

CHAPTER 76

ENGINEERING BRANCH – AIR ENGINEERING AND SURVIVAL EQUIPMENT TECHNICIANS

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CHAPTER 76**ENGINEERING BRANCH – AIR ENGINEERING AND SURVIVAL EQUIPMENT
TECHNICIANS****7601. FAA Engineering Specialisation – General Terminology**

a. The Air Engineering (AE) specialisation rating structure comprises technician, artificer and mechanic streams. Ratings are titled 'Air Engineering Technician', 'Air Engineering Artificer' or 'Air Engineering Mechanic' as appropriate and, from promotion to Leading Hand (LH) up to and including Chief Petty Officer (CPO), will specialise in one of the following trades:

Mechanical (M)

Avionics (Av)

b. Personnel will no longer specialise in the following legacy trades:

Electrical (L)

Radio (R)

c. In recognition of the wider managerial role of the Warrant Officer, AE trade categories are not retained above the rate of Chief Petty Officer.

d. From 1 Nov 18 the Naval Airman (Survival Equipment) (NA(SE)) Warfare specialisation became the Survival Equipment Technician (SET) specialisation under the FAA Engineering Branch.

7602. Fast Track Scheme for Accelerated Advancement to the Rate of Petty Officer Air Engineering Technician

a. The Fast Track (FT) scheme consists of a sequence of training, experience and rigorous continuous assessment culminating in advancement to POAET on a combined time and merit basis. The FT route provides early attendance on the LAET and/or POAET Qualifying Courses (QC) with a reduced time spent at AET and LAET for ratings to gain experience on a squadron.

b. Selection for the FT Scheme is carried out by the FT Selection Panel (FTSP), chaired by NAVY PERS-BM ENG AE SO1, selecting FT ratings in January, April and September of each calendar year, dependent on the Service requirement. Such selections will be made from a pool of candidates who have already successfully passed a Provisional FT Selection Board (PFTSB) whilst on either AET QC or LAET QC. Detailed regulations for the FT scheme are contained in the Manual of Naval Air Engineering Training (MNAET).

7603. Air Engineering Accelerated Apprentice Scheme for direct entry as a Probationary Leading Hand

- a. Air Engineering Accelerated Apprentices (AE AA) join HMS RALEIGH as Probationary Leading Hands (see Para 6809) until they become a Gain to the Trained Strength (GTS) as an LAET on completion of a 2 year bespoke training pipeline (see [Annex 76A](#)). Once GTS the AE AA will be subject to the normal selection process of a LAET.
- b. In order to maintain oversight of the scheme, the role of the Accelerated Apprentice Air Engineer Recording Authority (AAAE RA) was created and is to be the first point of contact regarding AAAE issues. AAAE RA TORs can be found at [Annex 76B](#).
- c. Further detail on the AA scheme can be found at Para 6810. The AA Warnings and Failure policy is laid down at Annex 68N.

7604. Time Based Advancement for Artificers to the Rate of Chief Petty Officer

- a. Under the transitional arrangements introduced for Air Engineering Branch Development (AEBD), the opportunity to pass the CPOAEA Professional Qualifying Examination (PQE) required for advancement to CPOAEA was limited by time, and this time has now elapsed. Former artificers, holding the rate of POAET, who have not passed the CPOAEA PQE, cannot be advanced to CPOAEA and instead are now governed by the promotion regulations for the technician stream for promotion to CPOAET in accordance with [Para 7608](#).
- b. Completion of the Senior Rates Leadership Course (SRLC) is a requirement for advancement to CPOAEA.

7605. Recommendations for Promotion and Advancement - General

All recommendations for promotion and advancement are to be made with due regard to the conditions in Para 6901.

7606. Certificate of Competence to Supervise Aircraft Maintenance

Achievement of the Certificate of Competence to Supervise Aircraft Maintenance (CCSAM) represents the final stage in the training and assessment process to reach the Operational Performance Statement (OPS) for the LAET in terms of duties and tasks. Full details of the award of CCSAM are set out in the MNAET.

7607. Aircraft Certificate of Competence

The Aircraft Certificate of Competence (ACC) is awarded on successful completion of CPOAET QC and CPOAET Workplace Training (WT) and represents the final stage in the training and assessment process to reach the Operational Performance Statement (OPS) for the CPOAET in terms of duties and tasks. CPOAEAs assigned to a position requiring the ACC will be required to attend and pass the CPOAET QC. POAEAs who were advanced to CPOAEA under previous regulations without the requirement to pass the then Petty Officer Leadership Course (POLC) will be required to pass the SRLC (in addition to the CPOAET QC) prior to transfer to CPOAET. There will be no selective re-categorisation to CPOAET from CPOAEA. Full details, including the Enabling Objectives for the award of ACC, are laid down in the MNAET, Chapters 2.4 and 3.5.

7608. Air Engineering Technicians – Promotion Flowchart

Entry to HMS RALEIGH

AE TECHNICIAN 2

AE Technician 1 – Advancement criteria

- a. Complete Phase 1 New Entry Training. (see [Note 1](#))
- b. For branch transfers, a minimum of Level 1 Functional Skills in English and Mathematics, and attainment of the relevant RT scores as for AET entry.
- c. Complete AET QC (Phase 2A Training). (see [Note 2](#))
- d. Complete AET WT (Phase 2B Training), and award of QM & QS. (see [Note 3](#), [Note 4](#), [Note 5](#))
- e. Twelve months' seniority as an AET2.
- f. Recommended for advancement.
- g. In date for Royal Naval Fitness Test (RNFT) or waiver obtained on date due advancement; recorded as JPA competence 'CMS|Fitness Test|Navy|. (see [Note 16](#))
- h. At least 6 months since last Career Check (if any) on date due advancement.

