



Ministry of Defence

Civilian Personnel Sickness Absence Annual Report 1 April 2020

This report presents figures on Sickness Absence for civilian personnel employed by the Ministry of Defence, excluding Royal Fleet Auxiliary personnel and Locally engaged civilians. Using data from the Ministry of Defence Human Resource and Management System (HRMS), the tables present information about changes in the Average Number of Working Days Lost (AWDL), actual number of days lost, the number of instances of Sickness Absence and the distribution by ICD code.

Main points

MOD average working days absent per civilian personnel

12 months to 31 March 2020

an increase of 0.16 days compared with the previous 12 month period

▲ **6.84 days**

MOD civilian number of incidents of sickness absence

12 months to 31 March 2020

an increase of 6 per cent compared with the previous 12 month period

▲ **64,530 incidents**

MOD civilian personnel working days lost due to sickness

12 months to 31 March 2020

an increase of 6 per cent compared with the previous 12 month period

▲ **358,030 days**

MOD civilian personnel main causes of sickness absence

12 months to 31 March 2020

Non-industrial personnel

- Mental and behavioural disorders (25%)
- Diseases of the musculoskeletal system (17%)
- Diseases of the respiratory system (12%)

Industrial personnel

- Diseases of the musculoskeletal system (25%)
- Mental and behavioural disorders (18%)
- Injury, poisoning and other external causes (12%)

Responsible statistician:

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Further information/mailling list:

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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.gov.uk

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Please note: data for '12 months ending 31 March 2020' are provisional (marked with a 'p') due to not having final confirmation of all the data returns.

Definitions

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

Average Working Days Lost: Average working days lost are the number of FTE days lost to sickness absence by civilian personnel within a 12 month rolling period.

Civilian Level 0:

Includes: Top Level Budgetary areas (TLBs)
Defence, Equipment & Support (DE&S) Trading Entity
Trading Fund & Executive Agencies

Excludes: Royal Fleet Auxiliary
Locally Engaged Civilians

ICD International Statistical Classification of Diseases and Health-related Problems. ICD is a coding system for diseases and signs, symptoms, abnormal findings, complaints, social circumstances and external causes of injury or diseases, as classified by the World Health Organisation.

Industrial: 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.

Loss of productivity: Is calculated by using the grade capitation rate multiplied by the number of days lost per grade. See background notes for more detail.

Non-industrial: 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.

Working Days: This follows Cabinet Office definition, setting a maximum number of sickness absence days at 225 days per person and excludes data for weekends, annual leave and bank holidays.

Summary Table: Average working days absent per person by TLB for MOD civilian personnel ^{1,2}

	12 Months Ending				12 Months Ending					Value of lost productivity ³ of absence from 1st April 2019 to 31st March 2020 ^(p)
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)	
Top Level Budgetary areas (TLBs)	7.77	7.76	7.72	7.60	7.42	7.46	7.38	7.41	7.58	£38,922,000
UKStratCom ⁴	6.87	6.86	6.97	6.90	6.63	6.85	6.84	6.90	6.35	£7,235,000
Defence Infrastructure Organisation	8.27	8.02	7.95	8.00	7.72	7.83	8.06	7.94	7.60	£4,991,000
Head Office & Corporate Services	8.38	8.35	8.39	8.10	8.02	7.62	7.29	7.24	7.65	£9,357,000
Air Command	7.59	7.95	7.71	7.62	7.33	7.38	7.41	7.36	8.24	£4,530,000
Army TLB	8.09	7.89	7.76	7.57	7.50	7.75	7.64	7.90	8.35	£10,254,000
Navy Command	6.32	6.80	7.04	7.28	7.01	6.91	6.91	6.65	6.59	£2,549,000
Unallocated	~	~	~	~	~	~	~	~	~	£6,000
DE&S Trading Entity	5.41	5.29	5.14	5.08	5.19	5.41	5.44	5.50	5.66	..
Trading Fund and Executive Agencies	5.52	5.23	5.21	5.10	4.81	5.00	4.91	5.03	4.69	..
UK Hydrographic Office	5.32	6.51	6.12	6.21	6.04	6.19	6.58	6.78	6.82	..
Defence Science and Technology Laboratory	6.38	4.94	5.00	4.86	4.86 ^e	5.09	4.79	4.76	4.31	..
Defence Nuclear Organisation	*	*	*	*	3.96	4.12	4.34	4.81	4.62	..
Level 0 Total⁵	7.06	6.99	6.92	6.81	6.68	6.76	6.70	6.74	6.84	..

