

CHAPTER 79

WARFARE BRANCH – SUBMARINE SERVICE

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CHAPTER 79

WARFARE BRANCH – SUBMARINE SERVICE

7901. General

This Chapter covers the career regulations for all Warfare Branch submarine specialisations with the exception of Coxswain (Submarine) (Chapter 83). Divisional Officers are to ensure that a copy of this Chapter and Annex is placed in the PDR of every member of the Warfare Specialist specialisations listed at [Para 7902](#).

7902. Specialisations of the Warfare Branch (Submarine)

- a. The following specialisations (and sub-specialisations) exist:

Coxswain (Submarine) - Cox'n (SM) – see Chapter 83
Warfare Specialist (Tactical Submarine) - WS(TSM)
Warfare Specialist (Sensors Submarine) - WS(SSM)

- b. **Specialisation Selection.** Warfare Branch (Submarine) ratings will be selected for the Warfare Specialisation (WS) at the Careers Offices. WS ratings will be streamed either WS(SSM) or WS(TSM) based on the needs of the service. Individuals requesting to transfer specialisation, both within the Warfare Branch and the RN as a whole, will be managed on a case-by-case basis by the Warfare Ratings Branch Manager.

7903. Submarine Warfare Branch Training - Career Progression and Targeted Employment Modules

Career Progression for Warfare Branch Ratings is detailed within [Annex 79A](#). In addition to Career training, individuals may be required to undertake Targeted Employment Modules (TEMs) in accordance with the Unit Establishment List (UEL).

- a. **Training Performance Statements, Workplace Training Task Books and Operational Performance Standard.** On successful completion of PQC's for AB2, LS and PO, a WB rating will have attained the Training Performance Statement (TPS) for the current rate. Individuals will be issued with the appropriate Workplace Training Task Book (WTTB) or a Professional Certification Record (PCR). In the subsequent sea assignment, a rating will be deemed to have achieved Operational Performance Standard (OPS) on successful completion of the core career workplace training section of the relevant WTTB (TPS + workplace training = OPS) for AB/LH and PCR for PO. On achievement of OPS as an AB1, LS and PO, the Warfare Training Co-ordinator is to inform the unit Human Resource (HR) administrator in order for the relevant competencies (see [Annex 79A](#) for details) to be inputted to JPA. When an individual is advanced to AB1, the HR administrator is to ensure a Promotion Authorisation Request (PAR) is signalled to their parent Career Management Cell (CMC), which will authorise the promotion and change the rank on JPA. It is important that achievement of OPS is input to JPA before the PAR date; thus stating that the rating has achieved OPS before attempting to be advanced to AB1. A rating's OPS is defined and owned by the Branch Manager.

b. **Mechanism for Unacceptably Slow Progression.** It is entirely possible that some ratings may not achieve OPS. Within the Warfare Branch there is no scope to employ individuals who cannot or will not progress themselves beyond AB2. It must be realised that AB2s are employed primarily to gain experience and to advance to a higher rate. It follows, therefore, that the ultimate sanction for those who cannot or will not progress beyond AB2 is an application for an administrative discharge on the grounds of un-employability. Within the Submarine warfare specialisations an initial warning is set at 12 months from commencement of their WTTB (unless it has been given earlier, supported by unequivocal statements of non-recommendation for promotion in an Appraisal Report). Warnings will then continue 3-monthly within the Appraisal process for an aggregate total of 18 months under warning, whereupon application for administrative discharge on the grounds of un-employability will be sought.

c. **Targeted Employment Modules.** TEMs are the method by which additional individual skills, as required by UEL position numbers, are delivered. As TEMs are linked to UEL position numbers, the Warfare Department Co-ordinator needs to liaise closely with the Coxswain in order to manage Squad members effectively. Course capacity and scheduling can restrict the timely delivery of TEMs to meet short notice requirements, individuals may, therefore, need to be 'manage-moved' between UEL position numbers up to eight months in advance of assuming a particular role in order to achieve the appropriate TEM in good time. Some TEMs are graded whilst others are Pass/Fail as follows:

(1) **Pass.** Training establishments and units that are responsible for conducting TEM courses are to report successful completion and ensure their HR administrators input the relevant competencies to JPA.