Advanced to AE TECHNICIAN 1 (see Note 6)

Leading AE Technician – Pre-Selection Requirements

- a. Minimum of 18 months' seniority as AET1 12 months prior to the Common Promotion Date (CPD) (Para 6703 b sub para (2)).
- b. Serving on a ES1/FC/OE1 that expires after the nominated CPD (Para 6703 b sub para (6)).
- c. Recommendation for promotion on Appraisal Report at CRD. (see [Note 14](#))

Leading AE Technician – Pre-Promotion Requirements

- d. Completed Pre-LAET QC Training Performance Record Task Book. (see [Note 5](#))
- e. Passed LAET QC by nominated CPD+12 months. (see [Note 4](#), [Note 8](#), [Note 9](#), [Note 16](#))

- f. Leading Rates Leadership Course (LRLC) completed and recorded as JPA competence 'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|'. (see [Note 17](#))
- g. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 16](#))
- h. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- i. Educationally qualified for promotion (EFP) in accordance with Para 9636. Achieved Level 1 Functional Skills (or equivalent) in English and Mathematics at Common Promotion Date (CPD) and appropriate competences recorded on JPA.

Promoted to LEADING AE TECHNICIAN

Petty Officer AE Technician – Pre-Selection Requirements

- a. Hold Certificate of Competence to Supervise Aircraft Maintenance (CCSAM) and recorded as JPA competence 'FAA|Certificate Of Competency-Supervise A/C Maint|Navy|' or 'Professional|Certificate Of Competence For LAEM/LAET (TQ40)|Navy|' ([Para 7606](#)). (see [Note 10](#))
- b. Minimum of 2 years' seniority as a LAET 12 months prior to the CPD.
- c. 2RO recommendation for promotion on Appraisal Report at CRD.
- d. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- e. Not serving on a Navy Tailored Career (TC).
- f. Not serving on an Extension of Service (EoS).

Petty Officer AE Technician – Pre-Promotion Requirements

- a. Completed LAET WT Task Book. (see [Note 9](#))
- b. Completed POAET QC by nominated CPD+12 months ([Note 11](#) and [Note 16](#))
- c. Completed Senior Rates Leadership Course (SRLC) and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'. (see [Note 16](#))
- d. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 15](#))

- e. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- f. EFP in accordance with Para 9636. Achieved minimum Level 2 Functional Skills (or equivalent) in English and Mathematics at CRD and appropriate competences recorded on JPA

Promoted to
PETTY OFFICER AE TECHNICIAN ([Note 12](#))

Chief Petty Officer AE Technician – Pre-Selection Requirements (see [Note 13](#))

- a. Minimum of 3 years' seniority as a POAET 12 months prior to the CPD.
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- c. Not serving on a Navy Tailored Career (TC).
- d. Not serving on an Extension of Service (EoS).
- e. Completed Senior Rates' Leadership Course (SRLC) by nominated CRD and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'.
- f. 2RO recommendation for promotion on Appraisal Report at CRD.

Chief Petty Officer AE Technician – Pre-Promotion Requirements

- g. Completed CPOAET QC by nominated CPD+12 months. (see [Note 17](#))
- h. Satisfy terms of Assignment Order issued by Promotion Authority
- i. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 16](#))
- j. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).

Promoted to
CHIEF PETTY OFFICER AE TECHNICIAN



Note. From 1 Apr 14, there were no further Selection Boards for promotion to Warrant Officer 2 Air Engineering Technician following removal of the Warrant Officer 2 rank across the Royal Navy. Individuals selected for promotion to WO2AET prior to 1 Apr 14 will be required to satisfy the pre-promotion requirements shown in [Note 17](#) in order to be confirmed in the higher rank - see also Para 6717.

Warrant Officer 1 AE Technician – Pre-Selection Requirements

- a. If a CPOAET, minimum of 3 years' seniority in the rate 12 months prior to CPD. If a WO2AET, there is no minimum seniority requirement.
- b. Hold Aircraft Certificate of Competence (ACC) ([Para 7607](#)) Recorded as JPA competence 'FAA|ACC Aircraft Certificate of Competence|Navy|'. |
- c. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- d. 2RO recommendation for promotion at CRD.
- e. Not serving on a Navy Tailored Career (TC).
- f. Not serving on an Extension of Service (EoS).

Warrant Officer 1 AE Technician – Pre-Promotion Requirements

- g. For CPOAETs, completed WOAETQC by nominated CPD+12 months (see [Note 16](#))
- h. Satisfy terms of Assignment Order issued by Promotion Authority.
- i. In date RNFT or waiver obtained at nominated CPD; recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 15](#))
- j. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- k. EFP in accordance with Para 9636. Must have achieved minimum Level 2 Functional Skills (or equivalent) in English and Mathematics and the appropriate competence recorded on JPA. (see [Note 17](#)).

Promoted to WARRANT OFFICER 1 AE TECHNICIAN

Notes:

1. New entrants join the Air Engineering (AE) specialisation as an Able Rating (AET2) with a seniority of date of entry. They join HMS RALEIGH and undergo Phase 1 Training before being assigned to the Royal Navy Air Engineering and Survival School (RNAESS) for the Air Engineering Technician Qualifying Course (AET QC) (also known as Phase 2A training).