Source: Defence Statistics (Civilian)

1. Rates are calculated using absence days over a 13 month average strength.
 2. Absence days are FTE working days lost
 3. Value of lost productivity are calculated using PAY, SCAPE and ERNIC data.
 4. Previously reported as Joint Forces Command (JFC). See Glossary for details.
 5. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.
- (p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Chart A: Average working days absent per person by TLB for MOD civilian personnel

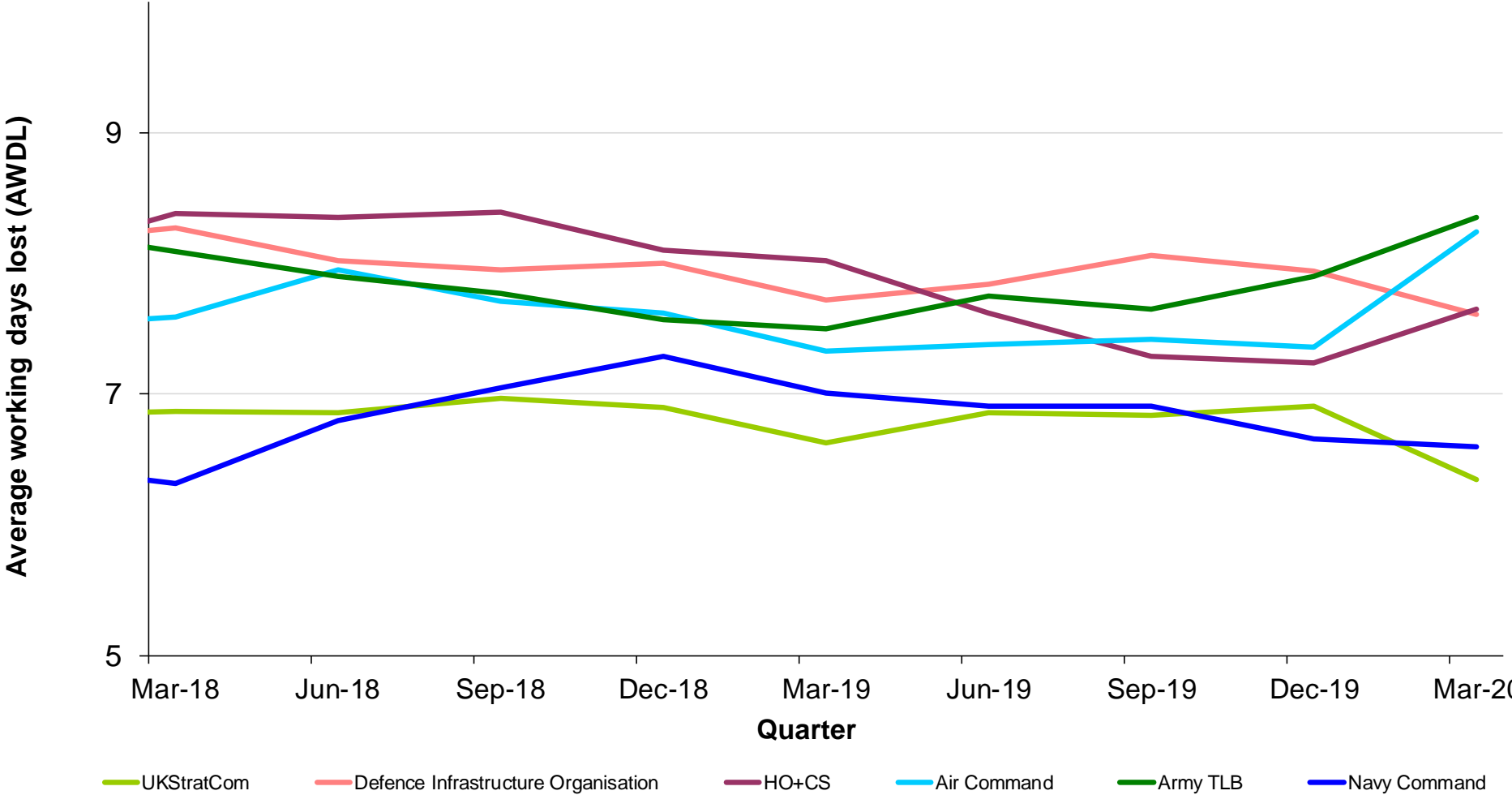
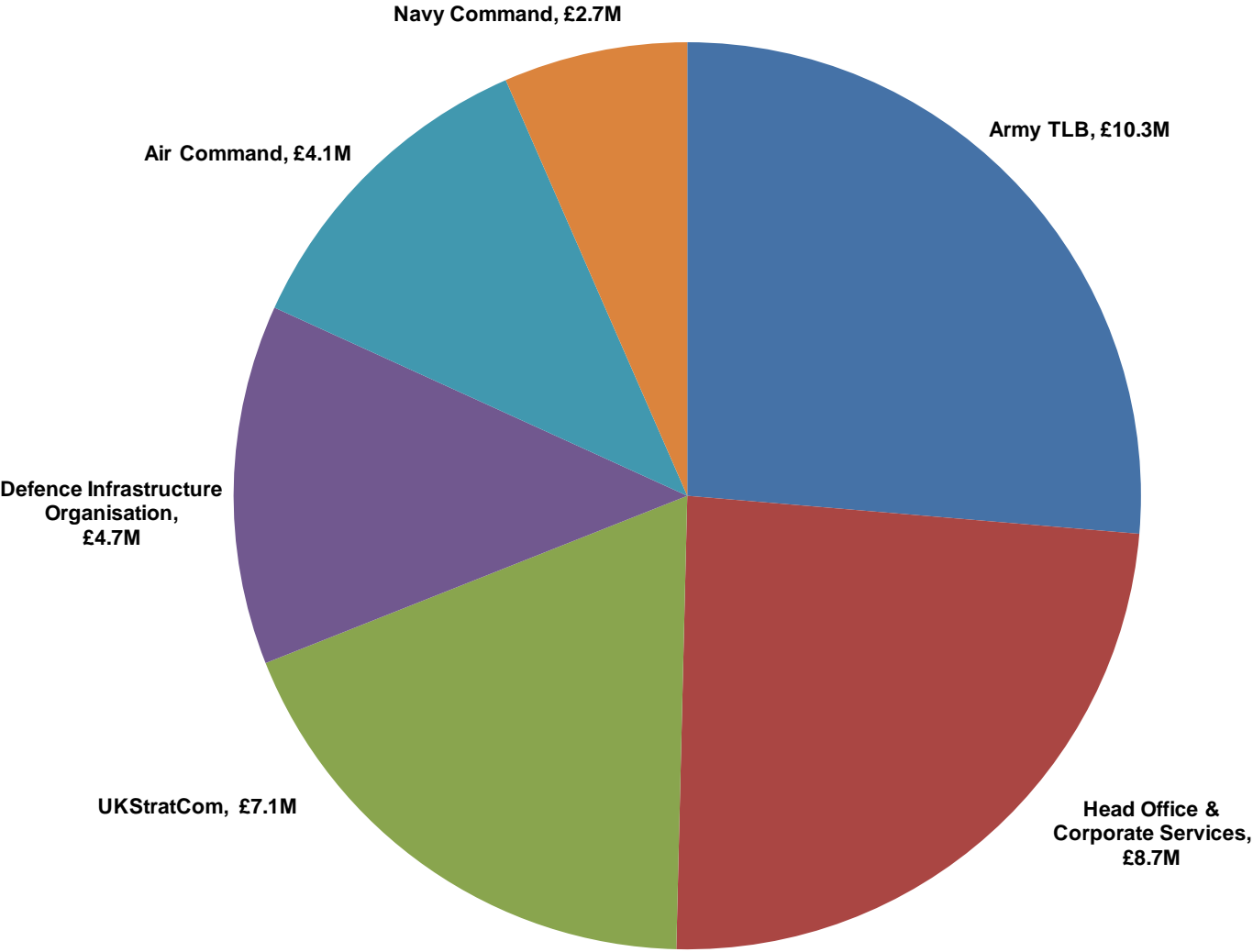


