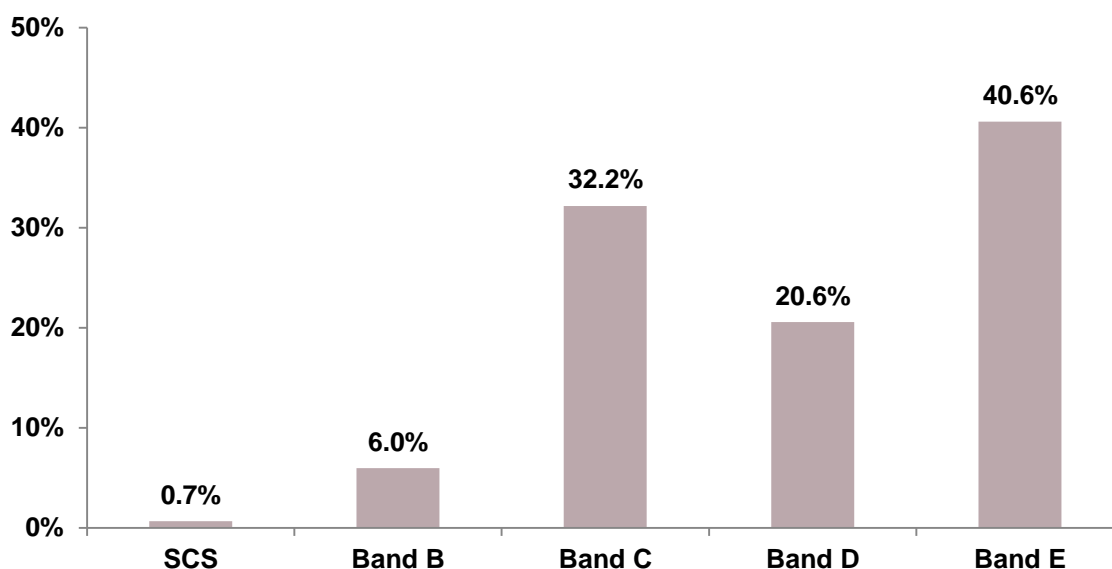


Civilian Personnel by Grade Equivalence

Full Time Equivalent (Table 2)

The proportion of civilian personnel in a Top level Budgetary Area (TLB) who were non-industrial has slowly increased since the SDSR baseline in July 2015. The proportion has ranged from 84.3 per cent (July 2015) to 86.2 per cent as at 1 July 2017.

Proportion of non-industrial civilian personnel, by grade*, as at 1 July 2017



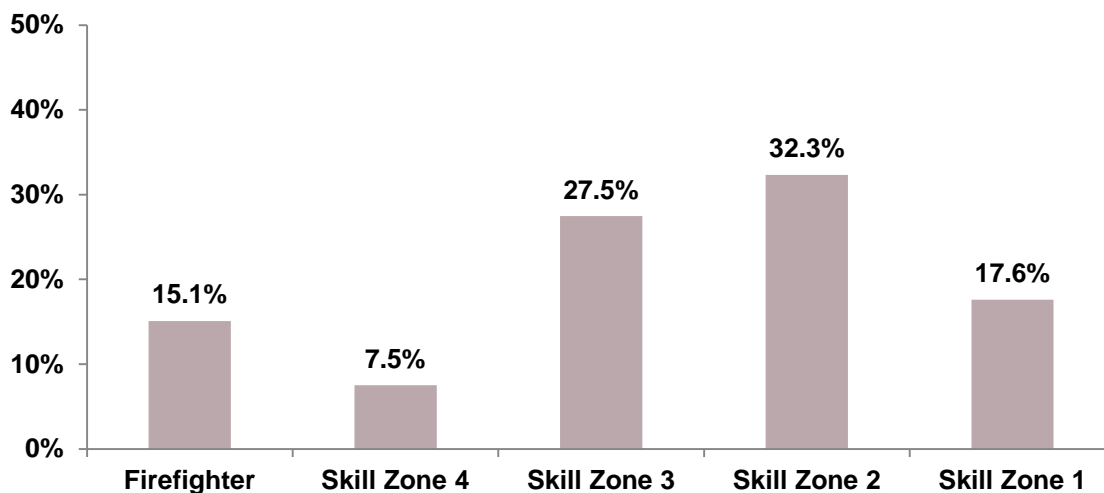
* Excludes unknown grades.

Proportion range of non-industrial civilian personnel, by grade, July 2015 to July 2017

Grade	Proportion (%) range from July 2015 to July 2017		Difference (ppts)
	Minimum	Maximum	
SCS	0.6	0.7	0.1
Band B	5.3	6.0	0.7
Band C	31.8	32.2	0.4
Band D	20.6	20.8	0.2
Band E	40.6	41.4	0.8

Within non-industrial grades there has been little variation since the SDSR baseline of July 2015, with all differences being less than one percentage point.

Proportion of industrial civilian personnel, by grade*, as at 1 July 2017



* Excludes apprentices.

Proportion range of industrial civilian personnel, by grade, July 2015 to July 2017

Grade	Proportion (%) range from July 2015 to July 2017		Difference (ppts)
	Minimum	Maximum	
Firefighters	14.0	15.2	1.2
Skill Zone 4	7.1	7.5	0.4
Skill Zone 3	27.4	28.8	1.4
Skill Zone 2	30.8	32.3	1.5
Skill Zone 1	17.6	19.1	1.5

For industrial grades, the variation has been less than two percentage points. Firefighters (15.1%) and Skill Zone 2 (32.3%) are at or near their highest range of industrial grades, while Skill Zones 1 and 3 are at the lower end of their ranges.

Table 2 - Civilian personnel by grade equivalence¹ (Full Time Equivalent)

	FTE					
	2015	2016	2016	2017	2017	2017
	1 Jul	1 Jul	1 Oct	1 Jan	1 Apr	1 Jul
Civilian Level 0 Total	58,200	56,140	56,420	56,170	56,680	
Non Industrial Total	30,450	30,360	30,390	30,230	30,440	30,370
SCS & Equivalent ²	190	200	200	200	200	200
Band B1 & Equivalent	410	440	450	460	470	460
Band B2 & Equivalent	1,210	1,300	1,320	1,320	1,320	1,340
Band C1 & Equivalent	3,280	3,360	3,340	3,340	3,370	3,380
Band C2 & Equivalent	6,440	6,340	6,300	6,260	6,350	6,380
Band D & Equivalent	6,300	6,250	6,220	6,250	6,280	6,230
Band E1 & Equivalent	9,140	9,180	9,180	9,130	9,190	9,150
Band E2 & Equivalent	3,430	3,220	3,230	3,210	3,190	3,150
Other ³	60	80	150	60	70	70
Industrial Total	5,670	5,240	5,160	5,050	4,940	4,850
Firefighter	800	740	740	720	750	730
Skill Zone 4	410	380	380	370	360	360
Skill Zone 3	1,630	1,480	1,450	1,420	1,350	1,330
Skill Zone 2	1,750	1,670	1,640	1,610	1,590	1,570
Skill Zone 1	1,080	970	950	930	880	850
Apprentice	~	~	~	10	~	~
Royal Fleet Auxiliary⁴	1,910	1,960	1,950	1,940	1,930	1,940
DE&S Trading Entity	10,530	9,820	10,120	10,310	10,670	10,820
Trading Funds & Executive Agency Total⁴	4,560	4,380	4,430	4,460	4,460	4,410
Locally engaged civilians⁴	5,070	4,390	4,380	4,180	4,250	4,300

Source: Defencstatistics (Civilian)

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. Data by grade are not available for Royal Fleet Auxiliary, Trading Funds, Executive Agency and Locally engaged civilians.