2. Selection for the Fast Track may occur during AET QC (Phase 2A) or LAET QC training. Regulations governing those selected to the Fast Track are detailed separately at [Para 7602](#) and [Para 7609](#).

3. Following training at RNAESS, ratings are assigned to an Air Station for AET Workplace Training (AET WT) (also known as Phase 2B Training). During this period, ratings are required to become 'Qualified to Maintain' (QM) and 'Qualified to Sign' (QS). Regulations regarding the award of QM and QS are contained in the Manual of Naval Air Engineering Training (MNAET).

4. Trade Categorisation

a. A completed Trade Preference Card (TPC) is to be submitted within 6 months of successful completion of AET WT (award of QM/QS), but not prior to advancement to AET1. The TPC template can be found in the MNAET; it must be signed by an Air Engineer Officer (AEO)/Senior Maintenance Rating (or other Services equivalent) and submitted to the Administration Office of the Engineering Training School that provided the individual's AET WT. ETSS are to co-ordinate returns, forwarding completed TPCs to the AE Trade Categorisation Authority at RNAESS. ETSS are to manage the administration of TPC submission and hasten overdue categorisations. AE trade categorisation will be carried out on a monthly basis and the AE Ratings Career Manager (RCMAE) will be informed of the trading decision for each rating. The submission of a TPC ensures that ratings may nominate the trade of their choice, however, the requirements of the Service will remain the overriding factor. Ratings will not be allowed to change their trade preference unless authorised by the AE Branch Manager; where an individual seeks re-categorisation they are to request to do so in writing to the Trade Categorisation Authority.

b. Trade categorisation of AETs does not prevent their employment outside that trade category. Employers will continue to reap the benefits of the 'Il traded' AET but should be mindful of the need to develop ratings for their future role as trade supervisors. Ratings will adopt their new trade category title on promotion to LAET.

c. Ratings who have successfully completed LAET QC are eligible to wear the appropriate (M) or (AV) one star trade badge.



Notes:**5. Pre-LAET QC Training Performance Record Task Book**

a. A traded Training Performance Record Task Book (TPR) will be issued as soon as the AET is notified of his/her trade categorisation. Completion of a traded TPR is not a requirement for selection to LAET but it is a prerequisite for attendance at LAET QC. TPRs will be prepared by RNAESS and issued by the local Engineering Training Section or equivalent.

b. Completion of the TPR is the responsibility of the individual. Sufficient opportunity should exist for a rating to complete the task book within the constraints of normal assignment. It would reasonably be expected that ratings could complete the TPR on most Units within a 9 month period following its issue. For those ratings assigned to a non-Squadron position following their AET WT consolidation period, employing Units should, where practicable, maximise opportunities for TPR completion. Where this proves not to be feasible, the Unit/rating is to engage with the RCMAE to identify a suitable follow on assignment to enable TPR completion on the next Unit. Only in exceptional circumstances will RCMAE consider assigning ratings outside of normal processes in order that a TPR may be completed.

c. Once issued, TPRs are to be retained by the individual rating. Divisional Officers are to carry out routine checks on the progress of ratings in completing their TPR and are to complete the TPR Task Book Monitoring Form (TMF).

d. Completed TPRs are to be presented to the local Engineering Training Section or equivalent for a JPA TPR completion competence to be added. The TPR Completion Certificate should then be dispatched to RNAESS. Loss of a TPR before it is fully completed will prejudice a rating's prospects for promotion to LAET since completion is a prerequisite for attendance at LAET QC.

e. Completion of a TPR is a mandatory requirement for attendance at the LAET QC. In exceptional circumstances RNAESS will consider individual cases where TB completion has not been possible. Reporting instructions are included in the TB.

6. On advancement to AET1, ratings are eligible to wear one star on their (AE) specialisation badge.



Notes:

7. **Preparation for Promotion.** Preparation for promotion to LAET is the responsibility of the individual. Ratings must maximise the opportunities to achieve the necessary experience and educational qualifications and, in particular, must achieve a good knowledge of the work in their designated trade category.

8. A return of service for training applies to LAETs on completion of LAET QC (Chapter 53 refers).

9. **LAET WT Task Book**

a. A LAET WT TB will be issued to all ratings on completion of LAET QC and represents those tasks to be completed to meet the Operational Performance Statement for a LAET. Completion of the TB is the responsibility of the individual and is a mandatory requirement prior to attempting the Certificate of Competence to Supervise Aircraft Maintenance (CCSAM) Board.

b. AEOs (or other Service equivalent) are to ensure that the completion of the LAET WT tasks are positively encouraged and actively managed within their units. To this end, LAETs undertaking CCSAM Training are not to be employed in ancillary or non-technical roles to the extent that the completion of the LAET WT tasks is prejudiced.

c. Once issued, TBs are to be retained by the individual rating until successful completion of CCSAM and then returned to RNAESS. The date that the TB is issued and completed should also be recorded on JPA as a competence.

d. Individuals who have been selected for promotion are to ensure that the Task Book completion competence ('Professional|Task Book completed (M)-LAET(SJ52)|Navy|' or 'Professional|Task Book completed (Av)-LAET(SJ51)|Navy|') is recorded on JPA prior to attendance at POAET QC.