(2) **Failure.** In the event of failure, students are to be back-classed either by course module, where appropriate, or for the entire course. If a student fails an entire TEM course, a written report is to be forwarded by the training unit or establishments (as appropriate) to the individual's parent unit and the receiving submarine. The individual could be considered for discharge SHORE in accordance with Chapter 54 or, in the case of LS, immediately warned formally by the parent unit for reversion in accordance with [Para 7905](#). The need to assign a rating to the next available TEM course may mean that the formal warning period may be less than three months. The Course Booking Cell (CBC), as advised by the submarine's Coxswain, may allocate an individual who has failed a TEM or another member of the submarine's Squad to a place on a later TEM. The Coxswain must assess the manning implications.

(3) **Second Failure.** After a second failure, LH or above will be subject to reversion for unsuitability in accordance with Para 7003. Able Ratings who fail a TEM a second time are not to be employed in any UEL position number that requires that competence and are not to attempt that TEM for another 12 months. The submarine is to assess the individual's employability within the Squad. If deemed unemployable, the matter is to be referred to the Submarine Warfare Ratings Branch Manager.

d. **TEMs.** In addition to WTTB, AB2s, AB1s and LHs attending TEMs will also be issued with the relevant On Job Training in loose leaf for inclusion in their current WTTBs.

e. **Attendance on Next Higher Professional Qualifying Course.** A rating will not be eligible to attend the PQC for a higher rate unless they are in date for the Annual OPS Check in the lower rate, in accordance with [Para 7904](#), and have been selected for promotion by a Board. Taskbook certificates of readiness (BRd 1984) and training plans that capture ratings' preparation are to be handed to the relevant Course Manager on arrival. The PQC and LRLC/SRLC should normally be undertaken as a package. The Selection Signal will be the trigger for the CMCs to load candidates on a PQC and relevant leadership course. It will not be possible to achieve this for every individual immediately but priorities must be amended to achieve commencement of PQC within 12 months of selection. On implementation, it is possible that a surge in applications will exceed available places. The Career Manager's judgement will be necessary to manage pinch-points. Where available, spare PQC training capacity may on occasion be offered to non-selected, suitably recommended volunteers.

f. **Failure to Complete Professional and/or Leadership Course.** Refer to Para 6716 for rules on the impact on a rating's promotion if an individual fails to complete PQC and/or LRLC/SRLC before the CPD or within 12 months of the CPD as a result of service reasons, non-service reasons (outwith control) or non-service reasons (within control). If the LH or PO PQC is refused, Para 6913 will apply. In the event of failure during a LS or PO PQC, Para 6912 will apply.

7904. JPA Recording - Competences, Annual OPS Check, OPT Examinations, RNFT Sea Time and Pay Qualification Points

a. **Recording of Competencies.** Once a Submarine WB rating has successfully completed a PQC, TEM, WTTB and achieved OPS that competence is to be input to JPA by the appropriate unit HR administrator.

b. **Annual OPS Check.** All personnel are expected to remain at OPS while building experience towards promotion. Lead Schools will define and regulate the standards required to pass an Annual OPS Check and will promulgate them to Fleet Units. Guidance on the process of conducting OPS checks is given in BRd 1984 - Warfare Training Regulations.

(1) Maintenance of OPS is to be monitored through an annual OPS Check process co-ordinated by the Warfare Training Co-ordinator who is to ensure that sufficient opportunities are provided for this purpose within the constraints of the manpower planning cycle.

(2) Ratings assigned to positions outside of core warfare disciplines are expected, where possible, to maintain OPS. However, it is recognised that this may not be possible due to location and employment patterns. Therefore all individuals rejoining Front Line Units from shore assignments are to be given an OPS check as soon as practical after arrival; recorded on JPA as: 'CMS|Annual OPS Check AB1|Navy'.