Civilian Personnel (Headcount)

Headcount (Table 3)

The Ministry of Defence total civilian headcount (Level 0) as at 1 July 2017 was 58,500 a rise of 680 personnel (1.2 per cent) compared with 1 July 2016.

HQ Air Command had the largest percentage reduction in TLB headcount, with a fall of 5.6 per cent (270 personnel) compared with 1 July 2016, while Army decreased the most (280 personnel), equating to a 2.7 per cent decrease.

As at 1 July 2017, the Bespoke Trading Entity was 11,110, an increase of 10.5 per cent (1,050 personnel) compared with 1 July 2016.

The number of Locally engaged civilians fell by 1.3 per cent from July 2016 (4,490 personnel) to July 2017 (4,430 personnel).

Headcount (Table 4)

There has been little change in the diversity representation of civilian personnel for ethnicity, sexual orientation, religion or working patterns since July 2015, while female representation has shown a 1.6 percentage point increase over the same period.

Female representation as at 1 July 2017 was 41.8 per cent, a 0.9 percentage point increase compared with July 2016. In July 2015 there was a rise of 2.2 percentage points compared to the previous quarter. 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.

'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 as at 1 July 2017 it stood at 4.5 per cent. 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), increasing slightly to 2.1 per cent as at 1 July 2017. Non-Christian representation has remained relatively stable throughout, and as at 1 July 2017 was 5.3 per cent.

Since 1 April 2010 the proportion of part-time personnel has ranged between 9.5 per cent (1 January 2013) and 11.3 per cent (1 July 2017).

Each diversity field except gender is based on self-declaration. Each member of personnel can choose from the following options: 'One of the available diversity fields', 'Choose not to declare' and 'No response'. Declaration rates for 'Ethnicity', 'Religion' and 'Sexual orientation' have shown a steady fall over the last 2 years.

Proportion of MOD main personnel who chose to declare their diversity status as at 1 July 2017

Diversity variable	Declaration %	Percentage point change with 1 July 2016
Ethnicity	80.8%	-1.8 ppts
Sexual orientation	62.8%	-0.3 ppts
Religion or belief	62.2%	-0.6 ppts
Disability	56.9%	+2.7 ppts

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

	Headcount						
	2015 1 Jul	2016 1 Jul	2016 1 Oct	2017 1 Jan	2017 1 Apr	2017 1 Jul	12 Month change
Top Level Budgetary areas (TLBs)	37,320	36,770	36,710	36,450	36,560	36,440	-320
Navy Command	2,610	2,670	2,650	2,620	2,630	2,630	-30
Army TLB	11,040	10,560	10,480	10,400	10,330	10,270	-280
HQ Air Command	5,130	4,870	4,820	4,670	4,650	4,600	-270
Head Office & Corporate Services	8,020	8,060	8,120	8,140	8,220	8,030	-30
Joint Forces Command	6,280	6,290	6,290	6,240	6,310	6,370	80
Defence Infrastructure Organisation	4,230	4,320	4,350	4,370	4,430	4,460	130
DG Nuclear	*	*	*	*	*	80	*
Unallocated	~	10	~	10	~	~	~
Royal Fleet Auxiliary (RFA)	1,910	1,960	1,950	1,940	1,930	1,940	-10
Apprentices	10	100	120	120	120	110	10
Cadets	90	80	90	90	80	80	-
Civilians	180	170	160	160	150	140	-30
Sponsored Reserves	1,630	1,610	1,580	1,570	1,580	1,620	10
Civilian Level 1 Total	39,230	38,720	38,660	38,390	38,490	38,380	-340
DE&S Trading Entity	10,780	10,050	10,360	10,570	10,940	11,110	1,050
Trading Funds & Executive Agency Total	4,740	4,550	4,590	4,620	4,630	4,580	30
Defence Science & Technology Laboratory	3,800	3,670	3,720	3,760	3,760	3,700	30
Hydrographic Office	940	870	870	870	870	870	-
Locally engaged civilians (LEC)	5,220	4,490	4,470	4,290	4,360	4,430	-60
Civilian Level 0 Total	59,970	57,810	58,090	57,870	58,420	58,500	680

Source: Defence Statistics (Civilian)

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

Group	Headcount		
	Headcount as at 1 July 2017	Change compared with 1 July 2015	Change compared with 1 July 2016
Top Level Budgetary areas	36,440	-880	-320
Royal Fleet Auxiliary	1,940	30	-10
DE&S Trading Entity	11,110	320	1,050
Trading Fund & Executive Agency	4,580	-160	30
Locally engaged civilians	4,430	-790	-60
Civilian Level 0 Total	58,500	-1,470	680

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

Table 4 - Core civilian personnel by sex, ethnicity, disability, sexual orientation, religion or belief and working patterns (Headcount)

	Headcount					
	2015 1 Jul	2016 1 Jul	2016 1 Oct	2017 1 Jan	2017 1 Apr	2017 1 Jul
Sex						
Total	37,320	36,770	36,710	36,450	36,560	36,440
Female	15,010	15,040	15,090	15,040	15,220	15,250
<i>Percentage Female</i>	<i>40.2</i>	<i>40.9</i>	<i>41.1</i>	<i>41.3</i>	<i>41.6</i>	<i>41.8</i>
Male	22,310	21,720	21,620	21,400	21,350	21,190
Ethnicity						
Total	37,320	36,770	36,710	36,450	36,560	36,440
Black, Asian and Minority Ethnic (BAME)	1,290	1,290	1,290	1,300	1,310	1,320
<i>Percentage¹ (BAME)</i>	<i>4.1</i>	<i>4.2</i>	<i>4.3</i>	<i>4.3</i>	<i>4.4</i>	<i>4.5</i>
White	30,060	29,060	28,850	28,530	28,400	28,120
Choose Not to Declare	1,170	1,170	1,160	1,150	1,150	1,130
No Response	4,800	5,250	5,420	5,470	5,700	5,870
Disability²						
Total
Disabled
<i>Percentage¹ Disabled</i>	<i>..</i>	<i>..</i>	<i>..</i>	<i>..</i>	<i>..</i>	<i>..</i>
Not Disabled
Choose Not to Declare
No Response
Sexual Orientation						
Total	37,320	36,770	36,710	36,450	36,560	36,440
Lesbian, Gay, Bisexual	420	440	460	460	470	480
<i>Percentage¹ Lesbian, Gay, Bisexual</i>	<i>1.7</i>	<i>1.9</i>	<i>2.0</i>	<i>2.0</i>	<i>2.0</i>	<i>2.1</i>
Heterosexual	23,370	22,750	22,720	22,550	22,530	22,400
Choose Not to Declare	5,460	5,110	4,970	4,870	4,790	4,670
No Response	8,080	8,460	8,560	8,580	8,770	8,880
Religion or Belief						
Total	37,320	36,770	36,710	36,450	36,560	36,440
Christian	16,740	16,020	15,880	15,710	15,600	15,420
Non Christian Religion ³	1,230	1,190	1,180	1,190	1,190	1,200
<i>Percentage¹ Non Christian</i>	<i>5.2</i>	<i>5.2</i>	<i>5.1</i>	<i>5.2</i>	<i>5.2</i>	<i>5.3</i>
Secular ⁴	5,840	5,900	5,970	5,960	6,030	6,060
Choose Not to Declare	5,410	5,140	5,050	4,960	4,910	4,820
No Response	8,110	8,510	8,630	8,630	8,830	8,950
Working Patterns						
Total	37,320	36,770	36,710	36,450	36,560	36,440
Part Time	4,060	3,930	3,930	3,920	4,000	4,100
<i>Percentage¹ Part Time</i>	<i>10.9</i>	<i>10.7</i>	<i>10.7</i>	<i>10.8</i>	<i>11.0</i>	<i>11.3</i>
Full Time	33,250	32,830	32,780	32,530	32,560	32,340
DE&S Trading Entity	10,780	10,050	10,360	10,570	10,940	11,110
Trading Funds & Executive Agency	4,740	4,550	4,590	4,620	4,630	4,580
Royal Fleet Auxiliary	1,910	1,960	1,950	1,940	1,930	1,940
Locally engaged civilians	5,220	4,490	4,470	4,290	4,360	4,430
Civilian Level 0 Total	59,970	57,810	58,090	57,870	58,420	58,500

