

ER

Spring 2023 £Free

E a s y R e s e t t l e m e n t

magazine



CNET TRAINING

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From October this year, all those affected by the AFPS15 Remedy (McCloud) will be faced with making complex choices about their pension entitlement. This will involve complicated calculations, the details of which the Government is still working through. Right now, this is the position.

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Eligible members who have already left, or will leave between 1st April 2015 and 1st October 2023 with a pension payment or EDP, and eligible dependants, will be contacted by Veterans UK within 18 months from 1st October with details of remedy options.

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BE PART OF THE HEART OF THE RAF FAMILY

For over 100 years, those who serve in the Royal Air Force have been ready to protect us and those we cherish. But who will protect them and their families, in their hour of need?



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A MARINE VETERAN'S MISSION TO SUPPORT THE ROYAL MARINES CHARITY

Royal Marines veteran, Craig Hunter, is attempting to climb Mount Everest to raise £8,848 for The Royal Marines Charity.



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You may be considering joining a franchise as your next career move, which is great. The British Franchise Association are on hand to help you prepare to ask the right questions and make the right choice for you.



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Welcome...



Easy Resettlement's sole aim is to help service personnel with their resettlement process, as well as assisting veterans wishing to find future roles of employment if they have not already done so.

This has mainly been possible thanks to the companies we regularly work with, many of those having already signed the armed forces covenant, particularly those that have also achieved their ERS award status. These are companies that have recognised and embraced the transferable skills that service leavers and veterans bring to their companies.

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If you would like to share anything with any of our team please email James@easyresettlement.co.uk

KIND REGARDS
THE EDITOR

Welcome to the Spring 2023 issue of Easy Resettlement magazine...

In this issue we feature a variety of companies that are offering recruitment opportunities for service leavers and veterans, as well as numerous resettlement training providers and franchising opportunities.

In addition to that we feature information regarding your enhanced learning credits, also referred to as ELC funding. This can be found in the last few pages of each issue.

You will also find information from the (CTP) Career Transition Partnership whose events we attend, which enables us to speak to our readers and find out about your resettlement process and answer any questions you may have.

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THE DEMAND FOR TUTORING IS RISING

The Global Private Tutoring market is projected to reach \$200 billion by 2026, this is no surprise as we see more and more parents turn to tutoring to supplement their kids' education.



Iraq 20

Thoughts of family as invasion loomed

Home.

For a member of the Royal Navy, Army, or Royal Air Force, or any nation's armed forces, home, when deployed overseas, is often in their thoughts, all the more so during a time of war.

It is also a recurring theme in works of fiction, from songs exhorting family to "keep the home fires burning" to the wistful notion that "I'll be home for Christmas", and most recently in the film Dunkirk.

In a scene heavy with poignancy, an RN Commander is asked what he has just seen through binoculars. It is the armada of Little Ships, but he does not give detail; he simply replies "Home".

Think of home, and think of family. Virtually every serviceman or servicewoman is leaving someone behind when they deploy. At the back of their minds, evidenced by the last letter home – the one to be read after death – is the risk that they might never see their families again.

The March 2003 – yes, 20 years ago – invasion of Iraq by a coalition was the last major conflict that UK Armed Forces took part in. This article is not and cannot be about the rights and wrongs of the invasion and ensuing war – that is up to historians and politicians – nor can or should it be about every family affected, be they British or Commonwealth or Iraqi.

It is, however, about people of three families who took part in Op TELIC, the codename for the UK's military operations during the invasion and aftermath.

Each of those has a strong link to SSAFA, the Armed Forces charity, be they a fundraiser and staunch advocate for SSAFA, a trustee, or its CEO and his wife.



Jason Perry joined the Household Cavalry in 1997. As a driver, he was one of the first to know Britain was going to invade Iraq – a war he would later be part of.

Early on in his career, Jason served operationally in Bosnia. He was then posted to Combermere

Barracks in Windsor. His main role was as the Commanding Officer's driver. It In that role he was one of the first to hear that Britain would be entering Iraq.

Jason says: "In civilian terms I was similar to a PA. In day-to-day barracks work, I would pick him up, take him to and from wherever he needed to go, working with his secretary to coordinate everything."

"One day when driving the CO, he took a phone call and was told, 'We're getting D squadron ready to deploy.'"

"I'd been watching the news and knew that things were escalating. In that moment, it was confirmed."

Jason was not involved in the initial operations, but was deployed a year later.

"I deployed on operation Telic 4. We were there to stabilise the country and support the local people."

"To begin with, it was fairly benign, but problems were

brewing in areas of the north of the country, like Baghdad, where the American troops were leading operations."

On patrols, Jason was ambushed and shot at. He describes one incident and the aftermath:

"Returning late at night, we were ambushed. I remember my commander telling me to put my foot down, and I had top cover putting some rounds down, and we got out of the area. The firing stopped and luckily no one was hit."

"When we got back to camp, I looked at the side of the Land Rover. There were bullet holes through the side and in my seat, millimetres from where I had been sat."

"I didn't want to call my mum or my parents and scare them, so I called my brother, and I told him what happened. I just needed to speak to someone."

His tour on TELIC 4 ended after seven months, though his career in the Army spanned 22 years. Jason said that one of the things that has stuck with him are the goodbyes he made before he left for Iraq.

"When we were deployed, we were told 'hopefully things won't happen to us', but in case you didn't come home you were urged to write a letter – a final goodbye."

"I was 22. It was my death letter, and it was weird to put that pen to paper."



Twenty years ago, Kirsty Bushell, now National Vice-Chair of SSAFA, was serving in the RAF as news came through about Britain's plans to go to war. She was the Officer in Command of Station Services Squadron for the Hercules Force at its main operating base RAF Lyneham.

Kirsty begins, saying: "We knew as the news broke that we'd be heavily involved in deploying people to Iraq as well as taking on air operations."

"I was pregnant with my first child, so I knew I wouldn't be 'going forward'. My role was to oversee the support teams here

to provide 24-hour operation of the airbase from keeping a safe runway to looking after the families of those deployed."

One of Kirsty's roles was to ensure the welfare of the families of those serving. She was responsible for helping them cope with the uncertainty of war, and crucially to make sure those who were deployed felt secure that their families were being looked after.

"For me, the families were a huge priority. When I was more junior, I was less aware about the impact on the families, but during the invasion, I was very conscious of how those who were left behind were feeling."

"They were an integral part of the effort, and it was important operationally to look after the community so that those who were deployed could focus on their roles without having to worry about what was happening at home."

Kirsty notes that there were very large numbers of people living on the base, but there were also many who were not easy to connect with because they lived away, or because serving personnel were single or divorced.

"We tried to be there for everyone affected in the community," she says, adding "When people go away, you

don't know how long for or when they're coming back. The tension and emotional energy stay with you the whole time, but these families had to keep life running as normal, to hold down jobs and look after children. That's a lot of the challenge for people."

For families, says Kirsty, evenings and weekends were long and tough.

"But with volunteer organisations like SSAFA and staff we would organise events to bring people together, inform them and support them – and often distract them."

"With around 700 people from the base deployed, we had a big job on our hands to help those who needed us. Partners, children, mothers, fathers, siblings... They needed to be seen and understood."

"We send highly trained people off to war, but it's the families left behind that we need to make sure that we look after. That's why organisations like SSAFA are so important."

Kirsty's experience of that time has driven much of her decision making ever since.

"The Iraq War, and my experience of it, shaped me as a person and had a real effect on what I went on to do, especially with SSAFA."



Letters to and from home play a big part in the memories of SSAFA's CEO Lieutenant General Sir Andrew Gregory and his wife, Sally, Lady Gregory.

Sir Andrew was a Brigadier and Deputy Commander of the British division that entered the country in 2003.

Lady Gregory begins: "We were out in Germany at the time and, because of his rank we were in a large house 15km from everyone else."

"In the run up to the invasion Andrew was away from just after Christmas [2002]."

"Our sons were back at boarding school in England, and with Andrew in Iraq, I was really lonely. Everybody else there had children of primary school age so there weren't many kindred spirits. In the end I took the decision to come back to England; I thought 'I want to be near the boys so that I can support them'."

"There was so little in the way of communication, no mobile phones at that time. I think we

wrote to each other every day and I've kept every letter."

"They [his letters] were fascinating and explained what he was worrying about; he worried that he did his job right, and at the same time he wanted to be challenged professionally. That's what he was trained to do."

However, about a week before the invasion happened, all the letters Lady Gregory had written to her husband were returned.

She says: "They had all been told to destroy or post their personal correspondence home, so I thought 'Oh God; here we go'..."

"That was the wakeup call that things were going to start kicking off."

Lady Gregory adds that one of the worst elements pre-deployment is the prospect of them going, and notes: "Then once they have gone, you have to get on with your life. There is no other way about it, you just hope," she pauses, "... you just hope don't get the knock

on the door. You can't dwell on that; you can't live your life like that."

Returning to communication and keeping a family together, Lady Gregory says: "On the odd occasion when I did get a phone call [from Andrew] I tended to offload, if you're talking to somebody you go into overdrive trying to get your woes off your chest whereas if you're writing a letter, you're a bit more reflective rather than blurring it all out"

"I think letters were much more satisfactory than the odd phone call, perhaps if you speak every day, it's a bit more normal, but if you only speak once every six or seven weeks there is almost too much pressure to be positive. Trying to keep the family together is hard work on your own."

But with a departure, there is a return to family and home, and as Lady Gregory reflects: "When they come home, it's a whole different readjustment stage."

"They used to just come home after they had been away on operations, but now they also go back to work for a couple of weeks to sort things out."

"I think when the children are younger, it's much harder when [the deployed person] comes home. You've been doing everything for the little ones, and there are the pressures of overexcitement of very small children. "Our boys were a bit older; it was nice to have Andrew home and be a family again."

In March 2002, Sir Andrew Gregory was appointed Commander Royal Artillery within 1st (United Kingdom) Armoured Division. As the year progressed, the situation regarding Iraq deteriorated and the possibility of Britain going to war increased.

"It is not for me, as a soldier," begins Sir Andrew, "to judge the rights and wrongs of political decisions, providing I believe the orders we are receiving are legal, and I had no reason to doubt their legitimacy."

"My job then is to effect those orders as professionally and efficiently as possible, minimising casualties on all sides and ensuring that the least damage to civilian infrastructure occurred in the process of military operations."

"I can look anybody in the eye, especially those I was responsible for in 2003 and those I have worked with since, both in my subsequent military jobs and now with SSAFA, who have been badly affected by their experiences – and their families – and say, 'We did that.'"

Sir Andrew describes war as "an ugly business" and explains: "I worked with the divisional lawyer and together we developed an

operational plan that ensured minimal destruction. Procedures were followed and the targeting process worked well."

Back in the UK, British military families were deeply affected by the decision to go to war, and as detailed above, Sir Andrew's own wife was one of them.

"Military deployments are easier for the person in theatre because they're absolutely focused on their job, they've got a single task, they've got structure around them and you don't really think that much about the risks, I know I didn't."

"It's much more difficult for the families left behind and it gets more difficult for those personnel who have done multiple tours. The news is delayed, or intermittent, their family don't know what's going on but rather are worrying whilst trying to run their lives, waiting for the dreaded knock on the door to tell them something's happened."

"That is unbelievably stressful. "For me, there was sense of professional excitement and wanting to do my job as well as I could. For my wife Sally and all the other families, there was the worry, compounded to a degree by the threat of chemical weapons."

Twenty years after coalition forces invaded Iraq, SSAFA is appealing to the British public for renewed support for the service men and women and their families who carried out their duty – often with significant consequences.

"With the war in Iraq, we can debate all these grand issues – about the rights and wrongs. Do I think, knowing what I do now, that we should have gone to war? No, but it's easy to be wise in hindsight."

"But ultimately, what I do know is we depended and will always depend on ordinary men and women being put into extraordinary circumstances, behaving in a manner where they uphold the values of their service."

"While the conflict was 20 years ago, the needs of some of these veterans and their families will endure into the future, even when they're not at the forefront of the nation's thoughts."

"The most difficult thing for many of them is to ask for help; they are too proud to do so, but SSAFA is there for them, as we have been for the last 138 years."

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To register, please follow the below link.
Presentation pre-register MOD - Mark Samson (jotform.com)



The importance of Professional Registration in the Armed Forces

By incoming IET President, Air Marshal Sir Julian Young
KBE CB FREng CEng FIET

Professional Registration is increasingly important in the Armed Forces and plays a significant part in creating a competent and skilled work force across the UK. Qualifications and associated Continued Professional Development should help bridge the gap between military and civilian trades. Although simply being registered doesn't guarantee ex-military engineers a job, it could level the playing field and get someone an interview.

After a 40-year career in the Royal Air Force (RAF), I've always supported people developing themselves further through additional qualifications. The route often is through distance learning, which is hard work in a busy job. However, when you're dipping into academia and then back into the workplace, the first time you answer a question or write an essay, you are better in your role because you are instantly applying that new knowledge and thinking.

I led the team with the MOD and HM Treasury that helped the roll out of the Defence Engineer Registration Scheme (DERS) across different branches within the Armed Forces; the scheme demonstrates clear value in people. The streamlined application process is excellent, and the Professional Engineering Institutions (PEIs) that step forward and take on the work to translate military skills and experience into qualifications will benefit greatly from doing so. I'm proud to be a member of the IET, because when I started campaigning on professionalisation within the RAF some 15 years ago, it was the first PEI to offer a streamlined route to Chartered Engineer (CEng). The IET for me was the RAF's PEI of choice. Anything that can help streamline both the route of people into a PEI and the payment of fees is a positive.

As well as the DERS agreements, the IET is working hard to implement Central Payment Schemes in the Armed Forces. Having been successful with the RAF, with over 1,000 members Professionally Registered, we should be looking to roll Central Payment Schemes out for the other Services as widely as we can, including more companies in industry that already have had a lot of success with it. The IET welcomes engineers and technicians from all backgrounds; if you care about engineering in any or multiple sectors, the IET can be your professional home and has a unique position to fill. We need to be engaging with seniors and Fellows in all engineering organisations to promote the value in their people being Professionally Registered.

I'm looking forward to my term as IET President (2021-2022) and follow in the successful steps of all past Presidents. My specific area of focus will be to champion technicians and seek to facilitate the continued growth in their membership. I believe the majority of the 'missing 3 million' mentioned in Professor Uff's 2017 review of our engineering profession are technicians. We need to understand better what technicians are, what it means to be a technician and then offer them more through membership of the IET.



Find out more about professional registration schemes here:

theiet.org/armedforces-registration

To help make the transition back to civilian life as pain-free as possible, we also offer a range of membership benefits.