10. Ratings who have successfully completed LAETQC, Leading Rates Leadership Course (LRLC) and hold CCSAM are eligible to wear 2 stars on their trade badge.



Notes:**11. Pre-POAET QC Academic Preparation Material**

a. Preparation material for POAET QC is available on the Defence Learning Portal for personnel selected for promotion to POAET. The material is a summary of the subjects that have been taught on LAETQC and acts as a refresher to ensure personnel are at the appropriate standard to start the POAETQC.

b. Whilst completion of this material is not mandatory, due to the short nature of the POAET QC there will be little opportunity for those who fall behind to catch up. Individuals are strongly recommended, therefore, to complete this refresher training to avoid the risk of being backclassified or deselected.

A Return of Service for training applies to POAETs on completion of POAET QC (Chapter 53 refers).

12. Trade badges shall not be worn above the rate of LAET.

13. For those POAETs who formerly completed the AQC, qualifications for advancement to CPOAEA under legacy arrangements are detailed at [Para 7611](#), noting that there is no longer any opportunity to pass the CPOAEA PQE as given in [Para 7604](#).

14. Recommendation. Awarded 'Exceptional', 'High' or 'Yes' recommendation for 'Promotion - 1 Rank Up' on SJAR by final RO. Where an otherwise fully eligible candidate has received an SJAR assessment of 'Insufficient Knowledge' at last report, presentation before the next Board will be determined by the Promotion Section using the previous report recommendation.

15. **RNFT (at CPD).** Ratings are to be in date RNFT or in possession of either a permanent medical exemption as issued by a NSMBOS or temporary exemption (as issued by the Commanding Officer) on the appropriate CPD (or later) or on advancement (See Para 6716).

16. **Failure to Complete Professional and/or Leadership Course.** Refer to Para 6719 for rules on the impact on a rating's promotion if they fail to complete Professional Qualifying Course and/or LRLC/SRLC before CPD or within 12 months of CPD as a result of service reasons, non-service reasons (outwith control) or non-service reasons (within control).

17. **EFP Requirement for WO1.** It is considered that WO2AETs have been promoted to Warrant Officer under previous EFP regulations and, as such, there is no further EFP requirement for consideration for selection for WO1.



7609. Air Engineering Technician Fast Track Scheme – Qualifications for Selection and Subsequent Advancement

On selection to the FT Scheme from AET QC (Phase 2A training) by the Fast Track Selection Panel (FTSP) (before or after advancement to AET1) (see Note 1)

AE TECHNICIAN 1

Leading AET – Advancement criteria (Fast Track)

- a. Minimum of 12 months' experience in a squadron or flight.
- b. Educationally qualified for promotion (EFP) in accordance with Para 9623. Achieved minimum NAMET 5:5 or Level 1 Functional Skills (or equivalent) in English and Mathematics before selection to Fast Track Scheme and appropriate competences recorded on JPA. (see [Note 2](#)).
- c. Completed Pre-LAET QC Training Performance Record Task Book.
- d. Recommended for advancement. (see [Note 3](#))
- e. Minimum of 18 months' seniority as AET1.
- f. Passed LAET QC without attracting any academic or disciplinary warnings and maintaining above average course results. (see [Note 4](#))
- g. Completed Leading Rates Leadership Course (LRLC) and recorded as JPA competence 'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|'. (see [Note 5](#))
- h. Assignment Order issued by RCMAE. (see [Note 5](#))
- i. In date for Royal Naval Fitness Test (RNFT) or waiver obtained on date due advancement; recorded under JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 6](#))
- j. At least 6 months since last Career Check (if any) on date due advancement.
- k. Recommended to retain FT status from AET QC FT selection, or on selection to the FT Scheme from LAET QC by the FTSP (before or after advancement to LAET). (see [Note 1](#))

Advanced to LEADING AE TECHNICIAN

POAET – Advancement criteria (Fast Track)

- a. Complete LAET WT Task Book.
- b. Hold Certificate of Competence to Supervise Aircraft Maintenance (CCSAM) ([Para 7606](#)).
- c. Minimum of 12 months' experience in a squadron or flight complement position, post award of CCSAM.
- d. EFP in accordance with Para 9636. Achieved minimum Level 2 Functional Skills (or equivalent) in English and Mathematics before attendance at POAET QC and appropriate competences recorded on JPA.
- e. Minimum of 18 months' seniority as LAET.
- f. Recommended for advancement.
- g. Passed POAET QC. (4)
- h. Completed Senior Rates Leadership Course (SRLC) and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'.
- i. In date for RNFT or waiver obtained on date due advancement; recorded under JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 6](#))
- j. At least 6 months since last Career Check (if any) on date due advancement.

