

CHAPTER 78

WARFARE BRANCH – DIVER (GENERAL SERVICE)

POINT OF CONTACT - PART 8

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CHAPTER 78

WARFARE BRANCH – DIVER (GENERAL SERVICE)

7801. Diver Specialisation – General

- a. This Chapter covers the specific career regulations for General Service Warfare Branch Divers. Divisional Officers are to ensure that a copy of [Chapter 78](#), along with [Annex 78A](#) to this Chapter, is placed in the PDR of every Diver Specialist in their Division.
- b. For the Diver Promotion Flowchart, see [Annex 78A](#).

7802. Direct Entry into the Diver Specialisation

- a. In order to commence training, the following eligibility criteria apply:
 - (1) Be aged 18-37.
 - (2) Be recommended by Careers staff.
 - (3) Must attend and pass the Potential Divers Assessment (Civilian) (PDA (Civilian)) at the Defence Diving School (DDS)
 - (4) Must pass the Diver's Physical Fitness Test (DPFT).
- b. All candidates must complete a diving medical in accordance with the Diver specialisation requirements contained in BR 1750A (Handbook of Naval Medical Standards).
- c. After successful completion of Phase 1 training at HMS RALEIGH, candidates will undertake the Phase 2 AB(D)2 Professional Qualifying Course (PQC). Promotion will be in accordance with [Annex 78A](#).

7803. Branch Transfer Entry into the Diver Specialisation

- a. Branch transfer entry will complement direct entry to the Diver specialisation.
- b. Volunteers to transfer to the Diver specialisation (formally Clearance Diver) will be considered from ratings of any branch or specialisation and must satisfy the following eligibility criteria:
 - (1) Be an Able Rating (AB) who has achieved Operational Performance Statement (OPS) as an AB1 on the date of application, or a Leading Hand.
 - (2) Passed the Diver's Physical Fitness Test in accordance with BR 2806 (The Military Diving Manual).
 - (3) Attended a Potential Divers Assessment (PDA) at the DDS - the PDA has a life of two years after which it must be retaken if not completing the AB(D)2 course.

(4) Have at least three years to serve on completion of the Able Seaman (Diver)2 (AB(D)2) course before their 37th birthday.

(5) Be in MEDCAT MFD A4/L1/M1/E1 and meets the required medical standards for the Diver specialisation in accordance with BR 1750A (must be renewed annually).

(6) Be recommended by their Commanding Officer for the Diver specialisation.

c. When a candidate has been recommended for the Diver specialisation, an application should be made to the Navy Command/Commodore Naval Personnel Strategy (CNPS), for the attention of NAVY PERS-PPLAN SWPR WO1, for manning clearance to change branch/specialisation in accordance with current regulations. Manning clearance, if granted, will be valid for two years. The applicant will then be allocated a place on a PDA course.

d. If, for any reason, a rating is no longer considered suitable for branch/specialisation transfer their application is to be withdrawn. The rating is to be informed of the reason for withdrawal and, if appropriate, whether a new application may be made. Withdrawal must be notified to the Navy Command/Commodore Naval Personnel (CNPers) and the Commanding Officer DDS. If still recommended by their Commanding Officer, a rating may re-apply for branch/specialisation transfer no earlier than six months from the date of withdrawal. The rating will not be required to repeat the Aptitude Test if within the two-year validity period.

e. Ratings will remain in their present specialisation until successful completion of the Diver course. Ratings who fail the course will return to their existing specialisation. If a rating, accepted for transfer to the Diver specialisation, is selected for promotion in their source specialisation, they may take the requisite professional and leadership courses and therefore obtain promotion up until the day the Diver training is completed providing neither of these courses interferes with their Diver PQC. However, if on the day of the latter, they have not obtained the qualifications needed for promotion, they will forfeit the selection. If a rating opts to leave the AB(D) course or fails it, the facts are to be reported to the Source Branch Manager for a decision about the rating's future promotion opportunities in their source specialisation.

f. Ratings of the SEA/MW/HM(H) specialisations who attain the rate of acting or confirmed LS(SEA/MW/HM(H)) before transfer (and ABs who have completed Seamanship OJT TB/Pre-Promotion TB and passed the Seamanship WPE, but have yet to be selected for LS), will not be required to re-complete Seamanship Pre-Promotion TB or the Seamanship WPE when re-advancing to or selected for promotion for LH in the Diving specialisation. Transferees who fall into this category will be required to complete the AB(D)-LS(D) Diving TB. Seamanship qualifications will be reflected as previously passed.