Source: Defence Statistics (Civilian)

1. Percentages are based on known declarations as recorded on HRMS, and exclude data for unknown or undeclared entries.

2. 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](#)

3. Non Christian Religion refers to all those declaring religious beliefs other than Christian denominations.

4. Secular refers to all those declaring that they have no religious beliefs.

Intake and Outflow of Civilian Personnel (Headcount)

The annual intake of civilian personnel in the 12 months to 30 June 2017 was 5,270 a 26.4 per cent increase (1,100 personnel) compared with the previous 12 months. Of this total:

- 55.1 per cent (2,900 personnel) were recruited into MOD Main TLBs
- 35.3 per cent (1,860 personnel) were recruited by a Bespoke Trading Entity
- 9.6 per cent (500 personnel) were recruited into a Trading Fund/Executive agency

The annual outflow of civilian personnel in the 12 months to 30 June 2017 was 4,510, a 20.0 per cent decrease (1,130 personnel) compared with the previous 12 months. Of this total:

- 72.8 per cent (3,290 personnel) were from MOD Main TLBs
- 16.9 per cent (760 personnel) were from a Bespoke Trading Entity
- 10.3 per cent (460 personnel) were from a Trading Fund/Executive agency

The overall MOD headcount increased by 680 personnel in the 12 months to 30 June 2017. In comparison, the overall MOD headcount decreased by 2,160 personnel in the 12 months to 30 June 2016. The much lower figure for September 2016 is mainly due to the privatisation of Defence Support Group (DSG) (approximately 2,000 personnel) no longer being recorded in the current 12 month outflow data and an increase in DE&S intake for the 12 months ending 30 September 2016.

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 30 June 2017 was 10.2, an increase compared with the previous 12 month period (8.1). The MOD civilian outflow rate in the 12 months ending 30 June 2017 was 8.7, showing a fall against the previous 12 month period (10.9). In the 12 months to 30 June 2017, 'resignation' and 'retirement' accounted for 61.7 per cent of outflow from MOD main TLBs.

MOD Main TLB outflow by reason, 12 months ending 30 June 2017

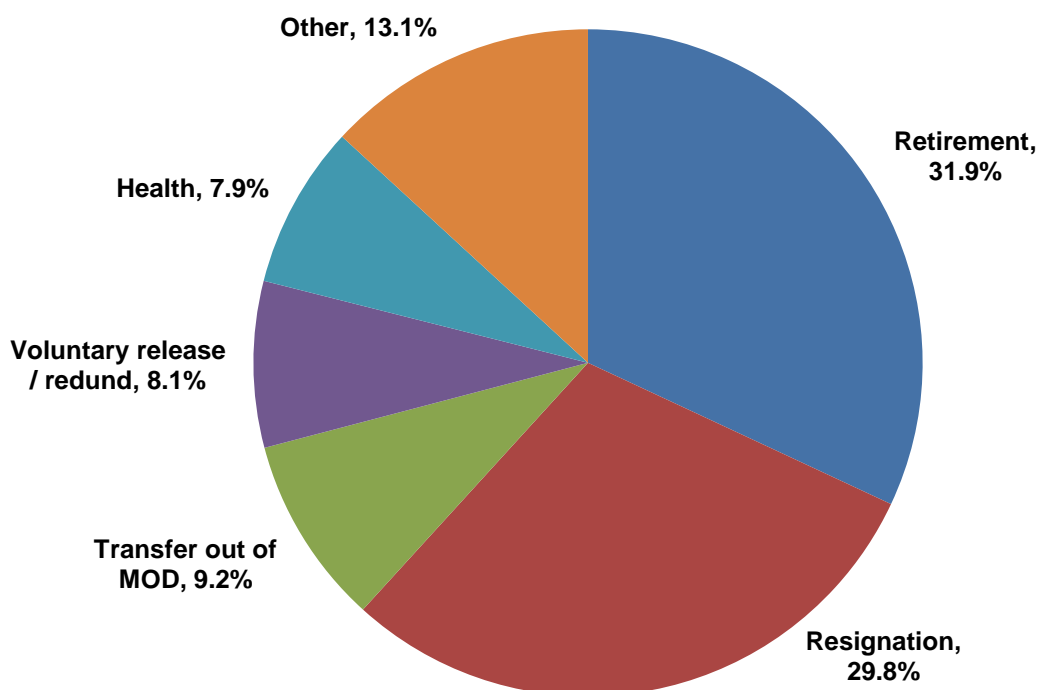


Table 5 - Intake and outflow of civilian personnel by Top Level Budgetary Area (Headcount)

	Headcount					
	12 Months Ending ² :					
	2015 30 Jun	2016 30 Jun	2016 30 Sep	2016 31 Dec	2017 31 Mar	2017 30 Jun
MOD Total Intake¹	4,150	4,170	4,560	4,690	5,200	5,270
MOD Main TLB Total Intake	3,240	2,660	2,740	2,720	2,920	2,900
Navy Command	170	170	140	110	110	120
Army TLB	450	520	570	560	570	530
HQ Air Command	310	280	280	280	280	310
Head Office & Corporate Services	720	670	610	640	820	800
Joint Forces Command	510	580	650	660	680	680
Defence Equipment & Support	780	*	*	*	*	*
Defence Infrastructure Organisation	300	430	470	450	450	450
DG Nuclear	*	*	*	*	*	~
Unallocated	~	20	20	20	20	10
DE&S Trading Entity	270	1,080	1,310	1,410	1,710	1,860
Trading Funds & Executive Agency Total Intake	640	430	510	570	560	500
Defence Science & Technology Laboratory	450	340	410	470	470	420
Defence Support Group	120	*	*	*	*	*
Hydrographic Office	70	90	100	100	100	80
MOD Total Outflow¹	6,670	5,640	4,450	4,570	4,560	4,510
MOD Main TLB Total Outflow	3,800	3,230	3,160	3,280	3,320	3,290
Navy Command	200	160	160	160	160	160
Army TLB	810	1,070	990	960	1,040	950
HQ Air Command	540	480	470	510	490	500
Head Office & Corporate Services	610	600	600	610	630	690
Joint Forces Command	430	630	660	740	700	680
Defence Equipment & Support	600	*	*	*	*	*
Defence Infrastructure Organisation	610	290	270	300	300	310
DG Nuclear	*	*	*	*	*	~
Unallocated	-	~	~	~	~	~
DE&S Trading Entity	170	1,800	700	710	750	760
Trading Funds & Executive Agency Total Outflow	2,700	610	600	580	490	460
Defence Science & Technology Laboratory	500	450	440	420	330	370
Defence Support Group	2,090	*	*	*	*	*
Hydrographic Office	110	160	160	160	160	90
Net Change of Royal Fleet Auxiliary²	90	40	30	10	-20	-10
Net Change of Locally engaged civilians²	-2,610	-730	-580	-240	-90	-60
MOD Total Net Change³	-5,050	-2,160	-450	-100	520	680