Advanced to PETTY OFFICER AE TECHNICIAN

Subsequent promotion as per normal intake in the AET stream ([Para 7608](#))



Notes:

1. *The rules for selection to the Fast Track (FT) scheme and associated administrative arrangements are detailed in the MNAET.*
2. *Ratings will not normally be allowed to join the FT scheme unless they meet the educational requirements for promotion to LH. FT ratings will need to meet the educational requirements for promotion to PO before the end of LAETQC to continue on the scheme as LAETs, as will those wishing to join the Scheme at this point. No ratings will be assigned to POAETQC who do not meet the educational requirements for promotion to PO.*
3. *Failure to achieve the criteria stipulated for FT or to continue to demonstrate the potential for higher managerial and leadership responsibilities and for further technician training will result in removal from the FT scheme ([Para 7602](#)). SJARs are to include a positive reference with regard to continued retention of FT status.*
4. *RCMAE will normally assign FT ratings to the first available LAET QC or POAET QC dependent on meeting the criteria above, continuing FT status, course availability and the needs of the Service.*
5. *FT ratings will be advanced on completion of all relevant training with a seniority date following the last day of the relevant Qualifying Course or Leadership Course whichever is the latter. Trade badges are not to be worn above the rate of LAET.*
6. **RNFT.** *Ratings are to be in date RNFT or in possession of either a permanent medical exemption as issued by a Naval Service Medical Board of Survey (NSMBOS) or temporary exemption (as issued by the Commanding Officer) on the date due advancement at Note 5, applying the policy given in Para 6805.*

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7610. Air Engineering Technicians – Rules Regarding Failure

The action to be taken when an AET fails training or an examination is shown below:

Table 76-1. AET Failure Policy

Failure Point	Failure Action
AET2 Phase 1 Training	Consider back classing and re-examine. Consider branch change or Discharge SHORE (Chapter 54).
AET QC	Repeated failures. Consider branch transfer or Discharge SHORE (Chapter 54).
AET WT	In accordance with the MNAET report lack of progress to OC RNAESS who will consider branch transfer or Discharge SHORE (Chapter 54).
AET1 LAET QC	Not to be promoted. Consider back classing and re-examine.
LRLC	Not to be promoted. Refer to Chapter 69.
LAET CCSAM	Consider reversion (See Note).
POAET QC	Not to be promoted. Consider back classing and re-examine.
SRLC	Not to be promoted. Refer to Chapter 69.
POAET CPOAET QC	Not to be promoted. Consider back classing and re-examine.
CPOAET ACC	Consider reversion to POAET or re-categorisation to previous Branch stream of CPOAEA or CPOAEM.
WOAET QC	Not to be promoted. Consider re-examination.



Note. For LAETs who were previously AA trainees there is not the option for reversion as they have not held the rate of AET. As such the options following failure are either Discharge SHORE or by exception branch transfer to AET at the BM's discretion.

7611. Engineering Artificer - Qualifications for Transfer to Chief Petty Officer Air Engineering Technician



Note. *This article applies to both Artificer Apprentice entries and Artificer Candidate entries.*

In order to be eligible for further promotion, all CPO AE Artificers must transfer to the Technician stream by meeting the criteria below.

CHIEF PETTY OFFICER AE ARTIFICER

Chief Petty Officer AE Technician - Transfer Criteria

- a. Passed ACC through Fleet Selection route or passed CPOAET QC. (1) ([Para 7607](#))
- b. Completed Senior Rates Leadership Course (SRLC) and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'. (2)

CHIEF PETTY OFFICER AE TECHNICIAN

Notes:



1. CPOAEAs assigned to a position requiring the ACC will be required to attend and pass the CPOAET QC. There will be no selective re-categorization to CPOAET from CPOAEA.
2. This applies only to former POAEAs who were advanced to CPOAEA under previous regulations without the requirement to pass the then POLC (now SRLC).
3. Further promotion will be in the Technician stream in accordance with [Para 7608](#)

7612. Air Engineering Mechanics – Promotion Flowchart

PETTY OFFICER AE MECHANIC

Chief Petty Officer AE Mechanic – Pre-Selection Requirements

- a. Minimum of 3 years' seniority as POAEM 12 months prior to the Common Promotion Date (CPD) (Para 6703 b sub para (3)).
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD (Para 6703 b sub para (6)).

- c. Recommended for promotion on Appraisal Report at Common Reporting Date (CRD).
- d. Completed Senior Rates Leadership Course (SRLC) and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'.

Chief Petty Officer AE Mechanic – Pre-Promotion Requirements

- e. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 1](#))
- f. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).

Promoted to
CHIEF PETTY OFFICER AE MECHANIC

Warrant Officer 1 AE Mechanic – Pre-Selection Requirements

- a. Minimum of 3 years' seniority as CPOAEM 12 months prior to the CPD.
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- c. Recommended for promotion on Appraisal Report at CRD.

Warrant Officer 1 AE Mechanic – Pre-Promotion Requirements

- d. Satisfy terms of Assignment Order issued by Promotion Authority.
- e. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 2](#))
- f. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- g. Educationally qualified for promotion (EFP) in accordance with Para 9636. Must have achieved minimum Level 2 Functional Skills (or equivalent) in English and Mathematics and the appropriate competence recorded on JPA.

Promoted to
WARRANT OFFICER 1 AE MECHANIC



Note. RNFT (at CPD). Ratings are to be in date RNFT or in possession of either a permanent medical exemption as issued by a NSMBOS or temporary exemption (as issued by the Commanding Officer) on the appropriate CPD (or later) (see Para 6716).

7613. Accelerated Apprentice Scheme - Air Engineering- Advancement Flow Chart

Entry to HMS RALEIGH (see [Note 1](#))

<p>PROBATIONARY LEADING AE TECHNICIAN</p>
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Leading AE Technician – Advancement criteria (see [Note 2](#))

- a. Completed Phase 1 New Entry Training.
- b. Completed AA AE Enabling Course.
- c. Completed Basic Sea Survival Course and Able Rates Leadership Course.
- d. Completed Field Phase including award of QM & QS and completion of AA Field Phase Task Book.
- e. Steaming preference submitted.
- f. Passed all aspects of LAETQC.
- g. Completed Leading Rates' Leadership Course (LRLC) and recorded as JPA competence 'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|
- h. Recommended for advancement.
- i. In date RNFT or waiver (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'. (see [Note 3](#))
- j. At least 6 months since last Career Check (if any) on date due advancement.