Chart B: Value of lost productivity in £M of TLB's civilian personnel sickness absence, 12 months to 31st March 2020



Total Value of Lost Productivity in 12 months to 31 March 2020 is £38.9 million

Table 1: Average working days absent per person by TLB for MOD civilian personnel ¹

	12 Months Ending				12 Months Ending					Value of lost productivity ² of absence from 1st April 2019 to 31st March 2020 ^(p)
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)	
Non Industrial Total	7.41	7.61	7.61	7.50	7.32	7.36	7.26	7.23	7.30	£34,150,000
UKStratCom ³	6.86	6.89	7.01	6.93	6.64	6.86	6.85	6.90	6.30	£7,067,000
Defence Infrastructure Organisation	8.34	8.09	8.01	8.01	7.68	7.80	8.02	7.96	7.68	£4,914,000
Head Office & Corporate Services	8.44	8.41	8.45	8.14	8.05	7.68	7.34	7.27	7.70	£9,230,000
Air Command	6.93	7.31	7.38	7.34	7.07	7.13	7.09	7.00	7.53	£3,439,000
Army TLB	7.69	7.50	7.42	7.30	7.29	7.55	7.32	7.34	7.72	£7,282,000
Navy Command	6.07	6.59	6.59	6.82	6.55	6.59	6.76	6.53	6.29	£2,212,000
Unallocated	~	~	~	~	~	~	~	~	~	£6,000
Industrial Total	8.83	8.75	8.48	8.30	8.13	8.12	8.28	8.78	9.68	£4,772,000
UKStratCom ³	6.97	6.13	5.96	5.89	6.22	6.59	6.69	7.09	7.77	£168,000
Defence Infrastructure Organisation	5.77	5.34	5.57	7.35	9.12	9.14	9.28	7.04	4.85	£77,000
Head Office & Corporate Services	6.39	6.53	6.59	6.82	6.94	5.60	5.67	5.94	5.79	£127,000
Air Command	9.83	10.18	8.87	8.63	8.25	8.28	8.60	8.66	10.87	£1,091,000
Army TLB	9.20	8.97	8.72	8.33	8.07	8.31	8.60	9.59	10.28	£2,972,000
Navy Command	7.65	7.90	9.53	9.84	9.63	8.72	7.73	7.37	8.39	£337,000
Unallocated	-	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	7.77	7.76	7.72	7.60	7.42	7.46	7.38	7.41	7.58	£38,922,000
DE&S Trading Entity	5.41	5.29	5.14	5.08	5.19	5.41	5.44	5.50	5.66	..
Trading Fund and Executive Agencies	5.52	5.23	5.21	5.10	4.81	5.00	4.91	5.03	4.69	..
UK Hydrographic Office	6.38	6.51	6.12	6.21	6.38	6.19	6.58	6.78	6.82	..
Defence Science and Technology Laborato	5.32	4.94	5.00	4.86	4.86 ^e	5.09	4.79	4.76	4.31	..
Defence Nuclear Organisation	*	*	*	*	3.96	4.12	4.34	4.81	4.62	..
Level 0 Total⁴	7.06	6.99	6.92	6.81	6.68	6.76	6.70	6.74	6.84	..