Find out more here:

theiet.org/service-leavers-support

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“BEST EVER MEMORIES ARE WITH LIFELONG FRIENDS OUT IN THE FIELD INSPIRING THE CADETS. BUT HAVING A DAMN GOOD TIME OURSELVES.”

The COVID-19 pandemic has caused disruption around the world, but for many people it has provided the chance to reflect, evaluate and embark on new challenges and adventures. Read on to find out how you can make a difference with the Army Cadets.

Over the last two years increasing numbers of young people have replaced outdoor activity and adventure with computer games and technology. As we emerge from the pandemic, the Army Cadet Force (ACF) aims to change that by giving young people - from all walks of life - access to fun, friendship, action and adventure. With 39,000 cadets and over 9,000 adults in more than 1,600 locations, the ACF is making a big impact on people and communities all around the UK.

Adult volunteers play a vital role in the Army Cadet Force – acting as role models for the cadets and teaching young people all sorts of skills from fieldcraft, skill at arms and adventurous training through to music and first aid. As well as the satisfaction of seeing young people achieve what they never thought possible, volunteers also have the opportunity to learn new skills, gain qualifications and make new friends. Army Cadet Force volunteers come from all sorts of backgrounds and those with military experience excel in helping to deliver the broad range of adventurous and military themed activities the cadets love. Philip Kendrick was in the Royal Engineers for 18 years (five years at 33 Explosive Ordnance Disposal Regiment, five years as a Combat Engineer and eight years as an Armoured Engineer) and served on Operations in Iraq, as well as

on Exercises in Kenya, Cyprus, Belize, Canada and Germany. Before joining the army Philip was a cadet with the ACF. When he was medically discharged from the army, due to a severe neck injury, he decided to put his experiences to good use: “I always said when I leave the army I will go back as an adult volunteer to help if I can in any way to give something back”. As well as working fulltime as a Deputy Production Supervisor and Weighbridge Administrator,

Philip is a volunteer Sergeant Instructor with Bovington Detachment, Dorset ACF. He joined in 2015 and is enjoying every minute: “It’s important to have fun and we do. I get the chance to experience new challenges, new adventures and meet new people every time I go away or on a course. I have made some amazing friends who will be friends for life. I am a happy, outgoing person normally, but am at my peak when I do anything with the ACF” he says. Philip’s ACF training and experience has also benefitted his career prospects - helping him to secure job interviews and giving him practical examples of coaching and mentoring skills to talk about with recruiters. He is now in the process of signing up for the City and Guilds Level 4 Award in Leadership and Management, through the ACF’s partnership with the educational charity CVQO, which is just one of the many subsidised vocational training courses on offer to volunteers.

HELPING YOUNG PEOPLE TO DEVELOP

However the best and most unique part about being in the ACF, according to Philip, is seeing how the cadets benefit: “As a volunteer it has given me immense pride watching the cadets achieve and overcome some of their own problems. The cadets always surprise me with their effort, commitment and spirit and the best thing is that I get to be part of it. There is a real sense of family, friendship, equality and inclusion within the Army Cadets.” Philip would encourage others to join as volunteers: “You can’t teach experience and, with the right attitude and willingness to learn how the ACF works as a youth organisation, I’d encourage any former soldiers to join up.”



COMBINING WORK, ARMY CADETS AND THE ARMY RESERVE

As well as being a Signalling Systems Trainer for London Underground Kate Dunscombe also finds time to be an Army Reservist and a Company Sergeant Major with the ACF. Kate loved being an Army cadet so much that she, and a number of her friends, went on to join the ACF as volunteer instructors. When another ex-cadet who had joined the Army Reserve came along to help at an ACF camp Kate was persuaded to become a Reservist as well.

“Having been in the Army Reserve and the ACF for a while I can see that the two roles complement each other,” says Kate, who is now a Company Sergeant Major with Beds & Herts ACF. “The leadership and management are similar and the values and standards are the same. There are also skills and training that you can take from one role to the other, such as skill at arms and range qualifications and people management skills.”

DEVELOPING YOUR SKILLS

Kate has found that her ACF skills and training, particularly in supervising people and in having the confidence to command and lead groups of people, has been very helpful in her day job.

“At London Underground I’m responsible for training their future signal engineers: the staff members and apprentices who will be responsible for everything from the control logistics, software and hardware to operating equipment on the signals and points. As an ACF instructor you gradually build up your confidence as a leader and trainer. You also develop the skills and patience to work with young people, something that’s been very useful in my work with apprentices.”

Having risen through the volunteer ranks to become a Company Sergeant Major, Kate is responsible for helping to mentor younger adult instructors as well as organising activities for groups of cadets.

“Recently I took a group of cadets on a battlefield tour to Ypres, she says.

“The cadets had the chance to take part in a ceremony of remembrance at the Menin Gate. They loved it and they learnt so much.”

SUPPORTING THE NEXT GENERATION

For Kate, inspiring her cadets to become ACF leaders and to get on in life is one of the best rewards in being an ACF volunteer.

“I’ve had quite a few cadets who’ve gone on to become volunteers. Some are now Detachment Commanders and it’s great to see them embracing the ACF ethos, and encouraging their cadets to take advantage of all the opportunities open to them.”

One of the Detachment Commanders Kate mentored saw one of her cadets beat off stiff competition from hundreds of others from across the cadet forces to win the prestigious CVQO Westminster Award.

“That kind of thing is hugely rewarding for adult volunteers as well as the cadet,” says Kate.

“The winner of that Award received a trophy at the House of Lords and was able to take part in an expedition to South Africa, but there are hundreds of other opportunities open to cadets in the ACF. As a leader you’re opening up all sorts of possibilities for the young people in your charge.”



A Marine Veteran's Mission to Support The Royal Marines Charity

Royal Marines veteran, Craig Hunter, is attempting to climb Mount Everest to raise £8,848 for The Royal Marines Charity.

Craig is no stranger to challenging and enduring conditions, but this may be his biggest challenge yet.

Craig, a former member of The Royal Marines 45 Commando, was part of the first-ever British military team to complete a return journey to the South Pole in 2006. The journey covered 1,450 miles over 65 days using kite-powered skis.

During his Everest climb, Craig will face similar challenges and must combat the effects of extreme altitude and strenuous physical exertion. He will be accompanied by local Sherpa people, who will assist him with ascending and descending

the mountain. Mount Everest stands at 8,848m in height, and this is the fundraising target Craig has set for himself.

Speaking about the expedition from his training camp, Craig explained, "The Royal Marines charity is a cause close to my heart. As a former Royal Marine, I've witnessed first-hand the support they give to serving marines, veterans and their families; as a serving Royal Marine, hardship and determination are ingrained into your outlook. Completing this challenge is my opportunity to help give something back to an organisation supporting many men and women who sacrifice so much for their country".

"The training has certainly been tough, but I'm as prepared as I can be for what I am certain will be the toughest challenge I've undertaken. I'd like to thank everyone who has donated and my friends and family for their unwavering support".

As part of the close-knit community of the Royal Marines, Craig is embarking on a mission to support his comrades who need it most. He hopes to raise awareness and critical funds for The Royal Marines Charity through his fundraising efforts. The Royal Marines Charity is an essential UK organisation that supports serving and retired Royal Marines and their families. As Craig sets his sights on the summit of Mount Everest, the highest peak in the world, he clearly demonstrates the unbreakable bond between military personnel.

The Royal Marines Charity Fundraising Manager, Vicki



Drinkwater, said, "We can't thank Craig enough for choosing to raise funds for our Charity. The expedition itself is an awesome challenge, but to be doing it in support of the whole Corps Family is truly inspiring. We're immensely grateful for the contribution it will make to the lifelong support we offer to the Royal Marines Family. We wish Craig every success with this mammoth endeavour and will be following his progress every step of the way."

With your help, we can ensure that The Royal Marines Charity can continue its essential work of supporting those who have given so much for their country.



If you wish to support Craig in his upcoming expedition and donate to his cause, please visit <https://www.justgiving.com/fundraising/craig-hunter-everest>. Or, if you would like to sponsor Craig's feat to Mount Everest and take your business to the next level, please contact anna@revolutiongrowth.co.uk for more information.



Customer Focused
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Teaching Tomorrow's Technology

Network Cabling

Copper

Fibre

Resettlement & Ex-Forces Education Programs Across the Digital Infrastructure Industry

Since 1996, CNet Training has educated thousands of Service Leavers, providing them with the skills and hands-on experience to enter, and progress within, the lucrative Digital Infrastructure Industry (the network cable installation and data centre sectors). Today, CNet is the only industry dedicated education provider in the world to award both internationally recognised qualifications and official certifications, providing sought after credentials that are in demand across the industry and the world.

Register your interest for the Next Digital Infrastructure Industry Briefing (a virtual event)

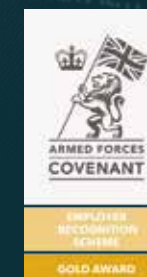
More Info: cnet-training.com/industry-briefing | Email: resettlement@cnet-training.com

Contact the Resettlement & Ex-Forces Team at CNet for a 1-to-1 to discuss the best educational routes you can follow to achieve your future career goals.

Email: resettlement@cnet-training.com

Phone: +44 (0)1284 767100

Web: cnet-training.com/resettlement



CNet Training

Contemplating your post-service career options

Dale Thompson joined digital infrastructure technical education provider CNet Training as an Instructor in December 2022 in his first civilian job role following over 25 years in the Forces. Dale shares his story and advice for anyone contemplating their post-service career options.



I've spent a significant chunk of my life in service, having joined the Army in 1997. Throughout the years, I always knew I'd eventually have a job on the 'outside' and looking ahead to my potential civvy career at various points in life, I recognised there would be substantial differences.

I served in the Royal Corps of Signals and spent the initial 15 years of my service training to be, and working as, an electrician. My primary workplace during that time was in the field, carrying out what the civilian industry equivalent of which would be something along the lines of event power. Imagine big generators at festivals, that type of thing, except my 'festivals' were in various deployments across the globe, including Afghanistan, Cyprus, Kenya and Canada.

In 2012, I started working alongside the infrastructure lads on operations. I dealt with the power aspect of the data centre while they handled the installation side. From there, I soon progressed to working on telecoms infrastructure – both fibre and copper. The Royal School of Signals had adopted CNet Training's Certified Network Cable Installer (CNCI®) program in 2017 as the official certification for their installation technicians, so I completed both the CNCI® Fibre Optic Cabling and CNCI® Copper Cabling elements of the program in Blandford as part of my military training. The programs were a good mix of technical knowledge and practical activities, and they gave me confidence and reassurance at the time knowing that the certification and qualifications I gained are recognised and sought after, both in the military and out.

This attitude means I've always had one eye on the future and have been consciously resettling for the best part of ten years to make sure I was good to go on the outside.

Alongside the infrastructure work, I also completed a BTEC level 4 in Teaching in The Lifelong Learning Sector and an ILM level 3 in Coaching to qualify as an instructor. For the best part of 15 years, I was also tasked with delivering training in everything from basic weapon handling, which was quite straightforward training in small classes, to teaching the power aspect of RSY training (which is the initial training you get when you deploy out on operations, covering health and safety, etc), sometimes to two or three hundred people. My penultimate assignment in the Army was solely concentrated on delivering technical training, which I found both challenging and rewarding, and then finally, I spent four years assigned to working on the development of the technical training.

Throughout the years that I was leading a team, I always used to tell my lads, your resettlement starts from the day you pass out of phase two training. I would challenge them to complete one military and one civilian course per year to help them on that journey, and I'd encourage anyone reading this to do the same. Of course, the chain of command means there is pressure on you to get the tick in the military box, but also go and do something for yourself. It's not just educational courses that are available, you can choose areas you think you'll enjoy, such as power boat handling, adventure training, hill walking or rock climbing.

Each non-military course you complete could either be funded or part-funded, and you're giving yourself time to plan your civvy life by narrowing down what you do (and don't want to do). I've chosen courses in the past that I thought I'd really enjoy, then I've gone away and done them and realised they're not for me and thought "I'm not doing that again!". That's of as much value for the future as finding something you do enjoy, as you're eliminating something you thought would be a go-er before you get too far down the road with it.

This attitude means I've always had one eye on the future and have been consciously resettling for the best part of ten years to make sure I was good to go on the outside. You hear horror stories of people getting out and not having houses or being settled anywhere particular, worrying about what they're going to do with their lives now, and I was adamant I didn't want to end up in that position.

The official time you get allocated for resettlement differs depending on your length of service. I completed the full service and was therefore given two years to resettle but, in truth, I'd done all my resettlement prior to that two-year period, and spent most of my official resettlement time on building and home



DALE'S SERVICE CAREER

Date enlisted: **September 1997**
Years served: **25**
Exit date: **December 2022**
Final rank: **SSgt**
Service branch: **Royal Corp of Signals**
Specialisation/trade: **Power Engineer**

Dale is passionate about education, leadership and culture. His experience within the Royal Corps of Signals stands him in excellent stead to deliver complex technical program material with clarity and zeal. Dale holds a BTEC level 4 in Teaching in The Lifelong Learning Sector and an ILM level 3 in Coaching.

maintenance; all practical skills that I wanted to acquire and had the benefit of personally at the time, like a kitchen fitting course so I could fit my own kitchen!

My plan was to join the reserves and work as an installation technician – I'd thought it through and knew I'd get enjoyment from it. Despite having been instructing so long I'd never actually thought of going into that in resettlement, and already being CNCI® certified, I'd always banked on doing the installation side. I've known Clint Sherratt (Head of Technical Development at CNet) and Craig Larkins (Technical Developer also at CNet) for years and when they suggested I might be a good fit for the Instructor role at CNet, I jumped at it. I'd had some past interaction with the company, having completed the CNCI® and I'd also met Olly Day (CNet's Resettlement Adviser) a few times at Forces careers fairs and had some positive conversations with him.

One month into the role, I'm really enjoying it. As expected, it's completely different to what I'm used to, but from day one, I was welcomed with open arms. The CNet Instructor team are all experts in their field but they're also enthusiastic about sharing that knowledge, which is brilliant for learners but also for me joining the ranks! It's been reassuring that as soon I arrived, there was a plan in place for me that so far has included the Train-the-Trainer course, shadowing other Instructors and teach backs. Nobody knows everything after all, and CNet ensures that all Instructors undertake a rigorous process to make certain their knowledge of each subject and quality of delivery meets their expectations. I now understand why CNet's Instructors are world-renowned and are often called on to join associations and committees

that define how that industry will operate in the future.