<p>Advanced to LEADING AE TECHNICIAN (see Note 4)</p>
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**Notes:**

1. *The eligibility criteria to be recruited as an AA AE include that candidates join educationally qualified for promotion (EFP) to LAET in accordance with Para 9636. Appropriate competences should be recorded on JPA.*
2. *Failure of career or leadership courses by an AA trainee is to be managed in accordance with the AA Warnings and Failure Policy at Annex 68N.*
3. *Ratings are to be in date RNFT or in possession of either a permanent medical exemption as issued by a NSMBOS or temporary exemption (as issued by the Commanding Officer) on the appropriate CPD (or later) or on advancement (see Para 6716).*
4. *On successful completion of the AA pipeline, the individual will become a Gain to the Trained Strength and be advanced to Leading Engineer Technician. They will then transfer to either the Selective Promotion Flowchart or, if selected, to the Fast Track POAET Flowchart.*

7614. Survival Equipment Technician - Promotion Flowchart

Entry to HMS RALEIGH (see [Note 1](#))

SURVIVAL EQUIPMENT TECHNICIAN 2

SET 1 – Advancement Criteria

- a. Complete Phase 1 New Entry Training and SET QC (Phase 2A Training).
- b. Complete SET WT (Phase 2B Training) and award of QM (see [Note 2](#)).
- c. Recommended for advancement (see [Note 3](#)).
- d. In date for Royal Naval Fitness Test (RNFT) or waiver obtained on date due advancement; recorded under JPA competence 'CMS|Fitness Test|Navy|'.

Advanced to SURVIVAL EQUIPMENT TECHNICIAN 1

Leading Hand SET – Pre-Selection Requirements

- a. Minimum of 18 months' seniority as SET1 12 months prior to Common PromotionDate (CPD) (Para 6703 b sub para (2)).
- b. Serving on ES1/FC/OE1 that expires after the nominated CPD (Para 6703 b sub para (6)).
- c. 2RO Recommendation for promotion on Appraisal Report at CRD.(see [Note 4](#)).

Leading Hand SET – Pre-Promotion Requirements

- a. Successful completion of Leading Rates Qualifying Course (see Notes 5 and 10)
- b. Completed Leading Rates' Leadership Course (LRLC); recorded as JPA competence 'Miscellaneous|Leading Rates' Leadership Course (RNLA 102)|Navy|' (see [Note 5](#) and [Note 9](#)).
- c. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|' (see [Note 8](#)).
- d. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- e. Educationally qualified for promotion (EFP) in accordance with Para 6717. Achieved Level 1 Functional Skills (or equivalent) in English and Mathematics at Common Promotion Date (CPD) and appropriate competences recorded on JPA.

Promoted to LEADING EQUIPMENT TECHNICIAN
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PO SET – Pre-Selection Requirements

- a. Hold Certificate of Competence to Supervise Survival Equipment Maintenance (CCSEM) and recorded as JPA competence 'FAA|Certificate Of Competency-Supervise SE Maint|Navy' (see [Note 6](#)).
- b. Completed Leading Rates' Leadership Course (LRLC); recorded as JPA competence 'Miscellaneous|Leading Rates' Leadership Course (RNLA 102)|Navy' (see [Note 5](#) and [Note 9](#)).
- c. Minimum of 2 years' seniority as LSET 12 months prior to the CPD.
- d. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- e. Not serving on a Navy-Tailored Career (TC).
- f. Not serving on an Extension of Service (EoS).
- g. 2RO recommendation for promotion on Appraisal Report at CRD (See [Note 4](#)).

PO SET – Pre-Promotion Requirements

- a. Successful completion of Petty Officer Qualifying Course (see [Note 5](#) and [Note 10](#)).
- b. Completed Senior Rates' Leadership Course (SRLC), recorded as JPA competence 'Miscellaneous|Senior Rates' Leadership Course (RNLA 103)|Navy' (see [Note 5](#) and [Note 9](#)).
- c. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy' (see [Note 8](#)).
- d. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- e. Educationally qualified for promotion (EFP) in accordance with Para 6717. Achieved Level 2 Functional Skills (or equivalent) in English and Mathematics at Common Promotion Date (CPD) and appropriate competences recorded on JPA.

Promoted to PETTY OFFICERSURVIVAL EQUIPMENT TECHNICIAN
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CPO SET – Pre-Selection Requirements

- a. Minimum of 3 years' seniority as a PO SET 12 months prior to the CPD.
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- c. Not serving on a Navy Tailored Career (TC).
- d. Not serving on an Extension of Service (EoS).
- e. Completed Senior Rates' Leadership Course (SRLC), by nominated CRD and recorded as JPA competence 'Miscellaneous|Senior Rates' Leadership Course (RNLA 103)|Navy|'.
- f. 2RO Recommendation for promotion on Appraisal Report at CRD.

CPO SET – Pre-Promotion Requirements

- a. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'.
- b. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).