Source:Defence Statistics (Civilian)

1. Rates are calculated using absence days over a 13 month average FTE strength.

2. Costs are calculated using PAY, SCAPE and ERNIC data.

3. Previously reported as Joint Forces Command (JFC). See Glossary for details.

4. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Table 2: Number of incidents of sickness absence by TLB for MoD civilian personnel ¹

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
Non Industrial Total	39 080	39 040	38 760	38 440	37 900	38 310	38 160	38 670	38 970
UKStratCom ²	7 840	7 920	7 860	7 900	7 880	8 100	8 170	8 400	7 920
Defence Infrastructure Organisation	6 130	6 000	5 930	5 890	5 820	5 920	5 860	5 780	6 000
Head Office & Corporate Services	9 720	9 730	9 750	9 520	9 360	9 320	9 390	9 810	9 650
Air Command	4 090	4 060	4 040	4 100	4 050	4 090	3 970	3 920	4 060
Army TLB	8 640	8 670	8 510	8 390	8 140	8 180	8 130	8 120	8 670
Navy Command	2 660	2 650	2 660	2 630	2 640	2 680	2 620	2 640	2 650
Unallocated	~	~	~	~	~	~	~	~	~
Industrial Total	4 640	4 600	4 570	4 370	4 200	4 120	4 090	4 130	4 560
UKStratCom ²	290	260	220	170	140	150	150	160	260
Defence Infrastructure Organisation	120	110	110	120	120	130	130	140	110
Head Office & Corporate Services	250	280	330	340	340	250	240	240	230
Air Command	1 040	1 020	1 020	960	930	970	1 000	1 010	1 020
Army TLB	2 570	2 550	2 510	2 400	2 290	2 260	2 190	2 190	2 550
Navy Command	380	380	380	380	370	370	390	390	380
Unallocated	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	43 730	43 650	43 330	42 800	42 100	42 430	42 240	42 800	43 520
DE&S Trading Entity	12 810	12 820	12 660	12 480	10 850	11 020	10 820	11 130	12 550
Trading Fund and Executive Agencies	6 910	6 830	6 810	6 770	8 120	8 410	8 500	8 960	8 450
UK Hydrographic Office	1 510	1 580	1 500	1 490	1 450	1 460	1 490	1 540	1 580
Defence Science and Technology Laborato	5 400	5 250	5 310	5 280	5 280 ^e	5 510	5 540	5 800	5 250
Defence Nuclear Organisation	*	*	*	*	1 390	1 430	1 470	1 620	1 620
Level 0 Total³	63 450	63 300	62 800	62 050	61 070	61 860	61 560	62 880	64 530

Source:Defence Statistics (Civilian)

1. Figures exclude personnel classed as being on zero pay for any reason.

2. Previously reported as Joint Forces Command (JFC). See Glossary for details,

3. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Table 3: Number of working days lost due to sickness absence by TLB for MOD civilian personnel ¹

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
Non Industrial total	229 730	229 700	229 960	227 130	222 630	225 500	224 340	225 350	229 490
UKStratCom ²	39 530	40 070	41 320	41 450	40 180	41 990	42 340	43 180	40 070
Defence Infrastructure Organisation	35 340	34 500	34 300	34 600	33 310	33 970	35 230	35 320	34 500
Head Office & Corporate Services	63 460	62 770	62 760	60 360	60 190	58 490	57 210	58 200	62 560
Air Command	23 710	24 930	24 990	24 700	23 710	23 850	23 620	23 260	24 930
Army TLB	54 690	53 180	52 240	51 000	50 690	52 440	50 680	50 610	53 180
Navy Command	12 950	14 230	14 310	14 990	14 540	14 750	15 240	14 770	14 230
Unallocated	~	~	~	~	~	~	~	~	~
Industrial total	41 300	39 890	37 710	36 290	35 030	34 580	34 880	36 630	39 650
UKStratCom ²	2 020	1 630	1 440	1 290	1 310	1 370	1 390	1 480	1 630
Defence Infrastructure Organisation	640	590	610	810	1 010	1 040	1 080	840	590
Head Office & Corporate Services	1 580	1 600	1 610	1 640	1 670	1 340	1 350	1 410	1 360
Air Command	9 740	9 860	8 450	8 120	7 730	7 700	7 950	7 930	9 860
Army TLB	24 180	23 010	21 770	20 510	19 520	19 740	20 130	22 140	23 010
Navy Command	3 140	3 210	3 830	3 920	3 790	3 400	2 990	2 830	3 210
Unallocated	-	-	-	-	-	-	-	-	-
Top Level Budgetary areas (TLBs)	271 030	269 590	267 670	263 420	257 660	260 080	259 220	261 970	269 140
DE&S Trading Entity	59 190	58 870	57 890	57 920	52 390	54 420	54 850	55 840	58 070
Trading Fund and Executive Agencies	24 340	23 210	23 260	23 020	28 400	30 430	30 620	32 140	30 810
UK Hydrographic Office	5 320	5 410	5 080	5 110	4 930	5 020	5 290	5 410	5 410
Defence Science and Technology Laborato	19 020	17 800	18 180	17 910	17 910 ^e	19 360	18 690	19 120	17 800
Defence Nuclear Organisation	*	*	*	*	5 560	6 050	6 640	7 600	7 600
Level 0 Total³	354 560	351 670	348 820	344 360	338 440	344 930	344 690	349 950	358 030