- (3) An Annual OPS Check is not a pre-selection requirement.
 - (4) An Annual OPS Check is a pre-requisite for all Promotion Career Courses and, even though an individual may be in date, an Annual OPS Check must be conducted within 3 months of the Career Course start date for AB-LH and LH-PO.
 - (5) Divisional Officers or Line Managers of ABs and LHs who are serving ashore when selected for the next higher rate are to arrange for an Annual OPS check via the OPT facilities within three months of the individual attending Promotion Career training.
 - (6) OPS qualifications will be checked on attendance of LH and PO Career Course training. Ratings who are not in date for an Annual OPS Check will be returned to Unit.
- c. **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 CPD. See Para 6718 for full details.
- d. **Sea Service.** A minimum of 12 months sea service (not including JR Squad time) is required as a pre-selection requisite for promotion to PO and CPO and is to be recorded on JPA. See Para 6905 for full details.

7905. Appraisal Reports

- a. **Appraisal Reports.** Appraisal reports are required in order to provide selection boards with the detail of an individual's performance and suitability for promotion. Appraisal reports are to be raised annually (30 Nov for all ABs; 31 Jan for all LH). Individuals who cannot maintain OPS, or who receive an unequivocal statement of 'non-recommendation' in a SJAR appraisal, must be given a clear plan of action to remedy the situation. This plan must be summarised in the report. If no clear improvement is forthcoming within 3-6 months, individuals should be issued with a formal Divisional Officer, HOD or Commanding Officer's warning for inadequacy. In cases where a warning has been issued and an individual has not achieved or maintained OPS within the 3-6 month period, the Branch Manager is to be consulted for advice.
- b. **SJAR Recommendation.** If an individual has been awarded a positive recommendation for promotion ('Exceptional', 'High' or 'Yes' recommendation for 'Promotion - 1 Rank Up' pm SJAR by final RO) in the last SJAR and, since that report, has become eligible in all other respects for selection, they will be placed before the Promotion Board. 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. For promotion up to the rate of PO, Streamlined Eligibility Dates (SED) of 31 Mar, 31 Jul and 30 Nov in any year will apply. Ratings may be deemed as 'developing' at the annual reporting stage, but this should not be based solely on not having achieved OPS. The requirement to be in date for Annual OPS check as a pre-selection requirement for promotion to LS and PO has been removed.

7906. Warfare Branch Badges

- a. Specialisation badges are to be shipped on completion of Phase II training.
- b. Stars and Crowns are to be shipped as follows:

| | |
|---------|---------------------------------------|
| 1 Star | On advancement to AB1 (OPS achieved). |
| 2 Stars | On completion of the LS PQC. |
| Crown | On completion of the PO PQC. |

7907. Education for Promotion

A Leading Hand must be educationally qualified to Level 1 Functional Skills and a Petty Officer to Level 2 Functional Skills in English and Mathematics or a suitable equivalent for either or both of these qualifications. See Para 9636 for further information.

7908. Senior Ratings' Refresher Course at RNSMS

A refresher course is mandatory for all CPO WS (SSM) and CPO WS(TSM) ratings to prepare individuals for their first sea going assignment in that rate. The refresher course is also open to all CPO WS(TSM)/(SSM) and PO WS(TSM)/(SSM) ratings prior to future sea assignments. It will be at the discretion of the Career Manager in consultation with the individual if refresher training is required.

7909. Submarine Warfare Specialisation - Promotion Flowcharts

Detailed promotion flows for the Submarine Warfare specialisations are at [Annex 79A](#).

7910. Career on a Page

- a. The purpose of the Warfare (SM) Branch Career on a Page is to provide quick look at possible career progression to enable informed decisions to be made. Timelines are indicative averages and are always subject to change. Master documents should always be consulted to ensure that the latest information is available.
- b. Ratings are advised to liaise with their Reporting Officer regarding any decisions concerning their careers prior to contacting the Branch or Career Manager. Career Managers for Senior Ratings are located at HMS EXCELLENT, West Battery; Junior Ratings Career Managers are located in the Naval Base Career Management Cells (CMCs).
- c. Information pertaining to Ratings training pipeline is contained within the Warfare branch (SM) Career on a Page. Information relating to allowances and benefits available during a career is shown in the Table below.
- d. Ratings seeking promotion to the Officer Corps can do so via the Upper Yardman (UY)¹ or Senior Upper Yardman (SUY)² schemes, details of which may be found in Chapter 50.

1. Ratings must be over the age of 17 and below the age of 30 for Warfare, 35 for Engineers and 32 for LOGS. Candidates are required to have 5 GCSEs grade A-C of non-overlapping subjects including English and Maths.