<p>Promoted to CHIEF PETTY OFFICER SURVIVAL EQUIPMENT TECHNICIAN</p>

Warrant Officer 1 SET – Pre-Selection Requirements

- a. Minimum of 3 years' seniority as CPO SET 12 months prior to the CPD.
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the nominated CPD.
- c. Not serving on a Navy-Tailored Career (TC).
- d. Not serving on an Extension of Service (EoS).
- e. 2RO recommended for promotion on Appraisal Report at CRD.

Warrant Officer 1 SET – Pre-Promotion Requirements

- a. In date RNFT or waiver obtained at nominated CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|' (see [Note 8](#)).
- b. EFP in accordance with Para 6717. Achieved Level 2 Functional Skills (or equivalent) in English and Mathematics at Common Promotion Date (CPD) and appropriate competences recorded on JPA.

- c. At least 6 months since last Career Check (if any) on nominated CPD or date due promotion (if later).
- d. Satisfy terms of Appointment Order issued by Promotion Authority.

Promoted to
**WARRANT OFFICER 1 SURVIVAL
EQUIPMENT TECHNICIAN**

Notes:

1. All new entrants are rated SET2 with seniority from date of entry. They join HMS RALEIGH and undergo Phase 1 Training before being assigned to the Defence School of Air Engineering (Gosport) for the Survival Equipment Technician Qualifying Course (SET QC) (also known as Phase 2A Training).

2. Survival Equipment Technician Workplace Training (SET WT) (also known as Phase 2B training) is primarily carried out at a Royal Naval Air Station SE section. Successful completion of SET QC and WT culminates in the award of 'Qualified to Maintain' (QM). Regulations regarding the award of QM are contained in the Manual of Naval Air Engineering Training (MNAET).

3. All SET2 must have successfully completed SET QC, SET WT, QM Award and a minimum of 12 months' reckonable service before being recommended for advancement to SET1.

4. **Recommendation.** Awarded 'Exceptional', 'High' or 'Yes' recommendation for 'Promotion - 1 Rank Up' on SJAR by final RO. Where an otherwise fully eligible candidate has received an SJAR assessment of 'Insufficient Knowledge' at last report, presentation before the next Board will be determined by the Promotion Section using the previous report recommendation.

5. Ratings selected for promotion to Leading Survival Equipment Technician (LSET) or Petty Officer Survival Equipment Technician (POSET) will be promoted on the CPD if they have successfully completed the LRQC/POQC and LRLC/SRLC respectively prior to this date. Ratings who are unable to complete the relevant professional and/or leadership training by the CPD are to be treated in accordance with Para 6719.

Continued





Notes: (Continued)

6. *Certificate of Competence to Supervise Survival Equipment Maintenance (CCSSEM). Survival Equipment personnel who have passed the LSET Professional Qualifying Course subsequently undergo Workplace Training at a Royal Naval Air Station SE Section. Successful completion of WT culminates in the award of CCSSEM, and regulations regarding this award are contained within the MNAET.*

7. *There are no professional or leadership training requirements for promotion to CPO SET or WO1 SET.*

8. **RNFT (at CPD).** *Ratings are to be in date RNFT or in possession of either a permanent medical exemption as issued by a NSMBOS or temporary exemption (as issued by the Commanding Officer) on the appropriate CPD (or later) (see Para 6716).*

9. **Failure to Complete Professional and/or Leadership Course.** *Refer to Para 6719 for rules on the impact on a rating's promotion if they fail to complete PQC and/or LRLC/SRLC before CPD or within 12 months of CPD as a result of service reasons, non-service reasons (out with control) or non-service reasons (within control).*

10. **Rules Regarding Failure.** *The actions to be taken when SET specialisation ratings fail training or an examination are shown below:*

Table 76-2.

Success	Failure
Phase 1 Training	Back class. Re-examine. Consider branch transfer or Discharge SHORE. In accordance with Para 5748.
SET QC	Back class. Re-examine (see Note 1). Consider branch transfer or Discharge SHORE. In accordance with the MNAET.
SET WT (QM - MNAET)	Repeated failures. Consider branch transfer or Discharge SHORE (Note 2).
Notes: 1. <i>With due regard to SERE course availability and planning constraints, ratings who fail SERE051 or SERE059 may be allowed to continue on to SET WT. Failure of each of these courses is subject to the warnings procedure. The training deficiency must be recorded on the rating's SJAR and include the remedial action required.</i> 2. <i>Ratings subject to the provisions of Note 1 must have passed SERE051 and SERE059 before they can successfully complete SET WT.</i>	
SET 1st CLASS	
Leading SET Qualifying Course LRLC	Not to be promoted. Not to be promoted. Refer to Para 6719.
LEADING HAND SET	
CCSSEM Petty Officer SET Qualifying Course SRLC	Not to be promoted/consider reversion. Not to be promoted. Not to be promoted. Refer to Para 6719.
PETTY OFFICER SET	
CHIEF PETTY OFFICER SET	
WARRANT OFFICER 1 SET	