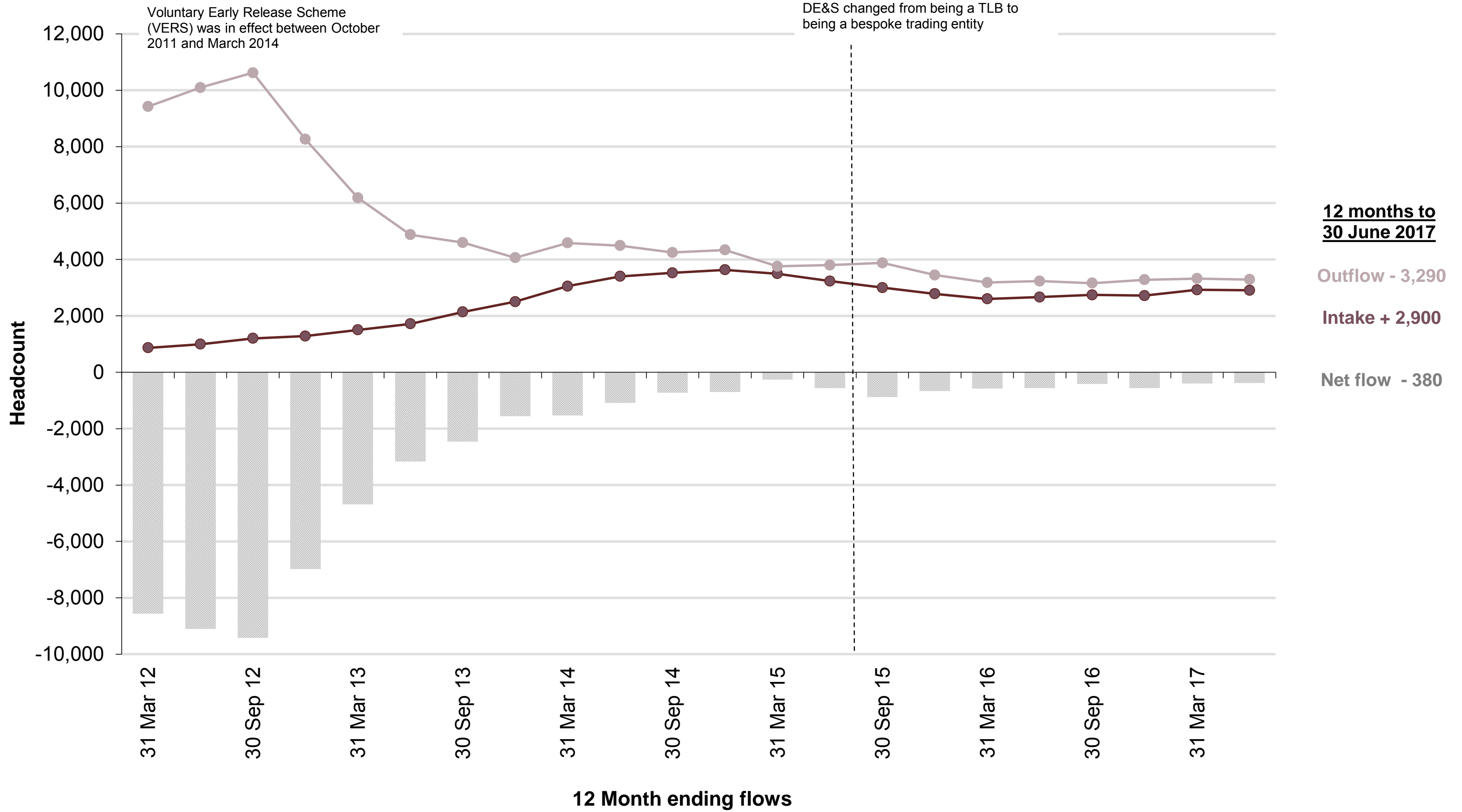
Source: Defence Statistics (Civilian)

1. 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.

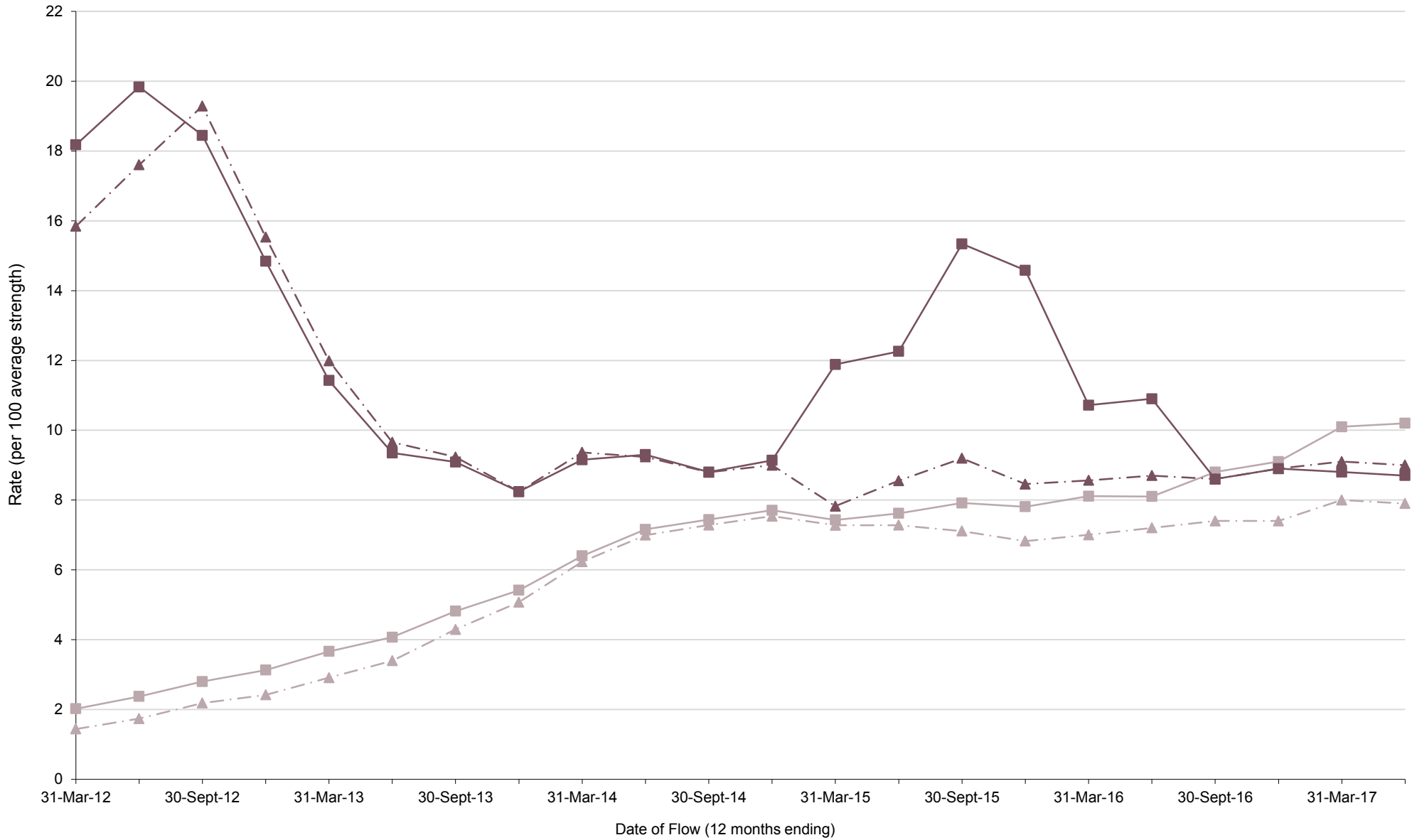
2. Intake is the number of personnel joining the Department, outflow is the count of personnel leaving the Department, but neither includes internal transfers between posts or TLBs or change of status. Total intake and outflow includes all permanent, casual and Trading Funds civilian personnel but excludes 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.