Source:Defence Statistics (Civilian)

1. Absence days are FTE working days lost.

2. Previously reported as Joint Forces Command (JFC). See Glossary for details,

3. No sickness absence information is available for RFAs or LECs, so they are excluded from the Level 0 total.

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Table 4A: Number of working days lost due to sickness absence by ICD code for Non-Industrial civilian personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
Non-industrial Total (All ICD 10 Codes)	229 730	229 700	229 960	227 130	222 630	225 500	224 340	225 350	229 490
ACI Injury, poisoning and certain other consequences of external causes	16 990	16 700	16 900	17 070	16 270	16 920	16 230	15 770	16 700
BFO Diseases of the blood forming organs and certain disorders....	1 580	2 030	2 310	2 140	2 010	2 000	2 110	1 920	2 030
CIR Diseases of the circulatory system	9 640	9 980	9 710	9 400	9 790	8 840	9 070	8 670	9 980
DDS Diseases of the digestive system	14 290	14 150	14 560	14 170	14 070	14 320	13 620	13 360	14 150
DEM Diseases of the ear and mastoid process	2 010	1 640	1 830	2 120	2 070	2 320	2 330	2 300	1 640
DEY Diseases of the eye and adnexa	2 310	2 230	2 300	2 510	2 680	2 760	2 680	2 750	2 230
DGY Diseases of the genito-urinary system	10 350	9 680	9 840	9 180	9 860	10 080	10 010	9 360	9 680
DRS Diseases of the respiratory system	28 400	27 880	26 910	26 610	22 520	23 060	22 450	23 720	27 880
EMN Endocrine, nutritional and metabolic diseases	2 240	2 260	2 370	2 110	2 430	2 180	1 910	1 740	2 260
IPO Certain infectious and parasitic diseases	18 880	19 200	18 970	18 550	18 700	18 630	18 550	19 360	19 200
MSD Diseases of the musculoskeletal system and connective tissue	39 910	39 480	37 760	36 160	35 720	36 410	36 810	37 400	39 480
NGB Neoplasms	9 650	9 750	10 560	10 860	11 160	10 900	10 930	11 230	9 750
NSS Diseases of the nervous system	8 420	7 900	8 110	7 680	7 600	8 270	9 160	8 600	7 900
OPP Factors influencing health status and contact with health service	-	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	2 580	2 650	2 770	2 940	3 110	3 190	3 250	2 990	2 650
PSD Mental and behavioural disorders	56 320	57 490	58 190	57 670	57 390	59 810	59 080	58 980	57 490
SCO Diseases of the skin and subcutaneous tissue	2 150	1 940	1 960	2 060	2 080	1 910	1 960	1 740	1 940
SID Cause of Absence Not Yet Known	4 010	4 740	4 890	5 900	5 180	3 920	4 200	5 450	4 530

Source:Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Table 5A : Number of working days lost due to sickness absence by ICD code for Industrial civilian personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
Industrial total (All ICD 10 Codes)	41 300	39 890	37 710	36 290	35 030	34 580	34 880	36 630	39 650
ACI Injury, poisoning and certain other consequences of external causes	4 640	4 650	4 180	4 420	4 390	4 330	4 260	4 260	4 650
BFO Diseases of the blood forming organs and certain disorders	280	320	440	440	530	700	770	730	320
CIR Diseases of the circulatory system	2 030	2 130	2 200	2 050	2 070	2 210	2 480	3 660	2 130
DDS Diseases of the digestive system	3 030	2 670	2 460	1 980	1 710	1 590	1 590	1 630	2 670
DEM Diseases of the ear and mastoid process	400	370	270	160	110	100	100	110	370
DEY Diseases of the eye and adnexa	350	440	440	470	570	550	490	390	440
DGY Diseases of the genito-urinary system	1 700	1 690	1 500	1 380	1 270	1 410	1 390	1 220	1 690
DRS Diseases of the respiratory system	3 820	3 760	3 480	3 330	2 820	2 820	2 630	3 050	3 760
EMN Endocrine, nutritional and metabolic diseases	150	140	150	240	280	230	180	120	140
IPO Certain infectious and parasitic diseases	2 650	2 810	2 320	2 150	2 180	1 980	2 100	2 350	2 810
MSD Diseases of the musculoskeletal system and connective tissue	10 720	9 860	9 160	8 730	8 410	8 440	8 770	8 600	9 860
NGB Neoplasms	1 440	1 360	1 590	1 690	1 670	1 670	1 490	1 510	1 360
NSS Diseases of the nervous system	900	750	890	1 020	1 030	890	610	520	750
OPP Factors influencing health status and contact with health service	-	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	180	170	150	170	180	110	70	70	170
PSD Mental and behavioural disorders	7 650	7 150	6 470	5 880	5 600	6 060	6 200	6 300	7 150
SCO Diseases of the skin and subcutaneous tissue	430	450	600	550	590	660	620	620	450
SID Cause of Absence Not Yet Known	920	1 160	1 410	1 640	1 610	820	1 130	1 480	920