Once I've completed CNet's Instructor training process, I will be delivering the Certified Network Cable Installer (CNCI®) program that I undertook myself while in the Sigs, and I can't wait to get started. The CNCI® is the military and industry preferred certification for network cable installation, and I never dreamed for one moment that I'd be delivering it when I completed the program myself. Having been in the position of learner and then exercising the knowledge that I'd gained in my career, I'm excited and honoured to be able to pass on that knowledge and experience to benefit future learners.



DALE'S KEY TAKEAWAYS

1. Use your ELCs, they're there to be spent. It sounds obvious but a lot of people just don't use the money and end up losing the funding.
2. Start planning from day one. Even if you don't know what your end goal is, use the time to work out what you do and don't enjoy, and give it time to fall into place.
3. Use your contacts and talk to people. They may well suggest something that seems obvious to them but might not have occurred to you.
4. The Army may call it CPD, but I've always called it resettlement. Even though you're there to do a job, you're still there to progress yourself - don't forget that.

TRIED AND TRUSTED EDUCATION FOR YOUR RESETTLEMENT

Thousands of Service Leavers have trusted CNet Training with their Resettlement training and education, gaining the skills, hands-on experience and sought after qualifications required to enter the lucrative fibre and copper network cable installation and data centre sectors. Today, CNet is the only industry dedicated education provider in the world to provide both internationally recognised qualifications and official certification for their programs, providing credentials that are required in job specifications across the world.

CNet believes it's the combination of high quality program design, delivered by expert instructors, many of whom are ex-Forces, that forms the secret of its ongoing success. In fact, CNet has pledged to support the armed forces community by signing the national Armed Forces Covenant and proudly holds the prestigious gold covenant award from the Defence Employer Recognition Scheme.

Every CNet technical education program has been carefully designed and is regularly reviewed to blend the latest technical knowledge with essential hands-on skills that are needed for success in the industry. To further ensure that Service Leavers are in the best position to secure employment after completing their resettlement program, CNet offers an additional work placement as part of the Certified Network Cable Installer (CNCI®) program. Following the program, Service Leavers are placed within a cable installation company for a 10-day work placement, providing valuable on-the-job experience. As the industry is facing a skills shortage, the placement is often viewed as an extended job interview. And, of course, many programs are eligible for ELC funding allowing Service Leavers extra help to continue to progress their careers.

CNet's experienced Resettlement Adviser, Olly Day, is on hand to speak with anyone considering their options. Olly can be contacted at oday@cnet-training.com or you can request a 1-1 here: <https://www.cnet-training.com/programs/resettlement/1-to-1-with-cnets-resettlement-team/>

CNet
Training

Resettlement Support from CTP



Here to support your resettlement journey

INTEGRATED SUPPORT FOR ALL SERVICE LEAVERS

The Career Transition Partnership (CTP) is global career experts, Right Management, in a unique partnership with the Ministry of Defence. We are very proud to be the official provider of Armed Forces resettlement for over 20 years. In that time, we have supported more than 275,000 leavers and we look forward to helping you too.

We provide resettlement for those leaving the Royal Navy, Army, Royal Air Force and Royal Marines. Regardless of time served, or reason for leaving, all members of the Armed Forces can benefit from CTP support when leaving Service, through our range of programmes.

In addition to the face-to-face courses, workshops and one-to-one career guidance we deliver throughout our centres, many of our courses, facilitated sessions and events are also available virtually, making our provision more accessible and flexible than ever. Read on for a reminder of the wealth of support available to you as you make the transition from the military to civilian life.

WHERE DO I START WITH RESETTLEMENT?

All Service leavers are entitled to resettlement support, consisting of time, financial support, training/upskilling and careers advice. Getting started is a three-step process.

Step 1: The first step in the process is to speak with your local unit Resettlement Information Staff, who offer advice on your entitlement and the administrative process to access it.

Step 2: You should then contact your Service Resettlement

Adviser (SRA), in order to discuss your resettlement package and funding available to you; and to register with CTP.

Step 3: Register for the CTP via JPA and one of our team will contact you to book in your first appointment and get you started.

WHAT SUPPORT AM I ENTITLED TO?

The amount of support available depends on your length of Service and your reasons for discharge:

Less than 4 years service or administratively discharged: CTP Future Horizons programme

This programme helps individuals to tackle any barriers to employment, and supports them post-discharge to ensure personnel gain a route into sustainable employment, education or further training after leaving. Personnel will be referred to the programme upon discharge.

4 – 6 Years service: Employment Support Programme (ESP)

This Programme is accessed 6 months prior to discharge and includes a 1 day workshop and one-to-one guidance session, resettlement briefs, job-finding support, employment fairs and virtual events, and access (on a standby basis) to vocational training courses. Career Consultant support is also available for up to 2 years post discharge.

6 Or more years' service or medically discharged*: core resettlement programme (CRP)

The Core Resettlement Programme is available to eligible personnel up to 2 years prior to discharge, until 2 years after discharge. The programme comprises a 3- day Career Transition Workshop, one-to-one session and ongoing access to a personal Career Consultant, along with additional resettlement workshops and briefings. The programme also includes job finding support, a jobsite, employment fairs and virtual events, and access to vocational training courses, along with travel and subsistence.

CTP ASSIST PROGRAMME

In addition to the Core Resettlement Programme, CTP Assist is available to give additional specialist support to *Wounded, Injured and Sick Service Personnel who have the greatest barriers to employment due to serious illness or injury. This is given through personalised support and Specialist

Employment Consultants. Individuals are referred to the programme prior to Medical Discharge.

HOW CAN CTP HELP ME?

CTP provides advice, guidance, training and support to those leaving the military, and also incorporates RFEA – The Forces Employment Charity, who provide lifelong job finding support to Service leavers.

Your resettlement consists of three broad areas: Transition, Training and Employment. From creating a CV through to learning interview skills plus researching and applying for jobs, what the CTP offers can help you not just with your first civilian job, but skills and knowledge to help you throughout your working lifetime. CTP support is delivered at ten Resettlement Centres in the UK, and the Resettlement Training Centre in Aldershot. The resettlement provision includes face-to face guidance, online

resettlement planning and career tools via myPlan, the personalised area of the CTP website, and access to our unique ex-military jobsite, CTP RightJob. Successful resettlement requires clear aims, a plan of action, good job intelligence, and effective networking, along with the skills you will acquire through the CTP. It's therefore vital that you take full advantage of the support, resources and facilities at your disposal.

TRANSITION

Workshops and Briefings - the first step for most on the resettlement journey is the three-day Career Transition Workshop (CTW), which enables you to identify and evaluate the transferrable skills and qualities gained during Service. Following this, you will meet your Career Consultant and create a Personal Resettlement Plan, which will help identify the required steps for

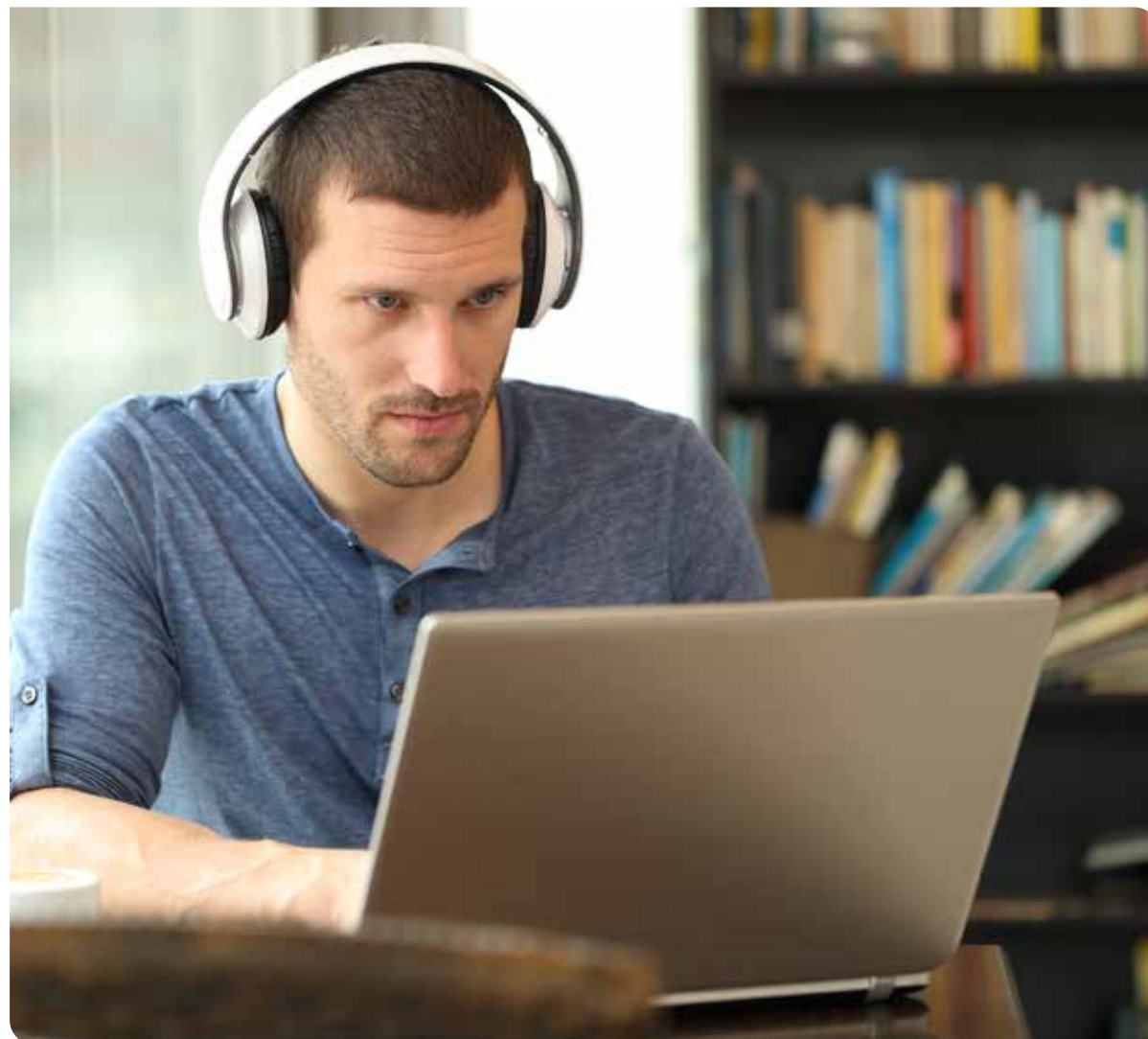
achieving your desired outcome upon leaving the Armed Forces. A range of additional workshops and briefings are available, including Financial Aspects of Resettlement, Business Start Up, Networking and Interview Techniques.

Events - a full programme of employment fairs, company recruitment presentations and online events is available to Service leavers at any point in the resettlement process, offering networking, research and job-finding opportunities.

Online Resources - myPlan, the personalised area of the CTP website, enables Service leavers to manage their own resettlement and offers career assessment activities, video library, Interview Simulator, CV Builder, Personal Resettlement Plan (PRP), resettlement tracker and checklists.

TRAINING

When leaving the Service, you can undertake vocational training to help you shape your future career. CTP delivers an extensive range of job-related vocational courses at Resettlement Centres and the Resettlement Training Centre in Aldershot. This is split into two types; Contract Funded and Non-Contract Funded training: Contract



ROUTE MAP FOR SERVICE LEAVERS START HERE:



the lighter shaded elements also available to those with 4 to 6 years' service

Funded training has been 'pre-paid' for you by the MOD. This offers exceptional value for money and is the best way to make the most of your 'GRT pound'. Non-Contract funded training can be funded using your Individual Resettlement Training Costs (IRTC) or ELC grants.

EMPLOYMENT

The Armed Forces equips its people with a vast range of skills applicable to many industry sectors and the CTP targets a wide range of employers to promote the skills, experience and strong work ethos Service leavers bring with them after a military career. The employers themselves benefit from a high quality, no cost recruitment service and exclusive access to thousands of skilled and qualified individuals, like you.

CTP RightJob is our online job site that lists thousands of live vacancies for Service leavers, with new ones added daily. You can

browse and search for available jobs by Industry, Location or Company Name, receive job notifications and alerts via email and submit job applications directly to employers. The platform is easy to use and compatible with smartphones and tablets, plus you'll find video tips to highlight features on all key areas of the site. The CTP Employment Team works closely with local, national and international organisations from all industry sectors to source and match suitable job vacancies for Service leavers. You'll receive regular job alerts based on the preferences listed in your RightJob profile, plus employers can also search the database for Service leavers with the skills they're looking for, and invite them to apply.

Your career consultant is available to provide advice and guidance on job applications, CVs and covering letters, and the central employment team provide assistance with

CTP RightJob, along with links to further employment support where required. CTP help is available up to two years post-discharge and after that, switches to the RFEA for job-finding support, at any point you may require it throughout your working life.

We are here for you throughout your career transition and our friendly teams genuinely care and are passionate about ensuring you get the most from your resettlement and the outcome that is right for you.

Served over 6 years or medical discharge?

Should you have any questions about your resettlement, please get in touch. You can find a wealth of information along with our contact details at www.ctp.org.uk.



Planning Ahead,

Making Resettlement an Easy Process



Everyone's military career must sadly come to an end. We leave behind the things we have been our best at and given so much time and effort to and say goodbye to friends and colleagues, who will not be there to support us the way they could previously. Some people will try to hold on until the last safe moment before deciding on what to do next. For others however, they may have already set personal goals, preparing themselves for the next chapter in their lives. Either way the transition from the military is not easy for everyone. Without prior planning, the stress of the unknown can have a negative effect and send you in the wrong direction with no support.

In the military we are used to working in an environment where planning and support is essential to daily operations, so why then do we do not plan for civilian street, set our goals well before resettlement creeps

up on us? to be prepared and ready to enjoy our new venture in a new career.

Bydand Security Solutions are here to support your transition and empower you on your new career path within the security sector. We want to hear from you before, during and after your resettlement. We'll ask you to allow us be part of your journey. All Bydand Security Staff are from a military background and understand the process you are about to experience becoming a veteran. Having like-minded people around you can be of immense help to your transition.

Depending on your military experience, we will guide you towards your next career path. Bydands' focus is for new industry leaders in the 'Security Sector', in particular Close Protection.

SO, WHO ARE BYDAND SECURITY?

Bydand Security is a veteran run independent, security company.

Providing consultancy services and high-level training to service leavers, Governments, Non-Government Organisations (NGO's,) Military and Police worldwide. Our specialist services are complimented by our highly trained subject matter experts (SME's) providing VIP close protection, surveillance, and advisory security services. Bydand work with Highfield Qualifications who are our awarding body to support SIA licence linked qualifications and certification in the security sector. For more information visit www.bydandsecurity.com or send us an email to our advisors on information@bydandsecurity.com

BYDAND IS AN ELCAS APPROVED TRAINING ORGANISATION
www.enhancedlearningcredits.com/service-leaver/ex-service-guidance

As a service leaver you may be entitled to enhanced learning credits (ELCs) that support lifelong learning. This scheme supports military members with financial support towards higher learning. Talk to your education staff for more information on this scheme. We look forward to supporting your next step.