3. Total net change refers to the total net Level 0 headcount change of all permanent and casual civilian personnel, Royal Fleet Auxiliary, Trading Funds, Executive Agency, Trading Entities and Locally engaged civilians.

Graph 2 - Intake and outflow rates¹ of MOD main civilian personnel (Headcount)



Graph 3 - Intake and outflow rates¹ of MOD main civilian personnel (Headcount)



Total Intake
 Total Outflow
 MOD TLB Intake
 MOD TLB Outflow

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 rates¹ of civilian personnel by method of entry and reasons for leaving (Headcount)

Headcount

	12-Months Ending ² :					
	2015 30 Jun	2016 30 Jun	2016 30 Sep	2016 31 Dec	2017 31 Mar	2017 30 Jun
MOD Total Intake³	4,150	4,170	4,560	4,690	5,200	5,270
Total Intake Rate	7.6	8.1	8.8	9.1	10.1	10.2
MOD Main TLB Total Intake³	3,240	2,660	2,740	2,720	2,920	2,900
Total Intake Rate	7.3	7.2	7.4	7.4	8.0	7.9
Recruitment / Re-instatement	2,740	2,070	2,100	2,090	2,250	2,280
Transfer from other Public Office	490	590	640	630	670	620
DE&S Trading Entity Total Intake	270	1,080	1,310	1,410	1,710	1,860
Total Intake Rate	7.4	10.9	13.1	13.8	16.5	17.5
Recruitment / Re-instatement	260	1,010	1,230	1,330	1,640	1,790
Transfer from other Public Office	10	70	80	80	70	70
Trading Funds & Executive Agency Total Intake³	640	430	510	570	560	500
Total Intake Rate	10.1	9.2	11.0	12.3	12.3	11.0
Recruitment / Re-instatement	190	90	100	100	100	80
Transfer from other Public Office	450	340	410	470	470	420
MOD Total Outflow³	6,670	5,640	4,450	4,570	4,560	4,510
Total Outflow Rate	12.3	10.9	8.6	8.9	8.8	8.7
MOD Main TLB Total Outflow³	3,800	3,230	3,160	3,280	3,320	3,290
Total Outflow Rate	8.6	8.7	8.6	8.9	9.1	9.0
Resignation	1,100	990	990	980	980	980
<i>Resignation outflow rate</i>	<i>2.5</i>	<i>2.7</i>	<i>2.7</i>	<i>2.7</i>	<i>2.7</i>	<i>2.7</i>
Retirement	1,090	940	960	980	1,000	1,050
<i>Retirement outflow rate</i>	<i>2.5</i>	<i>2.5</i>	<i>2.6</i>	<i>2.7</i>	<i>2.7</i>	<i>2.9</i>
End of Appointments	170	130	100	120	90	100
Voluntary Release or Redundancy	300	580	460	450	370	260
Compulsory Severance or Retirement	40	~	10	10	10	10
Health / Death in Service	260	270	280	270	270	260
Dismissed	140	120	110	100	100	80
Transfer out of MOD	310	180	210	230	260	300
Privatisation of Function	380	~	20	100	210	210
Other	20	20	20	30	30	30

Table 6 - Intake and outflow rates¹ of civilian personnel by method of entry and reasons for leaving (Headcount) - continued

Headcount

	12-Months Ending ² :					
	2015 30 Jun	2016 30 Jun	2016 30 Sep	2016 31 Dec	2016 31 Mar	2017 30 Jun
DES Trading Entity Total Outflow	170	1,800	700	710	750	760
Total Outflow Rate	4.8	18.2	7.0	7.0	7.2	7.2
Resignation	70	280	280	290	310	330
Retirement	70	220	220	210	230	220
End of Appointments	~	50	70	70	60	70
Voluntary Release or Redundancy	~	30	30	40	40	30
Compulsory Severance or Retirement	-	-	-	-	~	~
Health / Death in Service	~	40	40	40	30	40
Dismissed	20	20	30	20	30	30
Transfer out of MOD	10	30	30	30	30	30
Privatisation of Function	-	1,130	~	10	10	10
Other	-	~	~	~	~	~
Trading Funds & Executive Agency Total Outflow³	2,700	610	600	580	490	460
Total Outflow Rate	42.2	13.1	13.0	12.7	10.8	10.1
Resignation	270	220	190	190	180	180
Retirement	40	~	~	~	~	~
End of Appointments	140	120	100	110	110	110
Voluntary Release or Redundancy	10	~	-	~	~	~
Compulsory Severance or Retirement	~	-	-	-	-	-
Health / Death in Service	20	10	~	10	10	~
Dismissed	10	10	~	~	10	10
Transfer out of MOD	60	50	70	60	60	50
Privatisation of Function	1,980	-	-	-	-	-
Other	170	200	220	200	120	100
Net Change of Royal Fleet Auxiliary³	90	40	30	10	-20	-10
Net Change of Locally engaged civilians³	-2,610	-730	-580	-240	-90	-60
MOD Total Net Change⁵	-5,050	-2,160	-450	-100	520	680

Source: Defence Statistics (Civilian)

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. 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.

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, Executive Agency, Trading Entities and Locally engaged civilians.

Annex Table 1a - Civilian personnel numbers by Top Level Budgetary Area¹ (FTE)

	FTE						
	2011	2012	2013	2014	2015	2016	2017
	1 April	1 April	1 April	1 April	1 April	1 April	1 April
Top Level Budgetary areas (TLBs)	60,780	52,520	48,080	46,580	46,750	35,700	35,380
Navy Command	2,340	2,000	2,030	2,490	2,520	2,560	2,520
Army TLB	14,920	13,160	11,420	10,950	10,690	10,360	9,990
HQ Air Command	8,430	6,540	5,550	5,240	5,040	4,810	4,510
Central TLB ¹	15,870	*	*	*	*	*	*
Head Office & Corporate Services ¹	*	11,060	7,300	7,300	7,840	7,830	7,970
Chief of Joint Operations ¹	260	*	*	*	*	*	*
Joint Forces Command ¹	*	3,050	3,920	5,570	5,870	5,940	6,040
Defence Equipment & Support	15,750	14,090	12,550	10,450	10,600	*	*
Defence Infrastructure Organisation ¹	3,190	2,610	5,290	4,520	4,160	4,200	4,330
Unallocated	10	10	20	60	20	~	~
Royal Fleet Auxiliary (RFA)	2,360	2,000	1,900	1,820	1,890	1,950	1,930
Civilian Level 1 Total	63,130	54,510	49,980	48,400	48,650	37,660	37,300
DE&S Trading Entity	*	*	*	*	*	9,840	10,670
Trading Funds Total	9,350	7,110	7,170	7,110	4,500	4,400	4,460
Defence Science & Technology Laboratory	3,640	3,640	3,720	3,690	3,550	3,500	3,610
Defence Support Group	2,960	2,490	2,420	2,400	*	*	*
Hydrographic Office	960	980	1,030	1,020	940	900	840
Met Office ¹	1,800	*	*	*	*	*	*
Locally engaged civilians (LEC)	10,580	9,390	8,250	6,990	5,020	4,350	4,250
Civilian Level 0 Total	83,060	71,010	65,400	62,500	58,160	56,240	56,680

Source: Defence Statistics (Civilian)

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.