2. Ratings must be over the age of 26 (30 for Engineers) and have a minimum of 4 years to serve as an officer from the day that officer training commences. Candidates are required to have English and Maths GCSEs to allow papers to be raised and 2 other non-overlapping GCSEs or equivalents prior to final selection board.

- e. **Optional Exit Points.** Ratings in receipt of RRP(SM) may be eligible to submit an Optional Exit Point application which will enable them to leave the service at an earlier point than their current Termination Date without any loss of RRP; full details can be found in Annex 54K.

Table 79-1. Warfare Specialist (SM) Branch Managers, Career Managers and General Information

| Branch Manager WS (COXN/SSM/TSM) | Career Manager WS (Senior Rate) | Career Manager WS (Junior Rate) |
|--|---------------------------------|---------------------------------|
| NAVY PCAP-BM WAR SM SO2 NAVY PCAP-BM WAR SM WO1 | NAVY PCAP-CM OR WAR SMUW | CMC Devonport CMC Faslane |
| Career and Promotion References BRd 3(1): Naval Personnel Management (Part 8) Chapter 79 BRd 4001: Submarine Tactical Management Guide BRd 1984: Warfare Branch Individual Training Guidance (PT II – Submarine Service) | | |
| General Information | | |
| BRd 1900: Submarine Instructions JSP 419: Adventurous Training in the UK Armed Forces JSP 464: Tri-Service Accommodation Regulations (TSARs) (Forces Help to Buy Scheme) JSP 752: Tri-Service Regulations for Expenses and Allowances JSP 754: Tri-Service Regulations for Pay JSP 760: Tri-Service Regulations for Leave and Other Types of Absences JSP 765: MOD Compensation Schemes Statement of Policy JSP 905: Armed Forces Pension Scheme 2015 and Early Departure Payments Scheme 2015 Additional information: www.gov.uk/armed-forces-pension-calculator The Helm (Personnel Support Brief) Officers and Ratings Career Progression Charts www.ticketsfortroops.org.uk www.defencediscountservice.co.uk | | |