OUR TRAINING VENUE

Firstly, don't be scared to travel for good training, the UK is a small country. We are based in the Northeast of Scotland, Gordon Barracks in Bridge of



Don, Aberdeen. Bydand chose this unique location because of its history with The Famous 'Gordon Highlanders' and the stunning Royal Deeside countryside. The training provides service leavers and veterans alike an enhanced learning experience and environment you will be familiar with. Gordon Barracks provides a degree of seclusion which allows a large part our initial training to be out of the public eye and unimpeded which maximises time dedicated to essential 'Drills and Skills'. Also, with this being a military base, service members and veterans can benefit from the use of the onsite accommodation, reducing the overall cost of your course. When booking on to a Bydand course ask our staff how to book this accommodation.

SO HOW CAN WE SUPPORT YOU?

Frankly, we can't support you until you decide on what you would like to do next. What we can do is offer our support that may give you some options to consider, but first and foremost we need to look at your skill set. I think we would all agree, to be the best in what we do we must trust in our training. Great training forms great leadership and great leadership in the security sector saves lives. Knowledge and understanding is the key to success and here at Bydand Security, we believe in supporting your training for you to find meaningful work in the security sector. As a duty of care and commitment to veterans, our staff believe in providing you with only the very best training possible. Therefore, over the last five years we have developed a new, improved and more effective style of training. This style of training is known as blended learning.

The blended learning approach is the very best method to learn new subjects prior to, or during your resettlement in a small amount of time. While supporting veterans learning with the use of online and face to face training.

Bydand Security have been delivering specialist training for many years and have not yet found a better method that produces higher quality learning outcomes, making you a more attractive employee to your new employer.

Our blended learning approach integrates high-quality digital content with traditional teaching to provide personalised learning for individual needs.

For Bydand, blended learning is key for our veteran's progression and personal development. We have all been on courses as part of our military career, some courses are internal and some external. However, have you ever wished you had some prior learning before attending these courses? Nobody likes to go in blind and blended learning gives you the chance to learn new skills online prior to your face-to-face training. We want to prepare you better, we achieve this through accelerated learning that increases knowledge for all learning needs/preferences, helping you to understand the subject and creating life-long learners.

Our Blended learning program engages with learners and provides personalised education that extends learning beyond traditional training methods. All Bydand training is catered around the security sector.

At Bydand, we believe having a veteran that is well educated and capable is critical to any organisation's success. Time, money, and energy are invested significantly into training personnel to be safe, knowledgeable, and proficient. The challenge is retaining that learning and ensuring that investment is returned to your employer where; your knowledge and skills acquired should be correctly and swiftly applied.

So why is this so hard to achieve? in our experience, the main problem is that some training fails to engage and motivate learners to acquire, retain and maintain the skills and knowledge taught - made worse by the fact that there is often, little or no follow-up to ensure that training content has been understood and applied correctly once a qualification has been passed.

We at Bydand take training seriously, ensuring only the best results in investment. By applying the principles of our blended learning approach to training, we can increase the success rate from not only the classroom and workplace but to use in your everyday lives as well. There are too many training principles to cover here but let Bydand kick start your accelerated learning journey today.



BYDAND SECURITY SOLUTIONS LTD HAS RECEIVED THE DEFENCE EMPLOYER RECOGNITION SCHEME (ERS) BRONZE AWARD

Highland RFCA Regional Employer Engagement Director Ray Watt presented the Award to James McIlroy (Operations Director) and Sian McIlroy (Administration) on December 5 at HRFA HQ in Dundee.

The award is in recognition of the support the Aberdeen-based company gives to the Armed Forces.

Bydand Security Solutions Ltd had previously signed the Armed Forces Covenant in October of this year. The Covenant is a commitment to ensure those who serve or have served in the Armed Forces, and their families, are treated fairly.



SOME OF OUR COURSES AVAILABLE ARE AS FOLLOWS

E-learning

- Active Threat/Active Shooter
- Situation Awareness
- Situational Understanding
- Operational Situation Awareness
- Bomb Threat Awareness
- International Lone worker/Traveller
- Suspicious Mail Awareness
- Conflict Management Tactics
- Lock down and Lockout Procedures.
- Complex environment awareness training
- Fire safety awareness

Other courses are currently in development and/or may be personalised to the training requirements of the client.

Blended Courses F2F/e-Learning

- VIP Close Protection
- Covert Surveillance
- Hostage and Crisis Negotiator
- Medical
- Combative Fighting Systems

BYDAND SECURITY's world class CLOSE PROTECTION training course



- Fully SIA Qualified course
- Delivered by experienced industry veterans
- ELCAS available
- Additional support for Veterans/Service leavers

information@bydandsecurity.com

www.bydandsecurity.com/closeprotectioncourses



Fire Safety

There is currently an abundance of career opportunities within fire risk assessment industry and with the release of the Fire Sector Federation (FSF) Approved Code of Practice for Fire Risk Assessor Competency in 2020 the need for fire risk assessors to have a qualification is becoming the norm.

Fire Safety Risk Assessment Consultancy Limited (FSRAC Limited) are currently offering a Level 3 Award Qualification in fire risk assessment awarded by Qualifications Network UK. It is possible to attain this qualification within a short period of time, typically less than one month.

The FSF and the fire risk assessment industry promote being a member of a fire safety related Institution and this qualification will enable you

to become join the Institute of Fire Safety Managers (IFSM).

Demonstratable competence is becoming this norm within the fire risk assessment industry and one of the elements of being a competent person is being a reliable and responsible person; having been in the forces you will already be considered to have these qualities.

We have trained (or retrained) fire risk assessors from several industry leading companies including Mitie, Mears, Frazer Group and more.

The Level 3 Award in Fire Risk Assessment is a 5-day classroom course with a short portfolio of work to be completed in your own time afterwards. Completion of both parts of the course will result in a certificate being awarded by the awarding body, QNUK and as we are accredited by the Institute of Fire Safety Managers (IFSM) are company certificate is also issued with the IFSM accreditation; a further certificate is also awarded by the Institute of Fire Engineers (IFE) for Continual Progressive Development hours.

Courses are delivered in Manchester by David Prince an ex-fire officer, fire safety inspecting officer, fire investigation officer and Nationally Accredited Fire Risk Assessor.

Our training courses are kept up to date with any updates in fire safety legislation included in the course; courses are constantly updated to ensure currency.

David Prince. *MIFireE, MIFSM, FdSc, Tech IQSH, LCGI, Dip(Ed) Nationally Accredited Fire Risk Assessor Register (NAFRAR) No. 0151 FRACS (Fire Risk Assessor Certification Scheme) No. 73 Member of the UK-AFI (Fire Investigation).*

FIRE SAFETY RISK ASSESSMENT LEVEL 3, 5-DAY COURSE

Who is this 5-Day Course For:

This course is aimed at those who have a responsibility for undertaking fire risk assessments, reviewing and or implementing the significant findings of a fire risk assessment.

Typically, such persons would be

- Fire Risk Assessors,
- Health and Safety Manager,
- Health and Safety Advisor,
- Health Safety and Environmental Advisor,
- Building Facilities Managers and Facilities Teams,
- Managing Agents,
- Building Owners,
- Fire Alarm Engineers,
- Electrical and Mechanical Engineers.

Why choose us?

- Our courses encompass the principles of fire safety risk assessment.
- Delegates will learn how the fire risk assessment process 'pieces' together with this course covering all of the necessary basic elements of a fire risk assessment.
- This course contains an update on building cladding types.
- This course aligns to the elements of the 'Fire Risk Assessment Competency Council Framework
- The assessment of risk from fire (Appendix A)
- The applicable Legislation (Appendix B)
- Appropriate Guidance (Appendix C)
- Behaviour of fire in premises (Appendix D)
- Effects of fire on people and behaviour of people in fire situations (Appendix E)
- Means of escape (Appendix F)
- Fire Prevention (Appendix G)
- Fire Protection (Appendix H includes Passive and Active fire protection)
- Management of Fire Safety (Appendix I)

Previous course feedback:

John S. JJS. Limited "Excellent knowledge base and very well presented, a great course for aspiring fire risk assessors".
Grahame H. "Absolutely brilliant... exactly what I required".
Jayne T. R and R Safety Systems. "Left me wanting more... excellent interaction and practical exercises"
Mark P. MPW Safety Solutions. "Excellent course. Well-

Course content:

An Introduction to:
• 'Fire Risk Assessment Competency Council Framework'
• Fire Science
• The Regulatory Reform (Fire Safety) Order 2005, (Fire Safety Legislation)
• Building Construction
• Fire Compartmentation (Passive and Active Fire Protection)
• Fire Doors, Final Exit Doors, and Door Security Devices
• Understanding and Calculating Floor Space Factors, Door Widths and Travel Distances.
• Means of Escape in the Built Environment.
• Understanding Escape Times
• Understanding Human Behaviour in Fire Situations
• Understanding Evacuation Strategies.

structured and presented in a clear and logical way... highly recommended"

The course aligns to the Fire Sector Federation (FSF) Approved Code of Practice for Fire Risk Assessor Competency: Cross Mapping to RQF Level 3, EQF Level 4 or SCQF Level 6.

This course is aimed at fire risk assessor or those wishing to become a fire risk assessor wishing to undertake fire risk assessments of simple premises (as defined in the government guidance documents).

Extract from the FRACC Document: Competency Criteria for Fire Risk Assessors
Fire Risk Assessor Competency

Evidence of specialist training, membership of a professional body, and or certification by a third-party certificated body, need an appropriate knowledge of:

- The assessment of risk from fire (Appendix A)
- The applicable Legislation (Appendix B)
- Appropriate Guidance (Appendix C)
- Behaviour of fire in premises (Appendix D)
- Effects of fire on people and behaviour of people in fire situations (Appendix E)
- Means of escape (Appendix F)
- Fire Prevention (Appendix G)
- Fire Protection (Appendix H includes Passive and Active fire protection)
- Management of Fire Safety (Appendix I)

Learning Outcomes

By the end to the course the delegates will*:
• Understand how to assess the risk of fire in the built environment
• Be able to reference

- Fire Alarm systems and BS 5839
- Emergency Escape Lighting and BS 5266
- Emergency Signage
- Firefighting Equipment
- to Fire Safety Management
- Understanding Fire Safety Training and the Legal Responsibilities.
- The Fire Risk Assessment Process.
- Understanding Fire Risk Assessment Significant Findings (Recommended Actions).
- Understanding when to Review the Fire Risk Assessment.
- Risk Reduction and Arson Prevention.
- Using relevant Fire Safety Guidance Documents (Home Office Guides, Approved D Document 'B' and BS 9999 are referred to throughout the course).



- the Fire Safety Law for England and Wales
- Be able to reference appropriate guidance documents
- Understand the behaviour of fire in the built environment including ignition sources of fire
- Understand the effects of fire on people and human behaviour in fire situations
- Understand means of escape
- Understand fire prevention
- Understand fire protection (Passive fire compartmentation and Active fire systems)
- Understand the management of fire safety in the built environment.

*The course also considers how the delegate will manage their expectations regarding the fire risk assessment process.

Instruction methodology

The course uses a delegate workbook (the delegate keeps this for future reference), presentations and exercises which are interactively debriefed during the course. Throughout the course delegates will complete the workbook exercises relevant to each presentation; delegates will complete a 'mock premises' fire risk assessment exercise (desktop exercise).

The course is assessable; with a multiple-choice test on the last day and completion of a portfolio of work to be completed within 10 working days of the end of the course.

Accreditation

Level 3 Award in Fire Risk Assessment (Qualification/Ofqual Registration Number 603/2073/4)

We are an 'Institute of Fire Safety Managers' (IFSM) 'Accredited Centre'. An 'Certificate of Attendance' Accredited by FSRAC Limited with 'The Institute of Fire Safety Managers' (IFSM) Accreditation. The Course is also awarded 29 Hours of Continual Professional Development (CPD) with the Institute of Fire Engineers (IFE).

Course duration

5-Days 09.00 Hours to 17:00 Hours, with morning and afternoon breaks and 45 minutes for lunch. This 5-day course includes a light lunch, teas and coffees, soft drinks and light snacks each day.

Cost of the Course

Those persons retiring from the forces can use their learning credits as payment for the course as we are registered to accept these.

Publicly Accessible Courses

The cost is £1195.00 per person plus VAT (£1434 Including VAT).

Courses are held each month at the same venue. There are a maximum of 12 delegates places per course.

The Training Venue:

Training is held in the Manchester Conference Centre in Manchester. The address is, The Manchester Conference Centre located in The Pendulum Hotel, Sackville Street, Manchester. M1 3BB.

Start Time: 09.00 Hours (Tea and Coffee available each day from 08.30 hours in the training room). Finish Times: 17.00 hours each day.



The Trainer

Training is delivered by David; David is formally a Fire and Rescue Service Officer with 27 years' experience, David was a warranted 'Fire Safety Inspecting Officer', Fire and Rescue Service Qualified Fire Investigation Officer. Since retiring David Prince has delivered Fire Risk Assessment training nationally and has a wide range of experience in delivering such training to all sectors especially to Health and Safety practitioners. David Prince continues to undertake fire risk assessments of a wide range of premises types throughout the UK. David Prince is one of only 73 Nationally Accredited Fire Risk Assessors on the FRACS register and is also listed on the IFSM Register of Fire Risk Assessors (No 151). David Prince also has formal teaching qualifications (Dip Ed) as well as a wide range of 'Fire and Rescue Service' fire safety qualifications. As a fire safety practitioner David is aware of current Fire Safety practices. *For training purposes only.



Booking onto a course

For Individual Bookings:
www.fireriskconsult.com/shop
Contact David: 07847 779428

*All courses and course bookings are subject to our terms and conditions which are available on our website www.fireriskconsult.com

Progression Routes to Further Courses:

Fire Risk Assessment in Specialised Housing (Sheltered Housing, Extra Care and Supported Living)

OnBoardingOfficers
Building High Ranking Boards


OnBoarding Officers

Launched in 2019, OnBoarding Officers has been supporting officers to understand how to transfer their skillset into a commercial boardroom via their Non-Executive Director Programme.

Now, OnBoarding Officers is preparing to launch the newly created Executive Programme, which aims to support officers seeking to transition into a full-time managerial, executive or director position.

Founded by award-winning Businesswoman and Non-Executive Director Jo Haigh, OnBoarding Officers is an exclusive community for exiting military officers to help them transfer their skills into the commercial world and become world-class business leaders.