Annex Table 1b - Civilian personnel numbers by Top Level Budgetary Area¹ (HC)

	Headcount						
	2011	2012	2013	2014	2015	2016	2017
	1 April	1 April	1 April	1 April	1 April	1 April	1 April
Top Level Budgetary areas (TLBs)	62,810	54,140	49,470	47,970	48,180	36,860	36,560
Navy Command	2,450	2,090	2,120	2,600	2,630	2,670	2,630
Army TLB	15,590	13,740	11,850	11,350	11,090	10,710	10,330
HQ Air Command	8,740	6,760	5,710	5,380	5,190	4,960	4,650
Central TLB ¹	16,350	*	*	*	*	*	*
Head Office & Corporate Services ¹	*	11,330	7,510	7,510	8,060	8,050	8,220
Chief of Joint Operations ¹	267	*	*	*	*	*	*
Joint Forces Command ¹	*	3,140	4,070	5,800	6,110	6,180	6,310
Defence Equipment & Support	16,130	14,400	12,830	10,670	10,850	*	*
Defence Infrastructure Organisation ¹	3,270	2,660	5,360	4,590	4,240	4,280	4,430
Unallocated	10	10	20	60	20	~	~
Royal Fleet Auxiliary (RFA)	2,360	2,000	1,900	1,820	1,890	1,950	1,930
Civilian Level 1 Total²	65,160	56,130	51,370	49,790	50,080	38,810	38,490
DE&S Trading Entity	*	*	*	*	*	10,070	10,940
Trading Funds Total	9,620	7,320	7,400	7,340	4,670	4,570	4,630
Defence Science & Technology Laboratory	3,750	3,750	3,850	3,840	3,690	3,640	3,760
Defence Support Group	3,000	2,530	2,450	2,430	*	*	*
Hydrographic Office	1,000	1,040	1,100	1,080	980	930	870
Met Office ¹	1,860	*	*	*	*	*	*
Locally engaged civilians (LEC)	12,270^e	10,520^e	9,240	8,080	5,150	4,450	4,360
Civilian Level 0 Total	87,060^e	73,960^e	68,010	65,220	59,900	57,910	58,420

Source: Defence Statistics (Civilian)

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.

Annex Table 2a - Intake of civilian personnel by sex, grade¹ and whether full or part-time

	Headcount					
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Civilian Personnel	1,380	2,160	3,610	4,100	4,210	5,200
Non-Industrial	690	1,290	2,590	3,120	2,400	2,640
Female: full-time	210	540	940	1,130	970	1,080
Senior Civil Service and Equivalent ²	~	~	~	~	10	10
Pay Band B	10	30	30	30	30	40
Pay Band C	60	150	200	270	180	240
Pay Band D	50	90	200	230	190	190
Pay Band E	70	260	500	580	570	580
Other non-industrial	20	~	10	10	~	30
Male: full-time	320	570	1,380	1,730	1,190	1,260
Senior Civil Service and Equivalent ²	~	10	20	20	20	20
Pay Band B	10	30	40	60	60	40
Pay Band C	90	160	440	580	270	290
Pay Band D	140	150	440	450	260	230
Pay Band E	60	190	410	610	570	580
Other non-industrial	10	20	40	20	10	90
Female: part-time	120	140	230	200	190	230
Senior Civil Service and Equivalent ²	-	-	-	~	-	~
Pay Band B	10	10	10	10	20	10
Pay Band C	90	80	120	90	70	90
Pay Band D	10	10	20	30	20	20
Pay Band E	10	30	90	70	80	110
Other non-industrial	~	-	-	~	~	~
Male: part-time	40	50	40	60	50	70
Senior Civil Service and Equivalent ²	~	-	-	~	-	~
Pay Band B	~	10	~	10	10	20
Pay Band C	30	30	20	30	30	40
Pay Band D	~	~	10	~	~	~
Pay Band E	~	10	10	10	10	~
Other non-industrial	~	~	-	~	-	~
Industrial	180	210	460	370	200	290
Female: full-time	30	40	60	60	50	70
Male: full-time	130	160	380	300	140	210
Female: part-time	20	10	10	10	10	~
Male: part-time	~	~	10	~	~	~
Trading Funds	520	660	550	600	500	560
Female: full-time	190	180	160	180	150	170
Male: full-time	310	460	380	420	320	370
Female: part-time	10	10	10	10	20	20
Male: part-time	10	~	~	~	~	~
DE&S Trading Entity	1,120	1,710
Female: full-time	350	530
Male: full-time	720	1,120
Female: part-time	40	50
Male: part-time	~	~
Total Female	580	910	1,420	1,590	1,780	2,150
Total Male	810	1,250	2,180	2,510	2,430	3,040
Total Full-time	1,190	1,950	3,300	3,810	3,880	4,820
Total Part-time	200	210	310	280	330	380

Source: Defence Statistics (Civilian)

1. Grade equivalent 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.

Annex Table 2b - Outflow of civilian personnel by sex, grade¹ and whether full or part-time

	Headcount					
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Civilian Personnel¹	12,360	6,740	5,160	6,560	5,570	4,560
Non-Industrial	7,370	5,150	3,990	3,020	2,700	2,640
Female: full-time	2,530	1,720	1,090	810	820	710
Senior Civil Service and Equivalent ²	10	10	10	~	10	10
Pay Band B	50	50	30	30	50	40
Pay Band C	430	340	270	190	190	200
Pay Band D	460	260	200	170	130	110
Pay Band E	1,570	1,060	580	410	440	350
Other non-industrial	10	~	~	10	~	10
Male: full-time	3,460	2,560	2,380	1,720	1,330	1,480
Senior Civil Service and Equivalent ²	40	30	30	30	20	20
Pay Band B	200	160	120	80	100	100
Pay Band C	1,370	950	740	640	460	530
Pay Band D	650	500	440	430	280	330
Pay Band E	1,180	900	1,040	510	450	480
Other non-industrial	10	10	10	30	10	20
Female: part-time	1,080	660	360	320	380	330
Senior Civil Service and Equivalent ²	~	~	-	~	~	~
Pay Band B	30	10	10	20	30	20
Pay Band C	210	200	160	150	210	150
Pay Band D	160	70	40	40	30	40
Pay Band E	680	370	160	120	120	120
Other non-industrial	~	~	-	-	-	~
Male: part-time	300	220	170	170	170	120
Senior Civil Service and Equivalent ²	~	~	~	~	~	-
Pay Band B	20	20	20	20	10	20
Pay Band C	140	120	90	80	110	60
Pay Band D	40	20	20	30	10	10
Pay Band E	90	60	30	40	30	20
Other non-industrial	-	-	-	-	-	~
Industrial	2,050	1,040	600	740	480	690
Female: full-time	620	150	70	80	40	100
Male: full-time	1,180	800	480	620	390	540
Female: part-time	180	50	30	10	30	20
Male: part-time	70	30	20	30	20	30
Trading Funds⁴	2,930	550	570	2,800	590	490
Female: full-time	560	130	120	450	140	100
Male: full-time	2,050	370	380	2,120	360	330
Female: part-time	140	20	30	120	40	30
Male: part-time	180	40	40	110	50	30
DE&S Trading Entity	1,800	750
Female: full-time	440	160
Male: full-time	1,170	500
Female: part-time	120	40
Male: part-time	60	40
Total Female	5,110	2,730	1,700	1,790	2,020	1,490
Total Male	7,240	4,010	3,460	4,760	3,550	3,070
Total Full-time	10,400	5,720	4,520	5,800	4,690	3,920
Total Part-time	1,950	1,020	640	760	870	650

Source: Defence Statistics (Civilian)

1. Grade equivalent 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.
3. In October 2011 management of the Meteorological Office personnel (1,900) transferred to Business, Innovation and Skills (BIS). As of 1 April 2015 DSG were privatised transferring to Babcock affecting approximately 2,400 personnel.