Fig 79-1. Warfare Specialist (Sonar) (SM) - Career on a Page

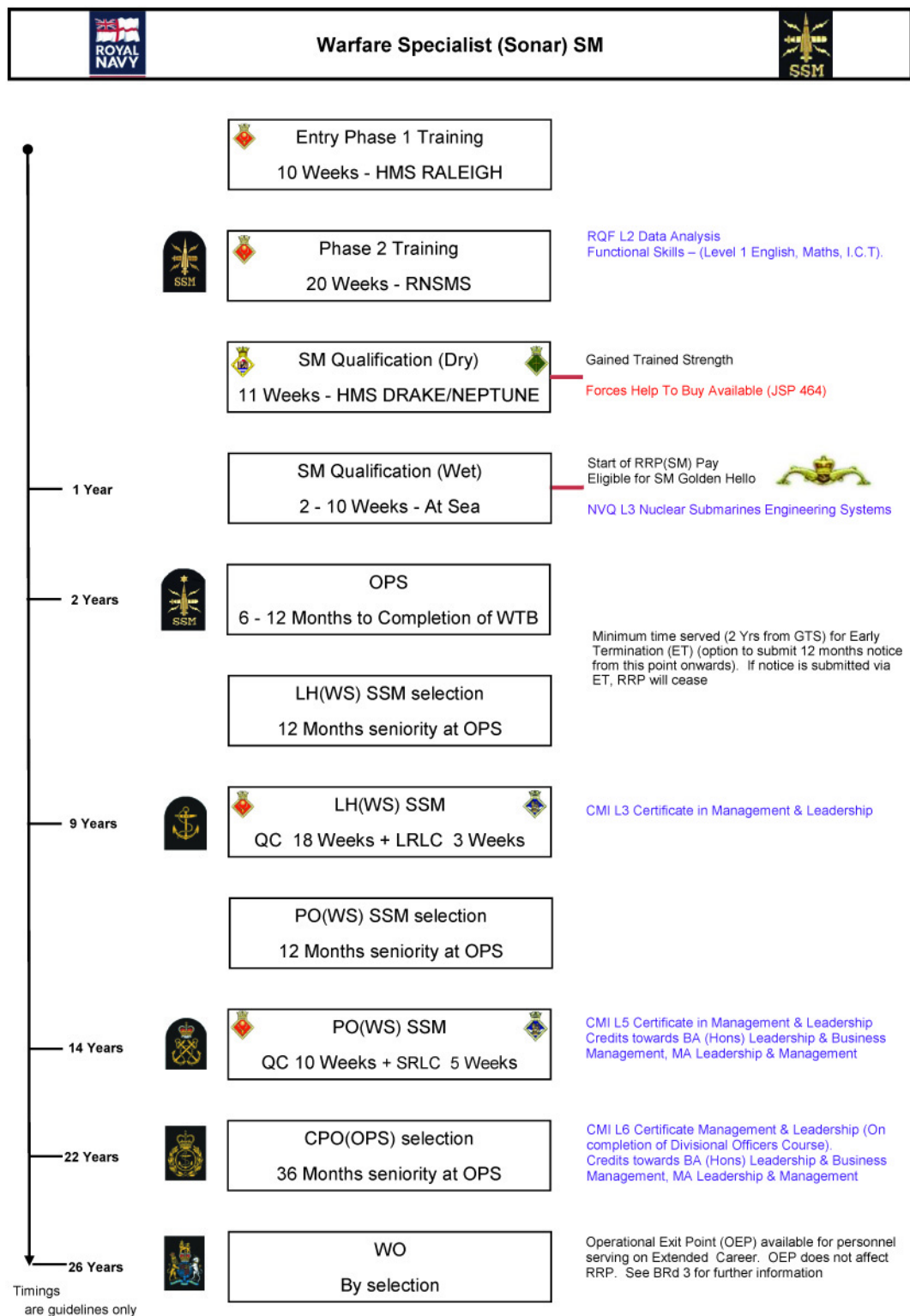
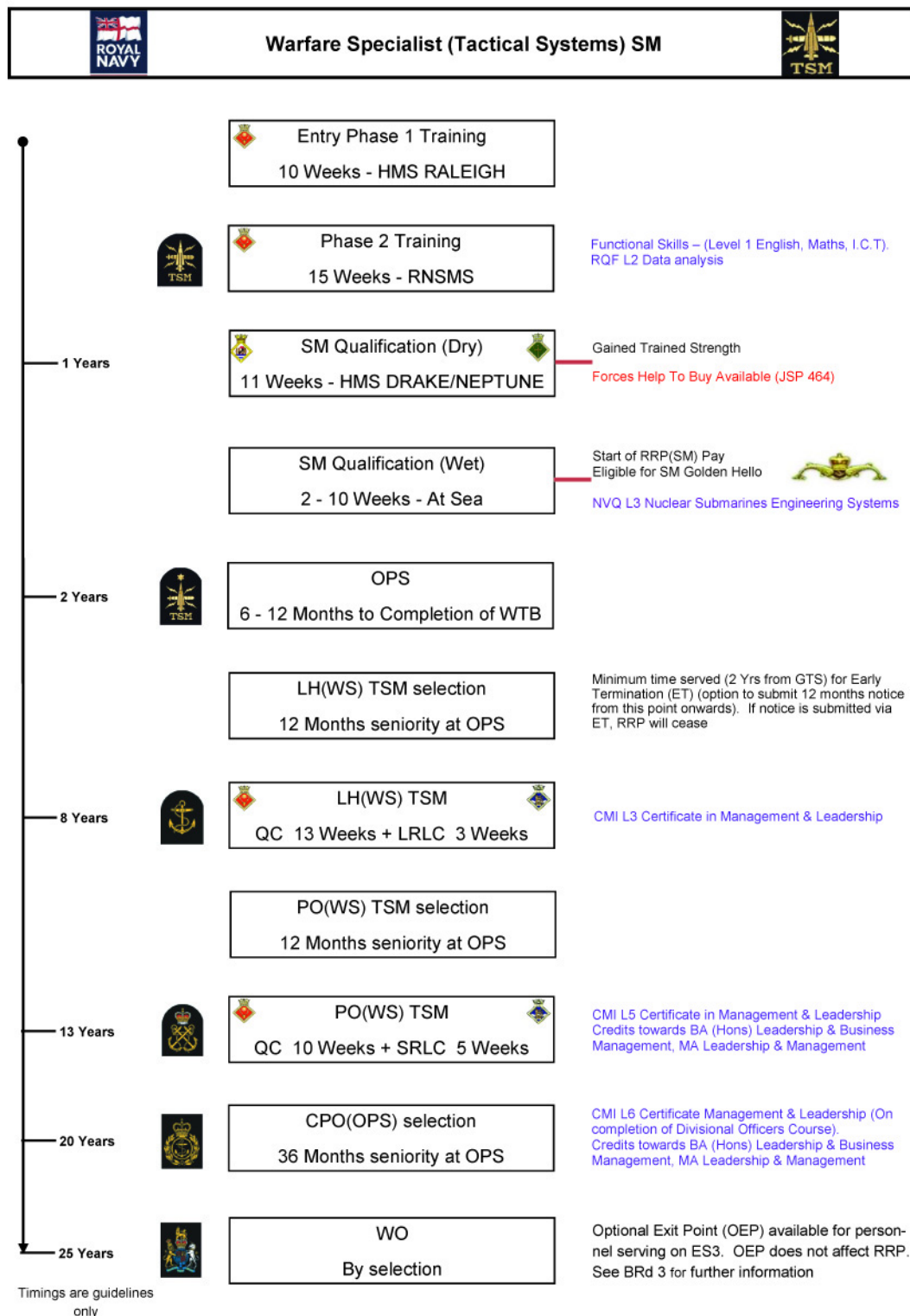