OnBoarding Officers was specifically developed to assist in positively exploiting the substantial pool of talent that exists within

our elite Armed Forces personnel and increase the opportunities for those available to secure a board or an executive appointment.

The first part of the OnBoarding Officers journey is to complete either of the training programmes, both of which are delivered by award-winning and highly experienced tutors in their field.

The Non-Executive Director Programme is suitable for exiting senior officers who are seeking to create a portfolio career of non-executive director appointments. Whilst the Executive Programme is designed to prepare officers, reservists, and warrant officers who aspire to move into executive-level roles within a commercial setting.

The programmes have been constructed to provide innate knowledge on issues that boards and companies face regularly, including best practices and corporate governance, applicable financial acumen skills, risk management and strategy, leadership, and an intuitive understanding of marketing strategy.

"The five-day course, aside from being great fun, opened my eyes and whetted my appetite. The three modules dealt with the essentials, but in a 'vocational' style, in action rather than in theory, and taught by clear leaders and experts in their fields." – Former British Army Lieutenant General Richard Felton CBE.

Following either programme, ongoing support and resources are available via the unique offering in the Community, as it was paramount a collaborative, supportive, exclusive community would still be available post-service, via the OnBoarding network.

The Community includes access to executive and non-executive vacancies. A group of 'Allies' who are all on hand to provide ongoing support post-cohort, plus private LinkedIn Groups to continue communications and share opportunities, news, insights, online resources and networking events.



If you would like to know more about OnBoarding Officers or the training programmes and Community please visit www.onboardingofficers.co.uk or get in touch at info@onboarding-group.com.

OnBoardingOfficers

Building High Ranking Boards

Win a place on one of OnBoarding Officers' upcoming three cohorts with Easy Resettlement's £100,000 training giveaway.

OnBoarding Officers is an exclusive community for exiting military officers to help them transfer their skills into the commercial world and become world-class business leaders. We have created two programmes, specifically tailored for exiting officers, who wish to resettle and learn how to successfully transfer their skillset whilst receiving post-programme support via our Community, programmes include The Non-Executive Director Programme and The Executive Programme.

The Non-Executive Director Programme (5 days)

Suitable for exiting senior officers who are seeking to create a portfolio career of non-executive director appointments and is accredited to the TQUK Level 6 Certificate in Strategic Planning and Leadership (RQF).

The Executive Programme (4 days)

Designed to prepare officers, reservists, and warrant officers who aspire to move into executive-level roles within a commercial setting and is TQUK Level 4 Award in Business Essentials for Business Leaders (RQF) accredited.

Both programmes are delivered in-person across a series of days focusing on the commercial skills required in a non-executive director or board role, or executive, managerial or director role, including:

- Understanding the role and responsibilities
- How to transfer your existing skillset
- Understanding financial terminology
- How marketing and strategy are applied
- How to transfer or build on your leadership skills
- How to build your personal brand and position yourself within the market

Benefits

In addition to the course offering, OnBoarding Officers has established a Community to support its members post-cohort. This Community includes job opportunities and ways to build your industry network via our Super NEDs, Ambassadors, Mentors, Partners and Tutors. Plus, access to online resources and insight videos, as well as invitations to networking events and private LinkedIn groups.

Apply

Please email us with your name, email address and exit date, along with which course you are interested in attending and any information of previous training you may have done. You will then be entered into our draw to qualify for your chance of winning one of three free places.



Please contact us for more information on the OnBoarding Officers programme or to reserve your place as a delegate.

Contact Our Team

Office – 0204 537 8049

Website – www.onboardingofficers.co.uk

Email – info@onboarding-group.com



Sava

If you are looking for a new career, have you considered re-training to become a residential surveyor?

Working as a residential surveyor and valuer is the perfect way forward for those with an interest in property. This professional and well-respected career commands excellent salary prospects and, due to a skills shortage in the industry, demand for surveying services is ever increasing. The Sava course is now ELCAS approved, allowing members of the armed forces to secure financial support for higher level learning. For further detail on how to secure up to £2000 funding please read on.

WHAT IS A RESIDENTIAL SURVEYOR?

There are many aspects to the career and many options once qualified, but residential surveyors are mainly known for carrying out HomeBuyer Reports and valuations on properties prior to sale. It is a varied and flexible career with many

opportunities either working for yourself or for a firm.

Alan Milstein, a residential surveyor and chairman of the Residential Property Surveyors Association (RPSA), said:

"Being a residential surveyor is a rewarding career. In essence, residential surveyors assess properties for their general condition, energy efficiency and value, and members of Sava can also produce Home Condition Surveys which help home buyers understand the condition of the property they want to purchase."

"Residential surveying is an integral part of the housing market and offers good prospects, with potential for qualified surveyors to work within companies such as estate agents and banks, or to set up on their own and offer surveying services on a

consultancy basis to businesses and home buyers alike."

Residential surveying could be the career for you if:

- You find property interesting
- You want great career prospects
- You want a role that's in high demand
- You want to be well paid - the average AssocRICS salary is £49,293 (source: RICS 2018 UK rewards and attitude survey)
- You want flexible employment opportunities, including self-employment
- You want a well-respected career path
- You like challenges and for each day to be different
- You don't want to be sat at a desk all day

HOW CAN I BECOME A RESIDENTIAL SURVEYOR?

Sava offer the only vocational qualification with direct entry into the Royal Institution of Chartered Surveyors (RICS). The course is structured to allow learners to

continue to work full time whilst studying if they wish as the course is delivered with 12 months of part-time training, involving 2 training days a month. This is followed by 12 months of assessment which is carried out in your own time. The course teaches you everything you need to know to become a competent surveyor and no prior knowledge, experience or qualifications are needed.

Once qualified, Sava graduates are eligible for direct entry into RICS at Associate member level, meaning they can offer RICS products such as HomeBuyer Reports and valuations, as well as having the prestigious AssocRICS designation after their name.

Hilary Grayson, head of surveying services at Sava, says:

"Residential surveying is particularly suited to those who are passionate about housing, confident in dealing with other people, determined and self-motivated, and have a good eye for detail."



WHAT WILL I STUDY?

The Diploma is a vocational qualification, meaning it is all about giving you the skills and knowledge to be a well-rounded residential surveyor. Some of the modules covered include:

- **Valuation** - Determining property value, RICS mandatory requirements, how condition affects value, regulatory and legal requirements and different types of valuations.
- **Construction** - This module focuses on foundations, floors and walls, desktop research, scale drawings, floor plans and calculating U-values as well as building services.
- **Law** - The law and its background, easements, restrictive covenants,

contract law, negligence and occupier's liability are looked at in this module.

- **Inspecting Property** - The inspection 'agenda' and equipment, property measurements to include floor, volume and ceiling as well as the residential cost-rebuilding calculator.
- **Building Pathology** - This module focuses on the process of diagnosing the cause of building movement, damp and defects. It includes ground and above ground-based movement plus loads more.
- **Assessing Services** - This module looks at service systems and what can go wrong. It covers inspection and testing of service systems, electrical systems, heating services, plumbing and drainage.

"We believe these people could help to alleviate the looming skills shortage in surveying, and could become new associate members of RICS, an accreditation that is so important both professionally and to the industry as a sign of quality."

WHAT DO THE SAVA GRADUATES SAY?

We got in touch with Matthew to find out his views on the course and asked Matthew

what made him join the Sava course after leaving the Royal Navy, he responded:

"After serving almost fourteen years in the Royal Navy as a Petty Officer Aboveboard Warfare Weapons, I was looking to start a career in something new and entirely different to my current profession. I decided to move into the housing sector and found a particular interest within the surveying industry. Furthermore

my circumstances meant I didn't want to spend the next four or five years at university in order to become qualified. Sava solved that problem by offering me the opportunity of becoming a Residential Surveyor in as little as 24 months. I am also able to work whilst I'm studying which is important to me and find this is a huge positive for enrolling on the course."

We asked Matthew what his future plans are, he responded:

"Once I gain certification and Assoc RICS status I hope to begin work at a popular and well-renowned surveying firm, in order to build up my knowledge and experience within the field, in the hope that one day, in the future, I can work independently for my own Surveying practice"

We asked Matthew if he would encourage others to enrol onto the diploma and he responded:

"I would encourage any former Military personnel, or those coming to the end of their career to make good use of their ELCAS funds by considering enrolling on the Sava Diploma in Residential Surveying and Valuation and becoming a qualified Surveyor."

FINANCIAL SUPPORT THROUGH ENHANCED LEARNING CREDITS ADMINISTRATION (ELCAS)

Sava have received approval from the Enhanced Learning Credits Administration (ELCAS) for the Diploma in Residential Surveying and Valuation. ELCAS promotes lifelong learning amongst members of the armed forces and provides financial support for higher level learning.

For those eligible, financial support of up to £2000 can be received. The Sava team are willing to assist with a tailored finance package.

To find out more please contact our sales team at hello@sava.co.uk

HOW DO I FIND OUT MORE?

Sava run regular open days where you can come along to find out more about what being a residential surveyor involves, meet the team and hear about how the qualification works. You can book a free place and find out more about the diploma here: <https://sava.co.uk/resettlement/>.

Sava are pleased to be able to offer readers of this magazine bespoke payment options for those accessing ELCAS funding. Simply state where you saw this article when you speak to us.

Part-time training to become a professional Residential Surveyor

The Sava Diploma in Residential Surveying and Valuation

- ✓ Vocational qualification delivered by industry experts
- ✓ Leads to direct entry into the Royal Institution of Chartered Surveyors
- ✓ Options to be self-employed or work for a firm
- ✓ Part-time training delivered over 24 months
- ✓ Training locations across the UK

01908 442244 | hello@sava.co.uk | www.sava.co.uk/resettlement/

Sava
MAKING BUILDINGS BETTER

Are you ready to take the leap?

At some point in your military career, you may be faced with the opportunity of change or to continue serving in the Army.

Accustomed to the way of life in the Army, leaving the familiar often comes with a large sense of the unknown; however, The Development Initiative Ltd (TDI) assists in making the transition to civilian life an easier process. The company has a rich history of providing opportunities to former Army personnel in search of a new career path. Below, we chat to ex-serviceman, Nick Orr, who made the decision to leave the Army and pursue a career in the mine action industry.

Nick is currently a Project Manager for TDI, joining the company in late 2020. Qualified as a Royal Engineer, he began his career in the Army as a Sapper Combat Engineer and after twenty-three years, finished as a Regimental Sergeant Major (RSM) and a High Threat Improvised Explosive Device Disposal (IEDD) Operator. He has spent many years of his life deployed outside of the United Kingdom, serving in Her Majesty's Armed Forces and as a contractor. When he is not deployed, Nick lives in Castleford, West Yorkshire with his wife and three children.



YOU HAVE TRANSITIONED FROM A MILITARY CAREER TO THE MINE ACTION INDUSTRY; WHAT PROMPTED THIS CHANGE?

I was offered a Commission in the Army and the opportunity to to serve as a Captain. However, knowing my limitations and having sat as a Senior Soldier in an operationally demanding bomb disposal unit, I knew the position was not for me. The Army had changed over the years and I was looking for a new challenge; one that would be a lateral move yet engaging at every level.

When I left the Army in the summer of 2018, my first position was as an IEDD Operator in Iraq. I loved it however, it quickly became mundane. When the opportunity to progress to Project Manager with TDI presented itself, it was a natural transition for me. I enjoy the responsibility that comes with this role. There is not much that I have not already seen when I served as a Sergeant Major and if there is something new to me, I have the ability to roll with the punches as they say. I am very lucky; TDI was a great move for me.

HOW LONG HAD YOU WORKED IN THE MINE ACTION INDUSTRY BEFORE JOINING TDI?

It has been just over two years since I left the Army, progressing from an IEDD Operator to Team Leader. I then transitioned to a Senior Technical Advisor in the Mosul Area. Most of my military career was spent either conducting or teaching bomb disposal techniques. When the opportunity with TDI came up, there was no looking back!

ARE THERE ANY SIMILARITIES BETWEEN YOUR CURRENT ROLE WITH TDI AND THE ROLE THAT YOU HAD WITHIN THE ARMY?

My role as the Project Manager is to ensure that the team is prepared to meet all of the tasks



as stated in our contract. My team and I provide IEDD support and training. As a Sergeant Major in the Army, I had a very similar role. The only real difference I would say is that in my current role, I now have a budget to plan around.

WHAT ATTRACTED YOU TO THIS ROLE WITH TDI?

I have great freedom of manoeuvre in this role as Project Manager. When I joined TDI, I was told to run with this contract so I love that it is my trainset. For me personally, I try to lead by example for my team. I have not asked anything of my colleagues that I have not done myself in my career. I work with a like-minded team from all over the world who are mostly ex-soldiers or police, however, each of us have our own story.

YOU SAID THAT YOU WORK WITH PERSONNEL FROM ALL OVER THE WORLD. WHERE ARE SOME OF YOUR COLLEAGUES FROM?

Our team is made up of a few nationalities – personnel from the United Kingdom, Canada, Ukraine, Lebanon, Zimbabwe and the Ivory Coast. It is a real cultural mix out here.

WHAT WOULD YOU SAY IS THE MOST INTERESTING ELEMENT ABOUT WORKING IN YOUR CURRENT ROLE?

I do not go out to the field often as this is left to the IEDD Operators, however, I love making a difference where I can. Having spent a long time teaching bomb disposal in the Army, I always enjoy teaching and make sure that I can offer valuable information to others whenever possible.

IS THERE A FAMILIAR CAMARADERIE BETWEEN YOU AND YOUR COLLEAGUES? AS MOST OF YOU ARE EX-SOLDIERS OR FROM THE POLICE FORCE, YOU WOULD ALL BE ACCUSTOMED TO A CERTAIN WAY OF LIFE. DID THIS MAKE SETTLING INTO YOUR ROLE WITH TDI EASIER?

It is quite surprising how similar the banter and camaraderie is and it is something that I would not change. To anybody unaccustomed to such a way of life, it can be quite a shock to the system. For the rest of us, it is just affection. Everybody on the team, from IEDD Operators to Driver Assistants and Medics, has earned their spurs in combat by fighting a determined

enemy. I have found that it gives you a very different perspective of life, almost like a brotherhood.

YOU HAVE OBVIOUSLY MET MANY DIFFERENT PEOPLE SINCE JOINING TDI. IN REGARDS TO YOUR ROLE, IS THE TRAINING CAPACITY DIFFICULT?

I have met so many people since joining TDI. There are qualifications that I have never heard of and opportunities for everybody. Personally, my greatest challenge in this role is the multitude of languages that I have to overcome. I was proficient in Arabic last year and now I am learning French like I am 12 again!