Annex 2c - Intake of civilian personnel by ethnic origin and grade¹

	Headcount					
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Civilian Personnel	1,380	2,160	3,610	4,100	4,210	5,200
Non-Industrial	690	1,290	2,590	3,120	2,400	2,640
White	310	450	1,020	1,090	870	890
Senior Civil Service and Equivalent ²	~	~	10	~	10	10
Pay Band B	10	20	20	30	30	30
Pay Band C	120	150	320	360	210	250
Pay Band D	90	90	280	260	160	150
Pay Band E	70	170	400	440	460	440
Other non-industrial	10	10	10	~	~	10
Black, Asian and Minority Ethnic	30	30	60	80	80	60
Senior Civil Service and Equivalent ²	-	-	-	~	-	-
Pay Band B	~	10	~	~	~	~
Pay Band C	10	10	20	40	20	10
Pay Band D	10	~	20	20	20	20
Pay Band E	10	20	20	30	30	30
Other non-industrial	~	-	-	-	~	-
Unknown³	350	810	1,510	1,940	1,460	1,680
Senior Civil Service and Equivalent ²	~	10	10	20	20	20
Pay Band B	20	60	60	80	80	80
Pay Band C	140	260	450	580	320	400
Pay Band D	100	160	370	440	290	270
Pay Band E	70	300	580	800	740	800
Other non-industrial	20	10	40	30	10	120
Industrial	180	210	460	370	200	290
White	60	50	130	70	60	60
Black, Asian & Minority Ethnic	~	~	~	~	~	~
Unknown	110	160	330	300	140	230
Trading Funds⁵	520	660	550	600	500	560
White	240	200	170	170	180	160
Black, Asian & Minority Ethnic	20	10	10	10	10	10
Unknown	260	450	370	420	300	400
DE&S Trading Entity	1,120	1,710
White	400	620
Black, Asian & Minority Ethnic	30	70
Unknown	690	1,020
Total White	610	700	1,320	1,340	1,500	1,720
Total Black, Asian & Minority Ethnic	50	40	80	100	120	140
Total Unknown	730	1,420	2,200	2,660	2,590	3,330

Source: Defence Statistics (Civilian)

1. Grade equivalent 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.

3. Unknown ethnicity includes both those who have made no declaration and those who have actively chosen not to declare

Annex 2d - Outflow of civilian personnel by ethnic origin and grade¹

	Headcount					
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Civilian Personnel	12,360	6,740	5,160	6,560	5,570	4,560
Non-Industrial	7,370	5,150	3,990	3,020	2,700	2,640
White	6,400	4,330	3,180	2,240	1,960	1,900
Senior Civil Service and Equivalent ²	50	40	30	20	30	20
Pay Band B	250	190	140	110	140	120
Pay Band C	1,820	1,290	990	750	640	680
Pay Band D	1,130	730	550	520	360	360
Pay Band E	3,150	2,070	1,470	820	780	700
Other non-industrial	~	~	~	10	~	10
Black, Asian and Minority Ethnic	200	150	120	100	100	80
Senior Civil Service and Equivalent ²	~	~	~	-	-	-
Pay Band B	10	~	~	~	10	~
Pay Band C	50	50	30	40	30	30
Pay Band D	40	20	20	20	10	10
Pay Band E	100	80	60	40	40	40
Other non-industrial	~	~	-	-	-	-
Unknown	760	680	690	680	650	660
Senior Civil Service and Equivalent ²	10	~	~	10	~	10
Pay Band B	40	40	30	30	50	60
Pay Band C	290	270	260	260	290	230
Pay Band D	140	100	120	120	90	110
Pay Band E	280	250	270	220	210	220
Other non-industrial	10	10	10	30	10	20
Industrial	2,050	1,040	600	740	480	690
White	1,700	840	470	560	360	500
Black, Asian & Minority Ethnic	40	20	10	10	10	20
Unknown	320	180	120	160	110	170
Trading Funds³	2,930	550	570	2,800	590	490
White	1,760	310	310	1,520	390	310
Black, Asian & Minority Ethnic	50	20	20	40	20	10
Unknown	1,130	230	250	1,230	170	170
DE&S Trading Entity	1,800	750
White	1,440	490
Black, Asian & Minority Ethnic	50	20
Unknown	300	230
Total White	9,860	5,470	3,960	4,320	4,150	3,200
Total Black, Asian & Minority Ethnic	280	180	140	150	180	130
Total Unknown	2,210	1,090	1,060	2,080	1,240	1,230

Source: Defence Statistics (Civilian)

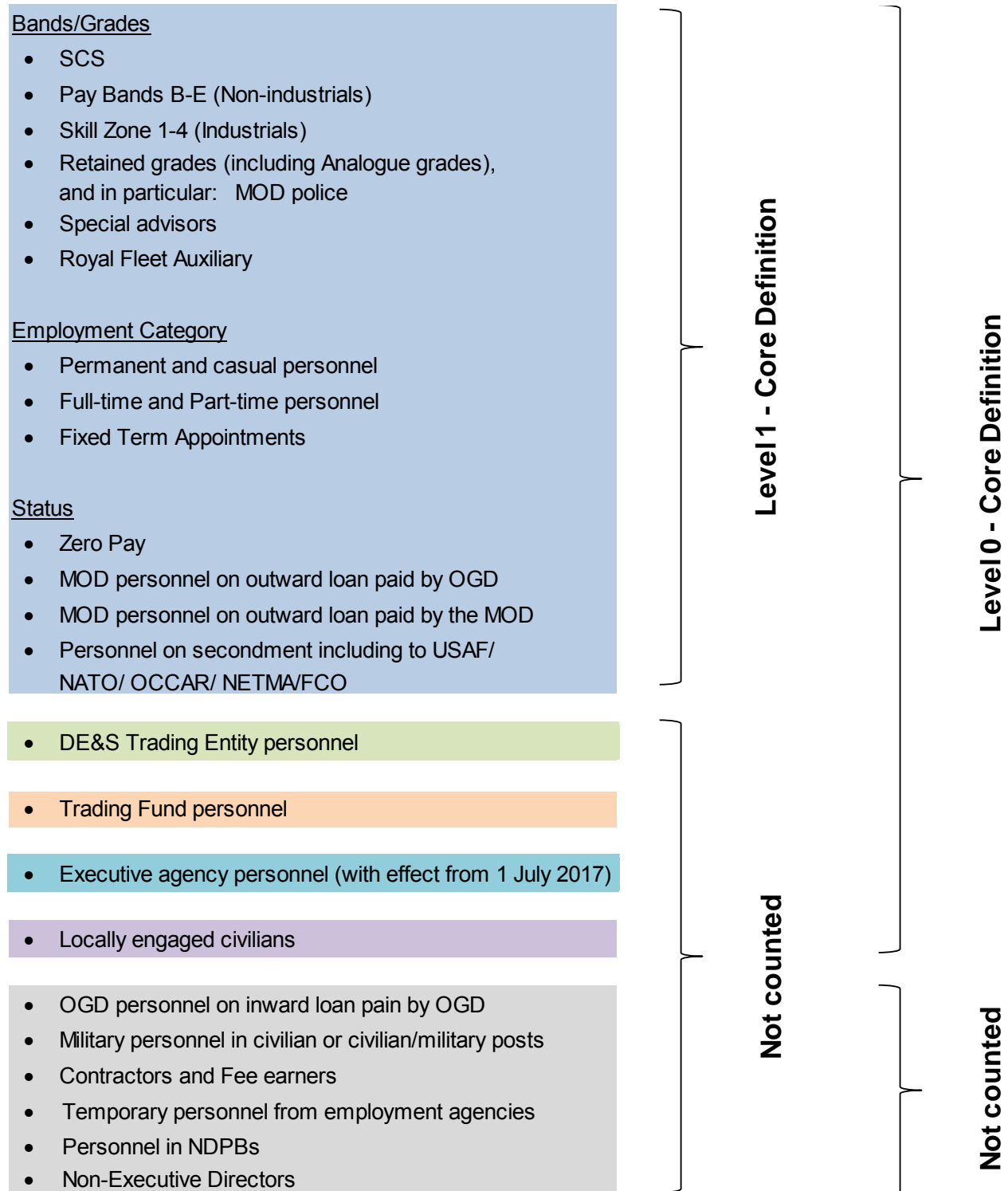
1. Grade equivalent is shown in terms of the broader banding structure and is based on paid grade.