Source:Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Table 6A: Number of working days lost due to sickness absence by ICD code for DE&S civilian personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
DE&S Civilian personnel (All ICD 10 Codes)	59 190	58 870	57 890	57 920	52 390	54 420	54 850	55 840	58 070
ACI Injury, poisoning and certain other consequences of external causes	3 020	2 770	3 030	3 360	3 020	3 020	3 130	2 790	2 720
BFO Diseases of the blood forming organs and certain disorders	350	450	590	610	520	480	310	260	440
CIR Diseases of the circulatory system	1 590	1 820	2 070	2 140	2 040	2 260	2 590	2 990	1 810
DDS Diseases of the digestive system	4 170	4 200	4 330	4 540	4 130	4 110	3 800	4 050	4 120
DEM Diseases of the ear and mastoid process	670	760	690	620	410	400	450	530	760
DEY Diseases of the eye and adnexa	900	1 000	820	690	530	680	730	890	970
DGY Diseases of the genito-urinary system	2 200	2 360	2 230	2 200	1 910	1 740	1 620	1 750	2 350
DRS Diseases of the respiratory system	9 800	9 720	9 420	8 890	6 830	6 950	6 930	7 300	9 590
EMN Endocrine, nutritional and metabolic diseases	650	600	550	380	310	360	390	510	600
IPO Certain infectious and parasitic diseases	6 170	6 310	6 390	6 100	5 180	5 110	4 970	5 080	6 230
MSD Diseases of the musculoskeletal system and connective tissue	8 080	7 760	7 030	6 840	6 650	6 680	6 790	7 130	7 640
NGB Neoplasms	2 830	2 720	2 470	2 660	2 930	2 430	1 820	1 500	2 720
NSS Diseases of the nervous system	2 630	2 680	2 620	2 500	2 360	2 570	2 760	3 260	2 640
OPP Factors influencing health status and contact with health service	-	-	-	-	-	-	-	-	-
PCP Pregnancy, childbirth and the puerperium	900	990	960	1 030	860	1 010	1 000	840	950
PSD Mental and behavioural disorders	14 180	13 790	13 840	14 550	13 870	15 730	16 530	15 700	13 570
SCO Diseases of the skin and subcutaneous tissue	320	300	310	350	380	460	470	400	300
SID Cause of Absence Not Yet Known	730	660	510	460	480	450	560	880	660

Source: Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2020' are provisional due to not having final confirmation of all the data returns.

Note: Due to organisational changes there is a time series break from 12 months ending 31 March 2019.

Table 7A : Number of working days lost due to sickness absence by ICD code for Trading Fund and Executive Agency civilian personnel ^{1,2,3}

	12 Months Ending				12 Months Ending				
	31-Mar-18	30-Jun-18	30-Sep-18	31-Dec-18	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20 ^(p)
Trading Fund & Executive agency personnel (All ICD 10 Codes)	24 340	23 210	23 260	23 020	28 400	30 430	30 620	32 140	30 810
ACI Injury, poisoning and certain other consequences of external causes	440	470	490	570	850	820	760	850	870
BFO Diseases of the blood forming organs and certain disorders	20	~	50	90	150	240	230	250	160
CIR Diseases of the circulatory system	220	250	270	260	660	530	400	400	400
DDS Diseases of the digestive system	1 140	1 410	1 910	2 300	2 740	2 660	2 420	2 180	1 910
DEM Diseases of the ear and mastoid process	130	110	120	150	180	220	240	230	160
DEY Diseases of the eye and adnexa	100	110	120	120	180	170	280	290	290
DGY Diseases of the genito-urinary system	490	530	520	260	580	750	790	780	870
DRS Diseases of the respiratory system	4 920	4 810	4 740	4 510	5 210	5 500	5 480	5 900	5 830
EMN Endocrine, nutritional and metabolic diseases	90	120	130	160	210	180	120	160	220
IPO Certain infectious and parasitic diseases	3 570	3 370	2 860	2 640	3 210	3 460	3 880	4 270	4 180
MSD Diseases of the musculoskeletal system and connective tissue	2 020	1 970	1 460	1 630	2 280	2 560	2 580	2 350	2 610
NGB Neoplasms	860	740	800	870	900	740	700	800	1 100
NSS Diseases of the nervous system	1 400	1 310	1 480	1 460	1 830	1 830	1 730	1 650	1 620
OPP Factors influencing health status and contact with health service	2 780	2 290	2 220	2 200	2 150	2 550	3 110	3 010	2 290
PCP Pregnancy, childbirth and the puerperium	130	90	70	50	190	190	270	290	180
PSD Mental and behavioural disorders	4 950	4 560	5 070	4 950	6 230	7 020	6 760	7 260	6 890
SCO Diseases of the skin and subcutaneous tissue	90	80	50	60	80	130	80	80	90
SID Cause of Absence Not Yet Known	990	960	890	750	790	900	780	1 390	1 140

Source: Defence Statistics (Civilian)

1. Absence days are FTE working days lost. e.g. a part time employee (working 50% of full time hours) is sick for 7 calendar days, consequently this is 5 working days and then 2.5 FTE working days.