For seven years of my career, I instructed in the Army on three separate occasions. However in this role, I find that I have to down my teaching and not be too hasty with the students. Not all of them are soldiers so they respond differently to instruction. Keeping this in mind, my team and I have a different approach for every situation. What we teach does not change, as the subject matter has remained the same for the last 30 years. The technology supporting it improves; however, the lexicon becomes more complex. Once the students understand the principles and philosophies underpinning bomb disposal, it is simple.

YOU HAVE BEEN DOING THIS LINE OF WORK FOR QUITE SOME TIME SO HOW DO YOU DEAL WITH THE DANGER ELEMENT OF YOUR JOB ON A DAY-TO-DAY BASIS. WHAT WOULD YOU SAY? IS THE GREATEST RISK/DANGER, IS IT SOMETHING OTHER THAN IEDS?

Whilst managing this project, I am not always out in the field with my team; however, I trust each team member and their judgement. By getting to know each of my colleagues and conducting weekly internal quality assessments, I know their limitations and their strengths. Other than the obvious IED attacks that could take place, one of my biggest risks is simply presentational. When things go wrong in the IED world, the situation can escalate quickly. The first report is the one that everybody believes and will be on a newspaper within several hours. This kind of negativity is something I aim to protect my team and TDI from. The only way to do this it through consistent training to a set standard that supports what TDI does.

HOW DO YOU KEEP IN TOUCH WITH THOSE AT HOME? WHAT ARE THE CHALLENGES OF KEEPING IN TOUCH?

I remember writing Bluey's to my wife twenty years ago.

The mail would take 3 weeks. Things have definitely come a long way since then!

The connectivity on my project is as good as at home in the United Kingdom so generally, I use whatever app my daughter tells me to. My youngest child is ten and I have missed a lot of him growing up however, I get to see him online every day, which helps us both. Funny how with such technology I only get a call when they want a new computer game or a new set of makeup!

WHAT IS THE GREATEST REWARD THAT YOU PERSONALLY EXPERIENCE BY WORKING FOR TDI?

For me, it is the trust that TDI put in me to run the current project that I am on. I love that we make a difference in somebody's life every day.

WHAT WOULD YOU SAY TO SOMEONE CONSIDERING JOINING TDI FOLLOWING A CAREER IN THE ARMY?

Go for it! Yes, there are many companies in this industry that will snap up the talent that leaves the Army, however, look at the whole package being offered. Take into consideration the insurance should you require it and look at the competency of the security



that is provided for you whilst working. For me, I weigh those three pillars up when I look at a new job contract. This is my fifth contract since leaving the Army in 2018 and TDI are easily the most employee centric company that I have worked with. I can see myself here until I finish contracting!

TDI aims to make the unnerving transition from the Army to civilian life a success for all who join us. There are career options outside of the Army and TDI provides the tools for you to branch into something new. To find out more, please contact us on info@thedevelopmentinitiative.com, or visit our website: www.thedevelopmentinitiative.com, on Twitter, [TDI18](https://twitter.com/TDI18) or our LinkedIn page, [The Development Initiative Ltd.](https://www.linkedin.com/company/the-development-initiative)



Since 2005, TDI has successfully provided services to organisations both in humanitarian and commercial sectors including landmine clearance, UXO disposal, MRE, IEDD and Search Training, Fleet Maintenance and Remote Logistics Solutions.

Apply now and join TDI.

TDI have contract positions available for Project Managers, EOD and IEDD Trainers and Mentors, Technical Field Managers, EOD qualified staff, Mechanics, Engineers, Medics and all associated support personnel.

Contact us on:

info@thedevelopmentinitiative.com | [twitter/TDI18](https://twitter.com/TDI18) | www.thedevelopmentinitiative.com/job-opportunities/





Why should your next career move be 3D printing?

3D Printing is the fastest growing manufacturing sector on the planet and will change how things are made.

3D printing (or Additive Manufacturing) is currently the fastest growing manufacturing sector on the planet and is the future of manufacturing.

IMPORTANCE OF 3D PRINTING

3D Printing has been identified as a major UK skills gap and the UK government have invested millions into funding Rapid Upskilling courses to address these key digital manufacturing skills gaps

INTRODUCTION TO 3D 360 AND WHY CHOOSE US FOR TRAINING

3D 360 was born out of industry and because of our extensive knowledge of design and digital manufacturing, 3D 360 were approached to advise the UK government on how to quickly address the major skills shortages in digital manufacturing and how the UK can provide trained employees to support industry 4.0

HIGH VALUE MANUFACTURING CATAPULT (HVMC)

3D 360 worked with the HVMC to deliver the UK's first Emerging Skills Project training courses in Additive Manufacturing. 3D 360 delivered the entire AM UK pilot scheme and half of the Electric Vehicle programme. 3D 360 is currently the only UK training provider delivering the ESP short rapidly upskilling courses in AM.

Employed and Live or Work in Greater Manchester? Get Fully funded training with a Free 3D Printer

GREATER MANCHESTER

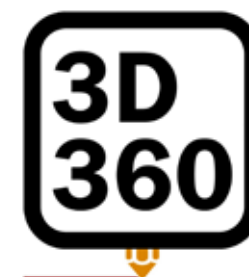
DIGITAL CAREERS UPSKILL PROGRAMME (DCUP)

2021 - DCUP scheme was rolled out in Manchester to up skill the GMCA workforce in digital skills.

3D 360 were privileged in being selected to deliver fully funded 3D printing and 3D CAD training to the workforce of Greater Manchester. Our "Seems too good to be true" Full funded course in 3D Printing and 3D CAD offers the following

- **2,3 or 5 days of face to face, fully funded training**
- Free Creality Ender 3, 3D printer for every learner
- Plus, free Lunch too.

Learners pay nothing for training, 3D printer or sandwiches!



GREATER MANCHESTER

DIGITAL CAREERS UPSKILL PROGRAMME (DCUP)

3D 360 is also the only training provider delivering fully funded 3D printing and 3D CAD training courses to the workforce of Greater Manchester and since starting in November 2021 have trained over 200 people.

Over 65 of these being teachers and each teacher got a printer to take back to school to educate the next generation in digital manufacturing and 3D printing

DCUP is funded by the European Social Fund, this initiative is open to any employees working or living within the GMCA region.

The Wigan sensory team who provides care for blind people of Wigan took advantage of the training and sent 10 of their team on the course The team now use 3D printers to print Brail tablets, Brail dice and other training objects.

SKILLS BOOTCAMPS ARE COMING SOON!

3D 360 currently have 4 industry supported skills bootcamp bids awaiting final stage conformation with the GMCA and a further 2 with Cumbria.

The Bootcamps are a 60-hour, 10-week training programme. The courses are subsidised dependent on situation Unemployed or self-employed receive fully funded training, SME's under 250 employees - 90% funded OEM's over 250 employees - 70% Funded

RETAIL AND TECHNICAL

3D 360 also sell, repair and upgrade 3D printers. Implementation of 3D printing into production and printer cell and farms specialists.

HOW ARE THE US MILITARY USING 3D PRINTING

3D printing pods housed inside a standard shipping container for easy transportation are designed to be deployed in combat zones and disaster relief areas.



3D PRINTED SUBMARINE

In July of 2020 the US military revealed their first 3D printed submarine hull. It was made in four weeks as opposed to the 5 months it would take to build one otherwise, and cut production costs by 90%.



Career Opportunities for Armed Forces Personnel

FULLY FUNDED, FREE 3D PRINTER & 3D CAD TRAINING

To Qualify for ESF GMCA Funded training you must
(European Social Fund) (Greater Manchester Combined Authority)

- Live or work in the GMCA
Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan
- Not received any other ESF funded training
- Be in Employment
- Be over 16

CREALITY
Ender 3



Available GMCA Funded courses

- 2 & 3 Day - 3D Printer Build & Operator
- 3 Day - 3D CAD Design Using Fusion 360
- 5 Day - 3D Printer & 3D CAD Combination

For details on Dates, Availability & Courses

Email training@3d360printer.co.uk or call us on 01942 901 360

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ON BEHALF OF
SKILLS FOR
GROWTH

FUNDED BY
European Union
European Social Fund

TRAINED BY
3D 360

US MARINES TRAIN IN BASIC COMPUTER AIDED DESIGN AND 3D PRINTING

The US Marine Corps is training Marines to use 3D printing, equipping them with the skills to quickly fix equipment malfunctions on the battlefield and allowing them to produce custom parts on-demand.



3D 360 have the ability and technical knowledge to educate current military personnel or service leavers on the benefits on 3D printing and digital manufacturing. 3D 360 also offer engineering design services and training on how to design components for 3D printing. For more details go to www.3d360printer.co.uk



Military Multi-Award-Winning Charity Building Heroes Opens A New Academy in partnership with Regal London at the Wembley site

Held at Regal London's new Fulton & Fifth development site, Cllr Muhammed Butt, Leader of Brent Council, was delighted to present the first cohort of learners with their Graduation Certificates following the completion of the five-week Building Heroes programme.

The College of Haringey, Enfield and North East London (CONEL), part of CCCG, provides onsite training for the programme. Learners study for a Construction Skills Level 1 Diploma and a Health and Safety Level 1 Award, along with training to gain a CSCS card to enable them to work on building sites.

Established in 2014, Building Heroes is the UK's leading award-winning military charity dedicated to supporting service leavers, veterans, reservists and military families with training and employment support to provide access to a new career in construction.

The Academies at Regal London's Fulton & Fifth site in Wembley and The Clarendon in Watford provide a supportive environment for learners to experience the construction industry first-hand, ultimately providing invaluable professional and personal skills. The programme has been such a success that many of the Wembley Academy cohorts plan to progress into construction-based careers.

In addition to the Wembley Academy, Building Heroes, Regal London, and CCCG run the Watford

Building Heroes, together with Regal London and training delivery partner Capital City College Group (CCCG), celebrated the opening of the second Regal London Real Estate Academy in Wembley on Friday, February 10th, following the success of the first programme.

Academy, which opened in April 2022. Building Heroes was proud to open this ground-breaking facility in the same month as being recognised for providing social mobility programmes that help people transition into successful working lives, receiving the Queen's Award for Enterprise - Promoting Opportunity.

Since opening, the Watford Academy has reskilled five cohorts and celebrated their successful graduations. Simon Hewitt joined the September 2022 cohort, a veteran who served six years within Rifles and twelve years as a Reservist.

He commented: "Despite retiring from full-time employment a few years ago, I found myself feeling quite isolated and decided I would like to access a new industry. The Building Heroes Academy in Watford presented a perfect fit and enabled me to gain new skills and access the vast employment opportunities linked to the programme. Following the

graduation event, Regal London offered me the chance to work within their team as a logistics manager, overseeing several responsibilities of some of the sub-contractors. In addition, Regal are supporting me with further training courses including fire marshal, site supervision and health and safety."

The Wembley Academy hosts cohorts of 10 learners from military backgrounds and other underrepresented groups. The Academy looks forward to the next cohort commencing this month's end.

Jonathan Seal, CEO Regal London, "Our work creating the Regal London Real Estate Academies with Building Heroes is really important to us, and we're deeply committed to continuing to support the incredible work it does with those from the armed forces and wider groups of local people. To be able to share our skills and knowledge is a great privilege, and we look forward to continuing

our relationship in Wembley and Watford, supporting new entrants into our exciting industry."

Karen Jefford, Building Heroes CEO, said: "In celebrating this opening event with our partners, we couldn't be prouder of how this new training academy will benefit and support the career transitions for learners from our military community and other local underrepresented groups.

"Building Heroes currently has the capacity to provide training programmes for up to 1000 learners per year across England, delivering up to £30 million of Social Value, and we are excited to look forward to opening two further academies in the next two months, with more to follow throughout 2023.

Cllr Muhammed Butt, Leader of LB Brent, comments: "The partnership between Regal London and Building heroes for the Wembley Real Estate Academy, is a testament to the power of communities coming together to share skills and knowledge. The education the learners have received has been invaluable and having met the learners on site at Regals' Fulton and Fifth, it was clear what a positive difference their new qualifications and skills will make to their employment prospects. I'm looking forward to hearing how the learners progress thanks to their training and watching Fulton and Fifth flourish into a desirable location for new homes and green space."



Forces Pension Society applauds government commitment to Armed Forces pensions

Announcing its membership the Government's 10.1% increase in Armed Forces pensions in payment, the Society stressed the importance of pensions in the contract with those serving their country.

Maj Gen Neil Marshall, CEO of the Forces Pension Society, said: "The Government has done the right thing by linking this pension increase to the Consumer Prices Index. It's a decision we endorse entirely. For veterans and those serving, pensions represent a hugely significant element of their overall remuneration package. A decent pension provides a vital springboard

for a second career outside the Services and, ultimately, the platform for a dignified retirement.

"From our vantage point on the representative bodies for Armed Forces and Public Services Pensions, we constantly remind those in positions of authority, of the Armed Forces' contribution to the defence of our nation and its values, and the role the pension plays in sustaining operational capability and retention."

The Society also expressed its satisfaction with the award of 7% in line with Average Weekly Earnings applied to AFPS15 to increase (revalue) previous years of accrual for those still serving.

The Forces Pension Society recently announced record membership numbers of more than 65,000 and record numbers of Members' pension enquiries dealt with by the experts in their Forces Pensions Consultants team. Maj Gen Marshall added:

"It's hugely gratifying to see such growth in our membership as more and more in the Serving community take an active interest in their Armed Forces pension for themselves and their families. Veterans too have increasingly come to appreciate the value of supporting the Society since issues such as the AFPS15 Remedy (McCloud) can have a significant impact on their retirement even after they've left."



CHAMPIONING
ARMED FORCES PENSIONS
SINCE 1946



If you would like to find out more about the Forces Pension Society's work and how guidance from its Forces Pensions Consultants might support you, visit www.forcespensionsociety.org



State pensions

Since 2016, when the new Single Tier Pension was introduced requiring you to pay higher NICs, the criterion has required 35 years' worth of NICs to qualify for the full Single Tier Pension.



You all pay National Insurance Contributions (NICs) towards your State Pension and in this article Mary Petley of the Forces Pension Society explains how your State Pension keeps its value.



If you contribute for more than 10 years (about 8 of which must be at the higher rate) but less than 35, you will receive a proportion of the full Single Tier rate commensurate with the NICs you have paid. Anyone who has less than 10 years' contributions in total or from April 2016 will not qualify for anything from this scheme.

In 2010 a formula called the 'Triple Lock' was introduced to calculate the annual increase to State Pensions. The 'Triple Lock' mechanism, which has been used every year except 2022 when COVID 19 distorted the figures, provides for an increase worth the best of: 2.5%; Consumer Price Index (CPI); or Average Pay growth.