2. Includes personnel outside the Senior Civil Service but of equivalent grade.

3. In October 2011 responsibility for management of the Meteorological Office personnel (1,900) transferred to Department for Business, Innovation and Skills (BIS). As of 1 April 2015 DSG were privatised transferring to Babcock affecting approximately 2,400 personnel.

Background notes

1. Defence Statistics civilian manpower definitions (as from 1 July 2017)



To note:

Defence, Equipment and Support (DE&S) was reported as 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.

Defence Science and Technology Laboratory (Dstl) will be reported as an Executive agency from 1 July 2017. Prior to this it was reported as a Trading Fund and was included in the Level 0 civilian personnel total.

Background notes (cont)

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. 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.
 - ii. 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.
 - iii. 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.
 - iv. 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.
 - v. 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.
9. The July 2016 publication onwards includes intake and outflow data tables that were previously in the 'Statistical Series 2- Personnel Bulletin 2.02 – Civilian Personnel', on the MOD area of the GOV.UK website [Personnel Bulletin 2.02 - Civilian Personnel](#). This publication ceased after 2015 following Secretary of State approval and public consultation. These tables provide information on intake and outflow by: Top level budgetary area, gender, grade and ethnicity.

Background notes (cont)

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

4. Data sources

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

- i) **Core MOD Personnel** – since April 2004 data for core MOD personnel are taken from the personnel system - Human Resources Management System (HRMS) on a monthly basis. DS use budgetary UINs and attribute people according to the budgetary area who pay them, using the Standing Data System hierarchy from Financial Management Information Systems.
- ii) **Royal Fleet Auxiliary (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) **Defence Equipment & Support (DE&S) Trading Entity** - was reported as a bespoke trading entity on 1 July 2015 (prior to this it was reported as an extant TLB). Data for DE&S Trading Entity are currently taken from the Human Resources Management System (HRMS) on a monthly basis.
- iv) **Trading Funds (and with effect from 1 July 2017 'Executive agency')** - have their own bespoke HR system and provide a monthly extract which is formatted onto the HRMS system.
- v) **Locally engaged civilians (LEC)** – individual TLBs are required to provide a quarterly return on the number of LEC employees. LEC data by country location in the main return is required and an internal data validation process is conducted to ensure these data are robust.

Glossary

Army TLB: (previously reported as Land Forces) Performs a similar role to Navy Command within the context of trained Army formations and equipment.

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 DE&S Trading Entity, Trading Funds, Executive agency and Locally engaged civilians. This is generally used for MOD internal reporting and planning.

Civilian Level 0: contains all those at Level 1 plus DE&S Trading Entity, Trading Funds, Executive agency 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 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): supplies impartial scientific and technical research and advice to the MOD and other government departments. From 1 July 2001 to 30 June 2017 it was reported on as a MOD Trading Fund. With effect from 1 July 2017 it is reported on as an 'Executive agency' within MOD civilian personnel data.

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.

DG Nuclear: is reported as a TLB in their own right on 1 July 2017. Prior to this it was reported within Head Office & Corporate Services (HO&CS).

Executive agency: An Executive agency is an organisation previously reported independently as a Trading Fund or part of a Trading Fund, which is now included within a core MOD Main TLB (HOCs) personnel structure. But continues to be reported outside their TLB owner due to retaining prior organisational and structural elements such as delegated pay and personnel policies not compatible with their TLB owner. As of 1 July 2017 this classification covers **Defence Science and Technology Laboratory (Dstl)**.

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: (see Army TLB)

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. LECs are also employed on terms and conditions analogous with local employment law and market forces, and not those of the UK.

Previously LEC figures included 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.

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.

Strategic Defence & Security Review (SDSR): these statistics have been used to monitor the reduction in personnel numbers as part of the Strategic Defence and Security Review (SDSR). The baseline for civilians comprises of all Civilian Level O personnel.

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.

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.

Definitions (Table 4)

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): 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. Transgender people may or may not identify as one of these orientations.

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

}	categories merged for some years
	discontinuity in time series
~	greater than zero and less than five
*	not applicable
..	not available
p	Provisional
r	Revised
rp	revised but still provisional
e	Estimate
–	Nil

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

Rounding

Tables and Charts within this document

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 Equivalentents (FTE).

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

Excel tables accompanying this publication

An updated MOD Disclosure Control and Rounding policy has been published on GOV.UK and we have applied this policy to the statistics on Civilian personnel in the accompanying Excel tables.

The policy is available on

<https://www.gov.uk/government/publications/defence-statistics-policies>

Disclosure control will still be applied to statistical or numeric information to safeguard the confidentiality of individuals. ‘Disclosure control’ refers to the efforts made to reduce the risk of disclosure, such as applying statistical methods to protect ‘personally identifiable information’ (PII) in aggregate data tables. These safeguards can take many forms (e.g. data suppression, rounding, recoding etc.).

Revisions

Occasionally errors can occur in statistical processes; procedures are constantly reviewed to minimise this risk. Should a significant error be found the publication on the website will be updated and an errata slip published documenting the revision.

Background Quality Report

The background quality report provides more detailed information about the quality of data used to produce this publication and any statistics derived from that data.

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

Frequency of publication

Defence Statistics (Civilian) are proposing to consult on reducing publication of QCPR from quarterly to twice a year for the following reasons:

- a. The information can still be provided to internal customers, but published less frequently, reducing the time spent on ministerial submissions and report commentary.
- b. To ensure best use of resource in a context of tightening resources and high levels of internal demand for analysis to contribute to improvements in the effectiveness and efficiency of the Armed Forces.
- c. To free up resource to spend on reactive ad hoc analysis to meet our policy customers' requirements.

It is our assessment is that this will not have a significant detrimental impact on transparency, accountability or informing public debate. A consultation will run from 21 April 2017 to 2 June 2017. This consultation process is in line with the UK Statistics Authority Code of Practice for Official Statistics Protocol 1 and the Civil Service Consultation Principles (2016).

Details of the proposed changes can be found at:

<https://www.gov.uk/government/consultations/changes-to-ministry-of-defence-mod-personnel-statistics>

Further Information

Contact Us

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

Defence Statistics (Civilian Personnel)

Email: DefStrat-Stat-CivEnquiries@mod.uk

If you require information which is not available within this or other available publications, you may wish to submit a Request for Information under the Freedom of Information Act 2000 to the Ministry of Defence. For more information, see:

<https://www.gov.uk/make-a-freedom-of-information-request/the-freedom-of-information-act>

Other contact points within Defence Statistics are:

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Army Manpower	01264 886175	DefStrat-Stat-Army-Hd@mod.uk
RAF Manpower	01494 496822	DefStrat-Stat-Air-Hd@mod.uk
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Please note that these email addresses may change later in the year.

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