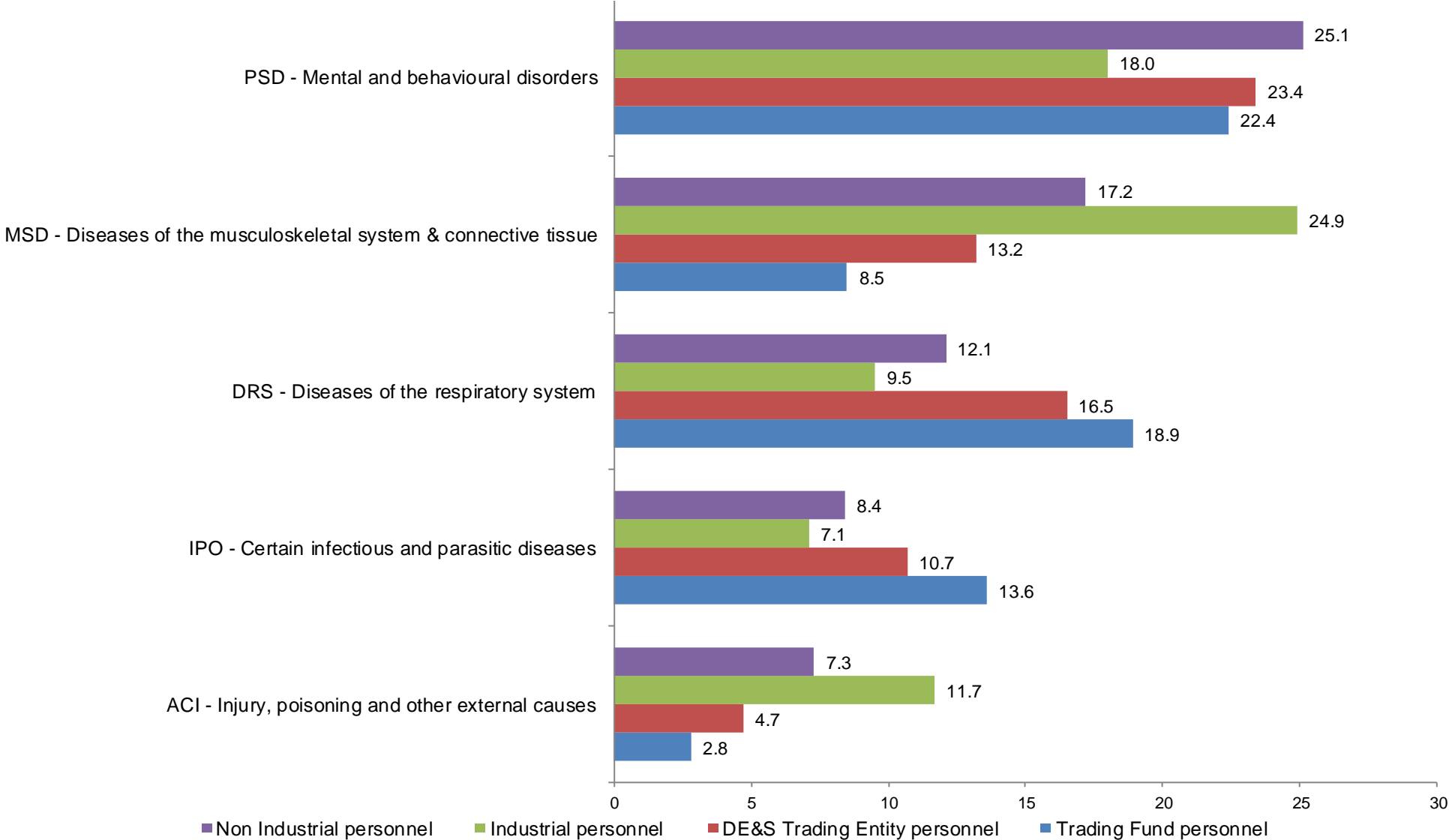
2. Sickness absence figures exclude absences where a person is classed as being on zero pay.

3. 1 day OPP Hospital Appointments have been excluded

(p): data for '12 months ending 31 March 2019' are provisional due to not having final confirmation of all the data returns.

Note: Due to organisational changes there is a time series break from 12 months ending 31 March 2020.