That means, using this formula, that the Single Tier Pension will rise by 10.1% (which was the CPI rate announced by the Government in October 2022) in April giving a revised rate of £203.85 per week (just over £10,600 per year).

You are probably a long way from reaching your State Pension

Age (SPA) but it is not a bad idea to check your contribution record. You could do this by writing to the National Insurance Contributions Office at: The Pension Service 9, Mail Handling Site A Wolverhampton WV98 1LU

Alternatively, you could check online at: <https://www.tax.service.gov.uk/check-your-state-pension>.

If you have had no breaks in your Armed Forces service, your NIC record for that period should be complete. If it is not, you need to challenge it and you will probably need the help of DBS to prove what has been paid on your behalf. If there are gaps in your record that should be there – for example, you took an unpaid career break – you can buy back up to 6 years NIC 'cover' by means of paying Voluntary Contributions (Class 3 NICs). More information about Voluntary Contributions can be found at <https://www.gov.uk/voluntary-national-insurance-contributions>.

Finally, SPA can change, so it is a good idea to check yours from time to time. It is quick and

easy to do. Visit <https://www.gov.uk/state-pension-age> to keep yours under review. You can also obtain a State Pension forecast on line at <https://www.gov.uk/check-state-pension> – and this could be of particular interest to those of you who will not have paid the higher rate of NICs long enough to qualify for the full Single Tier Pension rate and do not intend working or paying Voluntary Contributions once they leave the Armed Forces.



If you are a Member of the Forces Pension Society and have pension-related questions, contact pensionenquiries@forpen.co.uk.

If you are not a Member but would like to learn more about us, visit www.forcespensionsociety.org

Employees who volunteer as magistrates prove good for business

With new government data showing seven million people took part in volunteering between 2021-22*, the Ministry of Justice (MoJ) is calling on more employers to join the hundreds who are already feeling the business boost and encourage staff to volunteer as magistrates.

Over 12,000 magistrates currently volunteer across England and Wales and are developing transferrable skills such as critical analysis, complex problem solving and mediation. And according to MoJ research,** 55% of decision-making employers think employees who also serve as magistrates will develop better soft or professional skills.

In fact, HR and business leaders report the top qualities of their staff, who are magistrates, as having sound judgement (89%) and effective decision-making skills (81%).

Supporting staff to volunteer can also boost recruitment. Evidence suggests people are more likely

to want to work for organisations that give back to society.

Furthermore, having a magistrate as an employee offers organisations the win-win of attracting and retaining talent. Nearly one in ten volunteers recognise it as a way to 'get on in their career', so employer support is likely to be welcomed.

Pam Sheemar, a magistrate and NatWest employee, said: "I am passionate about being a magistrate as it is important for the court system to reflect the communities and people it serves. I have never looked back after six years of service and would encourage anyone who wants to support their community to get involved."

While 84% of business decision-makers would be generally supportive if an employee wanted to be a magistrate, research from the MoJ suggests some employers may need more awareness of how volunteering as a magistrate will impact their business. Only 66% of decision-makers said they knew what

a magistrate is and does, and 56% were unaware that magistrates only need to be in court 13 days a year.

In reality, many magistrates fulfil this crucial role alongside full-time employment and caring responsibilities.

Through targeted marketing, the MoJ and the Judiciary aim to put a spotlight on the role of a magistrate and attract 4,000 new volunteers across England and Wales. This recruitment drive is the largest in the history of the magistracy.

Deputy Prime Minister, Lord Chancellor and Secretary of State for Justice, Dominic Raab, said: "Magistrates play a vital role in our justice system and develop a range of skills when undertaking training and making important court decisions that are invaluable in the workplace."

"They bring these to bear for their employers, bringing significant benefits to the businesses they work for."

Employers, by law, must allow an employee who is a magistrate reasonable time off work to carry out their duties. Volunteering staff will have to be in court at least 13 days, or 26 half-days a year, but since a judicial rota is provided well in advance, there will be plenty of time to plan and agree on time off.

While employers are not required to pay employees for their magistrate work, many choose to. However, magistrates not being paid by their

employers can claim an allowance from a court for loss of earnings.

Dipesh Mistry, Chair of the NatWest Midlands and East Regional Board, said: "NatWest is committed to supporting and giving back to the communities we operate in."

"The Ministry of Justice's recruitment drive and the qualities they are looking for in people who will become great magistrates align with our values as an organisation to be inclusive, curious and robust."

"By encouraging our employees to volunteer as magistrates, not only are they creating positive change for their community and reflecting our values, but they are able to build skills which benefit our business such as decision making and teamwork."

Volunteering as a magistrate is open to most of the workforce. No legal qualifications or experience is required, and an individual's level of education is no barrier. Anyone aged between 18 and 74 that wants to challenge themselves, develop new skills and create positive change for the good of their community can be a magistrate.

Volunteers will work closely with two other magistrates and a legal advisor, who offers guidance on the law. Vacancies in many regions are now open. Anyone wanting to apply, or to be notified when a vacancy opens in their region, should visit the magistrate recruitment site [2] for more information.

I can be a magistrate

- Employers stand to benefit from skills staff acquire through magistrate training
- The Judiciary of England and Wales and Ministry of Justice appeal to employers to support the search for 4,000 more magistrates
- Applications are now open for anyone looking to volunteer: icanbeamagistrate.co.uk [1]



Be Part of the Heart of the RAF Family

For over 100 years, those who serve in the Royal Air Force have been ready to protect us and those we cherish. But who will protect them and their families, in their hour of need?



The RAF Benevolent Fund has been supporting members of our RAF Family through thick and thin providing practical, emotional, and financial support whenever they need us. As an independent charity, the RAF Benevolent Fund receive no regular government funding so rely entirely on the generosity of our supporters to continue our work. One of the biggest ways that makes a lasting difference are gifts left in Wills.

Gifts in Wills, or Legacy Giving, supports over half of all the work the Fund does to support the RAF Family. These generous gifts mean that we can help people like Stephen.

"I don't know how I'd have coped without the Fund."

RAF Veteran Stephen Pratley is a former Air Steward at RAF Brize Norton. However, in 1993 he was diagnosed with muscular dystrophy: a genetic disease that weakens muscle and makes him tired, for which there is no cure. Stephen desperately wanted to carry on, but after 18 years of service, he was medically discharged.

He was told that he would be in a wheelchair in just a couple of years. With a mortgage to pay and two young children and his wife to support, the future was worrying and uncertain, until Stephen got in contact with the RAF Benevolent Fund.

With our help, Stephen was able to apply for housing support and bought him a specially adapted house, and a wheelchair when he could no longer walk. We even levelled out our garden and removed the steps. Anything he needed, the Fund was there. It was a huge relief for him and his family.



"I would say to anyone thinking of donating to the Fund or leaving a legacy – please do so – they are a sincere, generous and caring organisation."

Charlie Rose and sister Georgina were left in shock when they found their mother, Davina, collapsed on the floor and in need of paramedic care in summer 2021: she was found to have sepsis due to a severe kidney infection. It was touch and go for 24 hours. Following an RAF Benevolent Fund post on social media, Charlie contacted the Fund, to see if there were any chance her late father's RAF service would entitle her mother to some help.

Despite there being over 70 years since her father served in the RAF, her mother Davina, is still eligible for support from the Fund. Davina's husband Caleb Griffiths joined the RAF during the Second World War in 1941. Eager to become a pilot, Caleb enthusiastically pursued his career as an RAF Flight Lieutenant and flew various aircraft during the war including the Mosquito and the Walrus.

Caleb passed away in December 2006. Davina has lived alone since then although her daughters and grandsons live close by. Following her illness, Davina has since been supported by the RAF Benevolent Fund with a fuel grant of £530 to help with energy costs, and a bespoke riser recliner chair. We pride ourselves on being there for the RAF Family, whenever they need us, and you can be there for them too.

FUTURE NEED

None of this support for Stephen, Davina, and others, would be possible without the kind gifts left in Wills. These gifts help the Fund do so much of its amazing work and if you decide to leave a gift in your Will, you'll be at the heart of the RAF Family for years to come. For people of all ages, those who are serving now, have served, or will serve in the future: whatever someone in the RAF Family needs, the Fund is there.

In 2022, we have seen an 11% increase in the numbers of people we were able to help from 2021 and our requests for listening and counselling services alone have increased by 52% compared to the previous year. This means the Fund is pooling more resources into providing support for the RAF Family in these unprecedented times. Whatever the future need, leaving a gift in your Will to the RAF Benevolent Fund ensures that we will be there to help everyone, no matter what. You can make that happen.

PEACE OF MIND

Writing your Will is so important and having provided for your loved ones, please do consider leaving a gift to the RAF Benevolent Fund. Your support is vital to our work and if you are proud to be part of the RAF Family, this is an easy way to make sure you are part of the heart long into the future.

Every gift is valuable to us, no matter the size or the reason why you choose to leave it. Be it a close personal connection or simply a deep admiration – for how the RAF has defended freedoms for all our families, for generation upon generation. In the Battle of Britain. In today's uncertain world and long into the future. Your kindness will mean we will always think of you as family and remember the selfless way you chose to look out for the futures of our brave RAF people and those dear to them.



"I don't know how I'd have coped without the Fund."



"I would say to anyone thinking of donating to the Fund or leaving a legacy, please do so, they are a sincere, generous and caring organisation."

For more information or to discuss any questions you may have, please do get in touch with our friendly Gifts in Wills team and request your FREE guide to leaving a lasting gift in your Will to the RAF Benevolent Fund. Just call **0333 355 1081** or visit **rafbf.org/heart**



Alcoholics Anonymous

National Helpline 0800 917 7650

www.alcoholics-anonymous.org.uk

Alcoholics Anonymous has over 4,400 groups throughout Great Britain dedicated to helping those with a serious alcohol problem learn how to stay sober. Groups are made up of people from all walks of life and all age groups. Through friendship and mutual support, members assist each other in coping which is made easier by meeting others with the same problem. There are no dues or fees for membership and anonymity is carefully preserved.

Anyone who believes they have a drink problem can contact Alcoholics Anonymous by using the helpline number above or email; help@aamail.org

Further information may be obtained from the web site above or from the General Service Office at the address below.

For information:
P.O. Box 1, 10 Toft Green, York. YO1 7NJ
Tel: 01904 644 026

Drinking on the Job...

AA is concerned solely with the personal recovery and continued sobriety of individual alcoholics who turn to the Fellowship for help.

AA experience has always been made available freely to all who sought it.

Do you want help with a drinking problem?

If alcohol is costing you more than money, then call us today in complete confidence on 0800 9177 650, or email us at

help@alcoholics-anonymous.org.uk

"My 10 year old daughter succumbed to cancer....my drinking rocketed...I learnt to use drink to numb the pain. Then followed a dark period in my life...extended periods of diagnosed depression and marriage break up. I finally admitted to occupational health that I needed help – the response was supportive and nothing like I expected I was offered a place in re-hab, and introduced to Alcoholics Anonymous."

I am now approaching six years of continuous sobriety. I retired from the Police Service sober after 30 years' service and now work with others trying to recover from alcoholism"

Former Detective Inspector



"I had a good job, a wonderful family and home...but the lost days and lost peace of mind for my wife was a greater cost. I was a 'functioning alcoholic' - I worked well and professionally as a police officer, in several specialist roles and with promotions."

"I hid bottles around the house to drink when my wife was busy... The next morning was always a panic, to check that the bottles were still hidden."

"My rock bottom came after a weekend lost in four bottles of gin and the following morning I rang AA. I admitted to my wife and my two daughters that I was an alcoholic and they helped me get to my first meeting. I knew at the end of that meeting that I'd found the right place".

Former Inspector

"My wife had left home; I'd been assaulted in the town centre a few days later and hadn't defended myself for the first time; my emotional life was becoming even more unmanageable. I was forced into accepting that I couldn't drink safely. Like a blinding glimpse of the obvious, the answer was 'Don't Drink!' How to do it? I became committed to AA..."

Former Superintendent

 **Alcoholics Anonymous**
OUR PRIMARY PURPOSE IS TO SOBER OURSELVES AND HELP OTHERS TO ACHIEVE SOBRIETY

YOU DON'T HAVE TO LIVE HERE TO CALL US!

THE ONLY REQUIREMENT IS A DESIRE TO STOP DRINKING

0800 917 7650

GO ONLINE AT: alcoholics-anonymous.org.uk

Griffin

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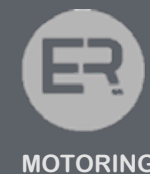
We are the Official Military & Diplomatic Specialists for Renault, Skoda, SEAT, Audi, Mercedes-Benz, LOTUS, Mazda, Peugeot, Hyundai, KIA, Honda, Alfa Romeo, Fiat, Abarth, Jeep, Citroen, DS, Nissan, Subaru, and Isuzu.

We have a simple and straight forward approach with no hard sell. We like to look after our customers, giving them the right advice on what is good to buy and what is not. Our customers in return look after us by coming back time and time again, as well as referring their friends and colleagues.

We are proud and humbled to have been awarded the highest honour a company can be given by the MOD. Our commitment to our Armed Forces is key to everything we do. Being owned and operated by ex-military personnel we are more aware than most of the rigours of military life, and the lifestyle changes in leaving the military and starting afresh in the civilian world.

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Our part buy - part rent scheme means you buy a share of a newly built home and pay a low monthly rent on the part you don't buy. Your budget decides the size of your share, rather than the size of your home.

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Benefits for members of the armed forces:

Deployment



You have the option to sublet your entire home if posted (subject to mortgage lenders approval)

Options



The Home Reach scheme can be used in conjunction with Forces Help to Buy and FAM payments



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1 & 2-bedroom homes
50% shares from £74,975*



Wheatriggs Court

Milfield, NE71 6HY

3-bedroom homes
50% shares from £81,998*



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3-bedroom homes
50% shares from £125,000*



Tara Fields

East Ayton, YO13 9HZ

4-bedroom homes
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Haygate Fields

Wellington, TF1 2DA

3-bedroom homes
50% shares from £124,998*



Bayard Plaza

Peterborough, PE1 1RX

2-bedroom homes
50% shares from £93,750*



Oaklands

Hardwicke, GL2 4DX

2-bedroom homes
50% shares from £130,000*



Four Mills

Stotfold, SG5 4HB

2, 3 & 4-bedroom homes
50% shares from £160,590*



Monument View

Wellington, TA21 9RL

3-bedroom homes
40% shares from £122,000*



Longhedge Village

Salisbury, SP4 6SL

3-bedroom homes
50% shares from £214,383*



Whiteley Meadows

Whiteley, SO30 2HB

2-bedroom homes
50% shares from £156,500*



Savoy Place

Farnborough, GU14 7LZ

1 & 2-bedroom homes
50% shares from £115,000*

To find out more about Home Reach and discover the new homes available in your area

visit: homereach.org.uk call: 020 3744 0415

* Example price for illustration only. Please speak to the development for plot and price information. Shares up to 75% available, depending on your affordability. Shared ownership eligibility criteria will apply. Starting shares vary across plots and depends on affordability. Home Reach uses a Government standard shared ownership lease, rent on the unsold share is charged at 2.75% and increases annually by RPI + 0.5%, the monthly lease management fee increases annually by RPI. **New reservations only. Must provide valid Armed Forces ID, presented at the time of reserving and a copy sent with a reservation form. No cash alternative and will be deducted from the completion.