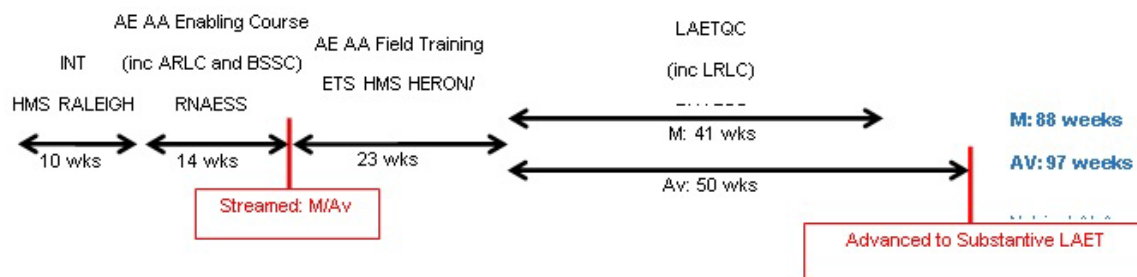
ANNEX 76A

ACCELERATED APPRENTICE (AA) AE SCHEME PIPELINE

INTRODUCTION

1. The aim of the AA AE scheme is to qualify a LAET within two years of entry. Following Initial Naval Training (INT), the AA pipeline consists of 2 bespoke technical training courses. These are principally a compression of Phase 2 for the AET pipeline, covering the same milestones but with a bespoke Task Book during AA AE Field Training at a Typed Air Station. This is followed by LAET Qualifying Course (LAETQC) and Leading Rates' Leadership Course (LRLC) alongside their AET counterparts. Further detail can be found in the Manual of Naval Air Engineering Training.

PIPELINE SCHEMATIC



PIPELINE DESCRIPTION

2. INT

The AA recruits undergo the same training as their AET counterparts and should be treated in the same manner. They join as Probationary LAET (P/LAET).

3. AE AA Enabling Course

AE AA is a compressed version of the AETQC where the AA trainees develop their system knowledge and learn how to operate in the air environment safely. This will also include Able Rates' Leadership Course (ARLC) and Basic Sea Survival Course (BSSC). At the end of this time their trade preference card will be submitted to the AA AE RA who will stream them as Mechanical (M) or Avionic (Av) in consultation with AE BM WO1. AAs cannot be selected for the Fast Track (FT) scheme during this phase.

4. AE AA Field Training

AE AA Field Training provides exposure to a squadron environment and an aircraft type. They will be expected to complete their AA Field Phase Task Book, which is based upon the standard Ph2B AET task book, with some additional CLM elements.

- a. The first 18 weeks is a compressed version of Phase 2b of the AET pipeline which culminates in achieving the Qualified to Sign (QS) and Qualified to Maintain (QM) competences.

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- b. The following 5 weeks are spent undertaking the LAET development section of the Task Book where the focus is understanding the role of a supervisor in addition to other CLM tasks.

5. LAETQC

LAETC is the standard traded course alongside their Select-Train-Promote (S-T-P) counterparts. AAs may be selected for the FT Scheme during this phase.

6. LRLC

LRLC is the standard 3-week course which marks the end of the AA pipeline. Following successful completion, the AA will become GTS and a Substantive LAET and will thus follow either the Select-Train-Promote or FT Scheme pipelines initially working towards their Certificate of Competence to Supervise Aircraft Maintenance.

ANNEX 76B

TERMS OF REFERENCE FOR ACCELERATED APPRENTICE AIR ENGINEERING RECORDING AUTHORITY (AA AE RA)

PREAMBLE

1. To ensure oversight of, and provide continuity to, the AE AA scheme the role of the AA AE RA has been created. This is an additional responsibility to be tagged to a post which is OR7 or higher.

PURPOSES

2. Primary Purpose

To act as a focal point for the stakeholders in the AE AA scheme.

3. Secondary Purpose

- a. To monitor recruitment through liaison with the CNR Accelerated Engineer Coordinator (AEC).
- b. To be a member of the Final Selection Board (FSB) which selects candidates for the AA AE scheme.
- c. Coordinate additional AE resource and advice for CNR to assist and develop recruitment.
- d. The monitoring and recording of the progress of all AE AAs.
- e. Ensuring pipeline scheduling is managed correctly in liaison with the training establishments and the UTS pipeline manager.
- f. Directing and supporting AA activities and requirements to the training schools as required.
- g. Develop AA AE scheme in liaison with AE BM SO1.

ACCOUNTABILITY

4. The AA AE RA is accountable to AE BM SO1.

AUTHORITY

5. The AA AE RA is authorised to represent AE BM SO1 as required on matters relating to the AE AA.

TASKS

6. The principal tasks undertaken by the AA AE RA are as follows:

- a. **Coordinate and Attend the FSB.** The FSB will be convened roughly two months prior to the intake entry date to INT to select the top applicants for the scheme. The board will be convened by the AA AE RA who is to contact AE BM WO1 to provide a board chair. CNR AEC will present the AA applicants to the board.
- b. **Pipeline Coordination.** Before the INT entry date, liaise with the UTS pipeline manager, RNAESS and the TAS ETs to ensure each stage of the AA AE pipeline is correctly scheduled and allocated.
- c. **Co-ordination and Delivery of INT AA Brief.** The delivery of an initial brief to AA candidates within the first three weeks of Phase 1 Training, detailing expectations and requirements over their training pipeline.
- d. **Monitoring and Recording the Progress of all AAs.** The AA AE RA will maintain a record of all individuals' progress towards achieving all training requirements for advancement prior to their Advancement Date. Analysis of candidates' performance should be undertaken to develop future entry requirements for the scheme so this information will can be used to review entry criteria and weightings.
- e. **Trainee Streaming.** Controlling AA streaming during Phase 2a in consultation with AE BM WO1. Following this, ensure the correct number of places is allocated to each LAETQC for the AA AEs.

Signature of AA AE RA

Signature of AE BM SO1