Fig 79-2. Warfare Specialist (Tactical Systems) (SM) - Career on a Page



ANNEX 79A

SUBMARINE SERVICE WARFARE SPECIALIST – PROMOTION FLOWCHART

Entry Qualifications: (Ref Para 0759)

| |
|---------------------------------|
| ABLE SEAMAN WS 2 (TSM) or (SSM) |
|---------------------------------|

Able Seaman 1 – Advancement Criteria

- a. Completed RALEIGH - Phase 1 Training.
- b. Completed RNSMS - AB2 WS PQC in relevant Sub-specialisation.
- c. Completed Phase 2 Training - SMQ(North) or (South) – SMQ(Dry). ([Note 1](#)).
- d. Completed Phase 2 Training - Submarine – SMQ(Wet). ([Note 2](#)).
- e. Continue instruction to achieve FS Level 1 Certificates in Adult Literacy and Numeracy. ([Para 7907](#)).
- f. Assigned to sea position.
- g. Completed WTTB achieved OPS as AB WS (TSM) or (SSM), authorised by Warfare HOD. OPS is to be recorded under:
 'Professional|OPS for AB1 WS(TSM)|Navy|'
 'Professional|OPS for AB1 WS(SSM)|Navy|'
 (Para 7903 [sub para a](#) and [sub para b](#))
- h. In date for RNFT or waiver obtained on date due advancement, recorded under JPA competence 'CMS|Fitness Test|Navy'.
- i. At least 6 months since last Career Check (if any) on date due advancement.
- j. SSM ratings to complete narrowband TEM. ([Note 3](#)).
- k. Awarded AB1 Badge (single star). Promotion Authorisation Request (PAR) signalled to WMO parent Career Management Cell (CMC). (Para 7903 [sub para a](#)).

| |
|--|
| Advanced to ABLE SEAMAN 1 WS (TSM) or (SSM) |
|--|

Leading Hand – Pre-Selection Requirements

- a. Serving on ES1/FC/OE1 that expires after the nominated CPD (Para 6703 b sub para (7)).
- b. Recommended for promotion on Appraisal Report on CRD ([Para 7905](#)).

Leading Hand – Pre-Promotion Requirements

- c. Educationally qualified for promotion (EFP) in accordance with Para 9636. Achieved minimum NAMET 5:5 or Level 1 FS (or equivalent) in English and Mathematics and recorded on JPA with the appropriate competences.
- d. LRLC completed and recorded as JPA competence 'Miscellaneous|Leading Rates Leadership Course (RNLA 102)|Navy|'.
- e. Passed LH PQC by nominated CPD+12 months (awarded 2-star specialisation badge TSM or SSM) (Para 7903 [sub para e](#) and [sub para f](#)).
- f. At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).