7804. Warfare Branch Training - Career Progress, Targeted Employment Modules and Written Professional (Qualifying) Examinations

Career Progression for ratings in the Diver specialisation are detailed within the Annex. In addition to Career training, individuals will be required to undertake Targeted Employment Modules (TEMs) in accordance with the Unit Establishment List (UEL).

a. **Training Performance Statements, On Job Training Task Books and Operational Performance Standard.** On successful completion of PQC's for AB2, LS and PO, a Diver rating will have attained the Training Performance Statement (TPS) for the current rate. Individuals will be issued with the appropriate OJT Task Book (TB) 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 OJT section of the relevant TB (TPS+OJT=OPS) for AB/LS and PCR for PO. On achievement of OPS as an AB1, LS and PO, the Warfare Training Co-ordinator must inform the unit Human Resource (HR) administrator so that the relevant competencies (see Annex for details) are input 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) who 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 primarily employed to gain experience and to advance to a higher rate. It therefore follows that the ultimate sanction for those who cannot or will not progress beyond AB2 is the application for an administrative discharge on the grounds of un-employability. Within the WS and CIS specialisations an initial warning is set at 12 months, whilst SEA, MW and HM is set at 18 months from the end of Phase II Training (unless it has been given earlier supported with 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.** These 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 Training Department Co-ordinator must liaise closely with the Ship's Coxswain in order to manage Squad members effectively. MWS course capacity and scheduling can restrict the timely delivery of TEMs to meet short notice requirements, therefore, individuals may need to be "assigned" 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:

- (1) *Pass.* Training establishments and units that are responsible for conducting TEM courses are to report successful completion and ensure their Human Resource (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 MWS units and establishments (as appropriate) to the individual's parent unit and the receiving ship. 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 7005](#). 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 Ship's Coxswain, may allocate an individual who has failed a TEM or another member of the ship's Squad to a place on a later TEM. The Ship's Coxswain must assess the manning implications.

(3) *Second Failure.* After a second failure, LS or above will be subject to reversion for unsuitability. 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 ship is to assess the individual's employability within the Squad. If deemed unemployable, the matter is to be referred to the Diver Ratings Branch Manager. |

d. **TEMs OJT requirements.** In addition to OJT TB, AB2s, AB1s and LHs attending TEMs will also be issued with the relevant OJT in loose leaf format for inclusion in their current TBs.

e. **Written Provisional Examination/Written Professional Qualifying Examination.** ABs of the Diver specialisation must pass a Seamanship Written Provisional Exam (WPE) which is managed by the MWS Seamanship Training Unit (STU). The WPE only needs to be passed once, whereas the OPS Check requires annual re-validation. The WPE is a pre-selection requirement for AB to LS.

7805. JPA Recording - Competences, Annual OPS Check, RNFT, Sea Time and Pay Qualification Points |

a. **Recording of Competencies.** Once a WB rating has successfully completed a PQC, TEM, core career OJT TB and achieved OPS or a Written Provisional Examination (WPE) 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 up experience towards promotion. 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. Ratings assigned to positions outside of core diving 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 Diving Units from non-diving assignments are to be given an OPS check as soon as practical after arrival. Whilst not a pre-selection requirement, being 'in date' for annual OPS is a pre-requisite for all Promotion Career Courses for AB-LS and LS-PO and for promotion to the next higher rank at Common Promotion Date. Divisional Officers and 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 MWS DDS prior to the individual attending Promotion Career training. OPS qualifications will be checked on attendance of LH and PO Career Course training. Ratings that are not in date for OPS will be returned to Unit. MWS DDS and MWS (STU) will define and regulate the standards required to pass an OPS Check and will promulgate them to Fleet Units. Guidance on the process of conducting OPS checks is given in BR 1984 - Warfare Training Regulations.

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 appropriate SED/CRD and CPD. See [Para 6720](#) for full details.

d. **Sea Service.** A minimum period of sea service is required as a pre-selection requisite for promotion to PO and CPO and is to be recorded on JPA (See Annexes for individual specialisation minimum sea time requirements). [Para 6905](#) defines criteria for award of sea service.

e. **Pay Qualification and Accelerated Incremental Pay Points.**

(1) Qualification Points (QPs) have been set against certain competencies for the Diver Specialisation. Until a rating achieves the competency set against a QP, their Yearly Incremental Progression will be automatically suspended within JPA. The progression will only re-commence when the competency has been achieved and awarded. The flow diagrams at the annexes list QPs against the various requirements. Full details of QPs can be found in JSP 754 Chapter 3 Section 4.

(2) Accelerated Incremental Pay Points (AIP). In order to reward achievement of milestones the following AIP are available:

(a) On achieving OPS as AB(D)1 - 12 months' AIP.

(b) On completion of PO PQC banked until being rated PO - 12 months' AIP.

(c) On achieving Level 5 NVQ Diploma in Management (PO to WO1) - 12 months' AIP.

Individuals are restricted to a total award of two 12-month AIP awards within a career. Full details on requesting the award of AIPs can be found in JSP 754 Chapter 3 Section 6.

7806. 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 9640](#) for further information.