Chart C: Percentage of working days lost due to sickness absence by top five ICD codes for Non-Industrial civilian personnel compared against Industrial, DE&S and Trading Fund personnel, 12 months ending 31 March 2020



Symbols and Conventions

~	fewer than five
tes	not applicable
..	not available
-	zero or rounded to zero
(e)	estimate
(p)	provisional

Rounding

Where rounding has been used, totals and sub-totals have been rounded separately and so may not equal the sums of their rounded parts. This also applies to Civilian personnel data expressed in terms of Full-Time Equivalent (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.).

Background notes

1. 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 Top Level Budgetary areas, 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.
2. Changes in the DE&S Trading Entity grade structure meant that they were no longer aligned with those used by the Top Level Budgetary Areas. Therefore, the ‘loss of productivity’ figure that was previously published for this group is no longer possible.
3. As at 1 April 2018 approximately 1,160 posts transferred out of DE&S Trading Entity to form Defence Nuclear Organisation (DNO) as an Executive Agency, additionally approximately 80 personnel within DG Nuclear also transferred to DNO, moving from TLBs. DNO sickness absence figures have been reported from 12 months to 31 March 2019 (whole 12 months). Therefore, there is a time series break for both DE&S trading entity and Trading Fund & Executive agencies from 12 months ending 31 March 2019 onwards.
4. The value of lost productivity is calculated by applying the latest available capitation rates for Pay, ERNIC and SCAPE for civil service grades and multiplying them by the number of working days lost for each civil service grade.

ERNIC (Earnings related National Insurance contributions) is the National Insurance contribution to the department.

SCAPE (Superannuation Contributions Adjusted for Past Experience) is the pension element to the department.

The capitation rates are based on MOD averages for the respective year. The pay element of the capitation rate is basic pay only; no allowances are included. The capitation rates do not include overhead costs and these are not held centrally. Capitation rates are calculated for all grades.

Glossary

Working Days Lost: Average working days lost are the number of FTE days lost to sickness absence by civilian personnel within a 12 month rolling period.

Civilian Level 0:

Includes: Top Level Budgetary areas (TLBs)
Defence, Equipment & Support (DE&S) Trading Entity
Trading Fund & Executive Agencies

Excludes: Royal Fleet Auxiliary
Locally Engaged Civilians

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

Defence Equipment & Support: Defence Equipment & Support (DE&S) equips and supports the UK's Armed Forces for current and future operations. It acquires and supports through-life, including disposal, equipment and services ranging from ships, aircraft, vehicles and weapons, to electronic systems and information services. DE&S satisfies on-going requirements including food, clothing, medical supplies, maintenance and temporary accommodation, as well as operating HM Naval Bases and the joint supply chain for land, sea and air.

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

Defence Science and Technology Laboratory: is an Executive Agency. It supplies impartial scientific and technical research and advice to the MOD and other government departments.

Defence Statistics: On 1 April 2013 the Directorate formerly known as DASA split into two one-star analytical business areas within the Head Office Strategy Directorate - Defence Economics and Defence Statistics. These two business areas continue to provide National Statistics on Defence and other corporate information, forecasting, planning, consultancy, analytical research and advice to the MOD.

Defence Nuclear Organisation: is the sponsor for the SDA as an Executive Agency. It became an Executive Agency on a phased approach after splitting out from DE&S. It was reported as a full Executive agency on April 2018.

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 in April 2012. Lead areas of activity include Senior Finance Office (SFO) responsibility 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: 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: The UK Hydrographic Office is responsible for surveying the seas around the UK and other areas to aid navigation.

ICD International Statistical Classification of Diseases and Health-related Problems. ICD is a coding system for diseases and signs, symptoms, abnormal findings, complaints, social circumstances and external causes of injury or diseases, as classified by the World Health Organisation

Industrial: 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.

Joint Forces Command (JFC): See UKStratCom

Locally engaged civilians: MOD employs a number of civilian personnel overseas, known as Locally engaged civilians (LECs). The definition of a Locally engaged civilian is an employee who has 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.

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: 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 & engineering.

Royal Fleet Auxiliary: The Royal Fleet Auxiliary 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): The major organisational groupings of the MOD directly responsible for the planning, management and delivery of departmental capability.

Trading Funds: Trading Funds were introduced by the Government under the Trading Funds Act 1973 as a 'means of financing trading operations of a government department which, hitherto, have been carried out on Vote'. They are self-accounting units that have greater freedom than other government departments in managing their own financial and management activities. They are also free to negotiate their own terms and conditions with their personnel and for this reason their grading structures do not always match that of the rest of the Ministry.

UKStratCom (formerly 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. As of October 2019 JFC changed their official title to UKStratcom.

Working Days: This follows Cabinet Office definition, setting a maximum number of sickness absence days at 225 days per person and excludes data for weekends, annual leave and bank holidays.

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-sickness-absence-quarterly-report-background-quality-reports>

Frequency of publication

Defence Statistics (Civilian) conducted a public consultation on reducing publication of Civilian Personnel Sickness Absence from quarterly to once 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.
- c. To free up resource to spend on reactive ad hoc analysis to meet our policy customers' requirements.

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.

This report contains provisional figures for the '12 months ending 31 March 2020' due to not having final confirmation of all the data returns. A revised iteration of this report will look to be published once the returns have been finalised.

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: Analysis-Civilian-Enquiries@mod.gov.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>

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