BRd 3(1)

- g. In date RNFT or waiver obtained at CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'.

| |
|---|
| Promoted to LEADING HAND WS(TSM) or (SSM) |
|---|

Petty Officer – Pre-Selection Requirements

- a. Completed LH WTTB in relevant Sub-Specialisation. Achieved OPS; to be recorded under:
 'Professional|OPS for LH(WS)(TSM) QQ40|Navy|'
 'Professional|OPS for LH(WS)(SSM) QQ40|Navy|'
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the CPD.
- c. Recommended for promotion on Appraisal Report on CRD ([Para 7905](#)).

Petty Officer – Pre-Promotion Requirements

- d. 12 months' sea service (excluding Squad time ashore where applicable) as a LH at the CPD. Recorded as JPA competence 'CMS|12 Months Sea Time LH|Navy|'. (Para 7904 [sub para d](#)).
- e. SRLC completed by CPD and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'. (Para 7903 [sub para e](#) and [sub para f](#)).
- f. Passed sub-specialisation PO PQC by nominated CPD+12 months (awarded PO specialisation badge (Crown)) (Para 7903 [sub para e](#) and [sub para f](#)).
- g. At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).
- h. EFP in accordance with Para 9636. Achieved minimum Level 2 FS (or equivalent) in English and Mathematics and appropriate competences recorded on JPA.
- i. In date RNFT or waiver obtained at CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'.

| |
|--|
| Promoted to PETTY OFFICER WS(TSM) or (SSM) |
|--|

Chief Petty Officer – Pre-Selection Requirements

- a. Achieved OPS as a PO recorded as JPA competence:
 'Professional|OPS for PO (WS)(TSM)|Navy|'
 'Professional|OPS for PO (WS)(SSM)|Navy|' ([Note 4](#))
- b. Minimum of 3 years' seniority as a PO 12 months prior to the CPD (Para 6703 b sub para (3)).
- c. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the CPD.
- d. SRLC completed and recorded as JPA competence 'Miscellaneous|Senior Rates Leadership Course (RNLA 103)|Navy|'.
- e. Recommended for promotion on Appraisal Report at CRD.

Chief Petty Officer – Pre-Promotion Requirements

- f. 12 months' sea service as a PO. Recorded as JPA competence 'CMS|12 Months Sea Time PO|Navy|' (Para 7904 [sub para d](#)).
- g. In date RNFT or waiver obtained at CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'.
- h. At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).

| |
|--|
| Promoted to CHIEF PETTY OFFICER WS(TSM) or (SSM) |
|--|

Warrant Officer 1 – Pre-Selection Requirements

- a. Minimum of 3 years' seniority as a CPO 12 months prior to the CPD.
- b. Serving on ES2/FC/OE1 or ES3/EC/2OE that expires after the CPD.
- c. EFP in accordance with Para 9636. Must have achieved minimum Level 2 FS (or equivalent) in English and Mathematics and the appropriate competences recorded on JPA.
- d. Recommended for promotion on Appraisal Report at CRD. ([Para 7905](#)).

Warrant Officer 1 – Pre-Promotion Requirements

- e. In date RNFT or waiver obtained at CPD (or when eligible for promotion (if later)); recorded as JPA competence 'CMS|Fitness Test|Navy|'.
- f. At least 6 months since last Career Check (if any) on CPD or date due promotion (if later).
- g. Satisfy terms of Authorisation Order issued by Promotion Authority.

| |
|---|
| Promoted to WARRANT OFFICER 1 |
|---|

| | |
|--|--|
| | <p>Notes:</p> <ol style="list-style-type: none"> 1. <i>GTS point - Untrained Strength flag changed to NO on completion.</i> 2. <i>Qual SM point - Marks completion of training point.</i> 3. <i>A SSM rating cannot be awarded the 1 star AB badge or a PAR raised until the Narrowband TEM has been completed.</i> 4. Professional Certification Record. <i>On completion of PO PQC, individuals will be issued a Professional Certification Record. This record is to be completed within 12 months of joining first sea going Unit as a PO. Once completed, an individual has achieved OPS and can be awarded the competence.</i> |
|--|--|