HOME REACH
The Key to Home Ownership



The British Franchise Association

You may be considering joining a franchise as your next career move, which is great. The British Franchise Association are on hand to help you prepare to ask the right questions and make the right choice for you.



WHAT IS FRANCHISING?

Business format franchising is the granting of a license by one person (the franchisor) to another (the franchisee), which entitles the franchisee to trade under the trade mark/trade name of the franchisor. This agreement also allows franchisees to make use of a comprehensive training package, consisting of all of the necessary information to enable a previously untrained person to establish a business using the brands format with continued support from the franchisor.

WHO ARE THE BRITISH FRANCHISE ASSOCIATION?

The British Franchise Association (bfa) was established in 1977 and is the only voluntary self-accrediting body for the UK franchise sector. Its aim is to promote ethical franchising practice in the UK and help the industry develop credibility, influence and favourable circumstance for growth. It does this with a self-regulatory, standards based approach to membership of the association. In addition the bfa works to increase the awareness of ethical franchising by communicating with government, academia, the media and the UK public on what constitutes franchising best practice.

WHAT CONSTITUTES A 'GOOD' FRANCHISE?

Simply put, a 'good' franchise will protect the interests of their franchisees whilst supplying the agreed training and ongoing support for any franchisee trading under their proven business model. As franchising in the UK is unregulated, there are franchises around that fall short of any or all of these characteristics and this is why it is important for you to do your research before handing over any money or signing a legally binding contract.

All members of the bfa have undergone and passed the bfa's rigorous accreditation process. These brands then agree to abide by the bfa's rules of membership and periodic reaccreditation of their brand as standard. To complete this accreditation process, the bfa's accreditation team review the brands promotional materials, check they can evidence their financial projections, survey the franchisee network and check the franchise agreement with a bfa accredited legal advisor. This detailed process is designed to filter out the brands who do not meet the bfa's standards. As a result, brands do not always pass their accreditation the first time. The bfa then provide feedback on what changes or improvements need to be made

WHAT CHECKS SHOULD I MAKE BEFORE I JOIN A FRANCHISE?

What checks shouldn't you make should be the question! As mentioned before, prospective franchisees invest time and money into building a business under an already established brand; therefore it is important that they are comfortable that the brand is worthy of that commitment.

Check them out online: The World Wide Web is incredibly powerful tool to utilise when finding out more about a brand's reputation. With social media and customer reviews so easily accessible you are able to not only see whether a brand has developed a negative reputation for their franchise operation, but also whether their network of franchisees are helping to build a positive brand image through their customer service – after all who wants to join an operation with a network of franchisees that are damaging the brands reputation?

That being said, do bear in mind that there are always two sides to the story. Do bring any concerns raised during online research to the franchisors attention. They may have a good explanation for what you found or alternatively,

to meet these standards, thus enabling franchisors to improve their franchise offering for the benefit of their whole network.

Not being a member of the bfa does not mean that a franchise brand is not 'good'. bfa membership is voluntary and there can be a number of reasons that brands choose not to join membership. However, it is incredibly important when considering joining a franchise to complete your due diligence to ensure the brand is right for you before you commit – especially if the brand has not undergone bfa accreditation.

You can view a full list of bfa members on the bfa website here:
www.thebfa.org/members



www.easyresettlement.com



they could convince you that their brand is not where you want to place your trust and funds.

Ask them detailed questions:

To name a few: how long did the business operate before they franchised? How long have they been franchising? How many franchisees are currently operating? Have many franchises failed whilst trading under the brand? These can feel like tough questions to ask, however, it is incredibly important that you ask them. Firstly, you can find out a lot about a franchisor from how

transparent and forthcoming they are when answering these questions. Secondly, a 'good' franchisor will be selective about who they introduce into their network, being prepared with sensible and detailed questions proves commitment to the franchisor.

For more questions to ask a franchisor during your initial meetings, visit the bfa website and read 50 questions to ask a franchisor:
www.thebfa.org/join-a-franchise

Speak to existing franchisees:

This is a crucial step to check what training and ongoing support is

WHAT ARE THE BENEFITS OF JOINING A FRANCHISE?

There is no guarantee of success no matter what type of business you are starting. However, business churn rates in franchising are low at just 4.6%1, 1.6% of which accounts for retirement. Franchising has proven itself to be a fantastic route to self-employment and business ownership, with 44,2001 businesses in the UK owned by franchisees. More than half of these franchisees are reporting that their businesses are achieving an annual turnover of over £250,0001. Besides the financial rewards, franchised businesses are also creating jobs for their local communities, with 621,0001 people employed in franchising.

A great feature of franchising is that franchisees often do not need previous experience in the sector they are joining, this is because the franchisor will provide comprehensive training and ongoing support to help the franchisee build and grow their business. The flexibility of franchising is allowing a variety of motivated individuals the opportunity to own their own business, including mothers who are returning to work. The plethora of franchise opportunities available cover a variety of sectors and models. As a result, franchisees are able to decide whether they would like a business that requires a larger time commitment in exchange for greater financial rewards and opportunity for business growth, or whether they would like a more

flexible business that fits around their family commitments whilst still providing a fulfilling career.

The biggest benefit of all is that the business model has been proven. This means that the franchisor has traded under their model to test the model and calculate their financial projections. As a result, the franchisor will have learned from mistakes made in their own business, this enables them to provide training and support to ensure their franchisees can avoid repeating these mistakes. Use of a proven business model is also looked upon favourably by banks when they are considering lending to a prospective franchisee as opposed to an individual starting a private company.

WHAT DOES THE BFA OFFER TO HELP PROSPECTIVE FRANCHISEES MAKE THE RIGHT CHOICE?

There are a host of resources available on the bfa website designed to help franchisees prepare to make this big choice. The bfa have developed a free online course in association with Lloyd's Bank to help prospective franchisees build a strong foundation of knowledge. The Prospect Franchisee Certificate is easily accessible, modular and can be completed at your own pace. At the end of the course, you will be able to print a certificate to show that you have taken the time to learn about franchising and what it could mean for you.

received once the franchise agreement has been signed. Don't be fooled into only speaking to the franchisors favourites, they should be willing to allow you to choose from a list of their franchisees which you would like to speak to. You may wish to ask to choose from lists of their top performers, average performers and under performers to determine how they support received is adapted to the requirements of their franchisee.

Request evidence of financial projections: It is inevitable that a brand will indicate to you how much money you can expect to make whilst trading under their model and brand. Before you trust these projections, request to see evidence that these have previously been met.

At this stage it is fairly common for a franchisor to ask for a refundable deposit before they reveal their financials to a prospect. This must be refundable and is usually refundable less any reasonable expenses. Reasonable expenses are genuine costs such as, paying a surveyor to scope out locations in your local territory, not administration charges

for answering your questions. This refundable deposit will be returned to you if you decide the proposition is not for you. If you decide to proceed to invest in the franchise, this will usually be deducted from the franchise fee you pay at the start.
Get the franchise agreement checked: The bfa can't stress enough how important it is not to skip this step. This legally binding document will form the basis of your business relationship for the duration of the contract. A single document that details both the franchisor and franchisee responsibilities, as well as what protections are in place to prevent you from being terminated from the network without cause.

For a full list of bfa accredited solicitors who specialise in franchising, visit the bfa website:
www.thebfa.org/members



ARE THERE ANY DISADVANTAGES TO JOINING A FRANCHISE?

Joining a franchise brand does not grant you a license to print money. Starting a new business requires an investment of time and money that should be expected. However, some prospective franchisees fall into the trap of joining a brand without doing much research and begin their journey with

unrealistic expectations. This is why bfa member brands are looked upon favourably by prospective franchisees, not only have they undergone a voluntary accreditation process, they have also committed to running an ethical operation and encourage franchisees to ask questions that will be answered with transparency before the agreement is final.



To find out more about joining a franchise, visit the bfa website: www.thebfa.org



Ex-military travel franchisee marches toward being a millionaire

A former Royal Engineer staff sergeant has swapped the military for the Travel Franchise and landed a £1 million booking in the first three months of trading.



Moses McLaughlin, who started his Travel Franchise business in July 2021, could not have asked for a better start to his new business after landing a £1 million booking in the first few months. Since then, his business has been booming, and he now runs an £800k a year business and is looking to smash the £1 million revenue barrier by the end of the year. Moses served in the Royal Engineers between 1980-2003,

and did tours of duty in the Falklands, Northern Ireland, Bosnia, and Iraq. Upon leaving he had a highly successful career in the payments industry before setting up his travel business with The Travel Franchise in 2021.

Moses who lives in Bury St Edmunds and has clients all over the UK, explains: "Since starting my Travel Franchise in 2021 business has gone very well. I had no travel experience prior to starting, but the training and support have been exceptional, and it enabled me to really hit the ground running and reach my 2022 targets."

"I got to a stage in my career, that I wanted to start my own business, but a business that I would enjoy and be a challenge. I saw a real opportunity with the Travel Franchise that would enable me to achieve my aim. My target for the first year of trading was £100k revenue, to date, this has been exceeded. I now run an £800k

revenue business and am looking to achieve £1m-plus by year-end."

Moses adds: "After just three months in travel I had captured a £1 million booking and have secured lucrative contracts with a cruise company and within the music industry that ensures I will have a bright and profitable future in travel. I am a man on a mission, and I am looking to break many records within Not Just Travel!"

DEMAND FOR TRAVEL FRANCHISE CONTINUES TO SOAR

Demand for The Travel Franchise has continued to grow, with 2022 being its best ever year so far. By July 2022 the company had achieved more sales than it managed in the whole of 2021, with year-on-year sales growing by a huge 151%. In the last two years, the business has also taken on 135 new franchisees.

Jenny Farenden, Head of Franchise Marketing at The Travel Franchise explains: "Confidence in the travel industry has remained high over the last few years, but it has gone through the roof in 2022. This is easily our best ever year, and our franchisees are

really reaping the benefits. It has never been a better time to come on board, as people are prioritising travel and holidays again after all they have been through over the last couple of years. We really have seen huge growth, and this is set to continue as already we have customers booking up for next year, and even the year after that."

The Travel Franchise enables people to operate their own travel agent business from home without the risk of going it alone, and unlike many of its competitors, franchisees do not need any travel agent experience or qualifications to join.

Jenny Farenden, adds: "We are one of the lowest risk franchises in the market. The Travel Franchise gives people the opportunity to become a personal travel consultant by owning an instant travel agency business from home. No travel industry experience is needed, as all our franchisees are given all the training, tools and technology needed to succeed. The business has been designed to fit round your lifestyle and can be done on a part-time or full-time basis, with 99% of our franchisees working from home. The business model

is simple, we earn as you earn, so franchisees leverage all our experience and skills and have the backing of a multi award winning and multi million pound company behind them. Our central team takes care of all the paperwork and admin associated with bookings so that our franchisees can focus fully on their clients.

"We ask all our prospective franchisees a few simple questions. Including, do you love travel? Do you want to become your own boss and get everything you need to start your own travel business, with uncapped earnings and work when, how, and where you want? Our franchise model comes complete with everything you need to start earning money from day one. Including initial training, ongoing support, a personal partnership mentor, millions of holiday choices, specialist travel agent software, marketing materials on-line and off-line, and weekly webinars."

As a company The Travel Franchise has massively invested in the franchise this year with over £1 million invested in staff alone. It has greatly increased the numbers in its support team, meaning no other travel franchise has as many support staff per number of franchisees. It is also

launching a new Cruise Mastery programme, a new holiday deals app, improvements to its bespoke business management software, plus new marketing toolkits. The Travel Franchise prides itself on providing the best possible support for all its franchisees.

MONEY BACK CHALLENGE - FRANCHISEES CAN GET NEW TRAVEL BUSINESS FOR FREE

The Travel Franchise is offering franchisees taking its popular Elite package the opportunity to take part in its unique Money-Back Challenge.

The Money-Back Challenge means that franchisees have the opportunity to get their franchise fee back as their business grows. Basically, all franchisees have to do is sell enough holidays inside an agreed time frame and their £15,000 business start-up costs will be refunded.

Jenny Farenden, comments: "We are the only franchise in the UK to offer a Money-Back Challenge, and while it's not easy, people are consistently hitting their challenge targets and effectively getting their business for free. Dozens and dozens of franchisees have won the challenge so far. There are no strings attached, we see this as a great incentive for all our elite franchisees to hit

the ground running and make a real success of their franchise."

One example is husband and wife franchisee team James and Natasha Oliphant from Berkshire. They decided to join in June 2021 after seeing first-hand the need for travel professionals. At the time it was a big decision, but one they were convinced was the right thing to do for their future. After just eight months, they've now made enough commission to beat the unique Money-Back Challenge and have received their franchise fee back.

Natasha explains:

"We had a really bad experience as a consumer after booking a holiday with another company and then having to cancel due to the pandemic. It was a catalyst to saying 'we could do this so much better'. We run the business part-time around other jobs, and I also run a beauty business. When we decided to go for it we immediately started to promote our new business and created a Facebook group and invited everyone we knew to it. We finished training at 3pm on the Friday and by 4.30pm on the same day we had our first booking, and it was from a complete stranger. One of our biggest bookings came from a lady who had just booked in for an eyebrow wax with me

for £10. It was a holiday to the Maldives, initially just for 2 people, but it turned into a group holiday worth over £20,000. Getting this booking was an amazing feeling!"

Natasha adds:

"We pride ourselves on our five star reviews, and first-class customer service is definitely the key to our success. Winning the Money-Back Challenge has been a complete bonus. We love what we do and making the decision to join The Travel Franchise is one of the best decisions we have ever made."

The Money-Back Challenge is offered to all franchisees on the Elite package (£14,995), which is The Travel Franchise's most popular offering. Elite franchisees also benefit from an 'Elite experience' where they get to visit a dream destination, such as Mauritius, along with other agents and get personal mentoring from a founder.

Franchisees range between just £2,995+VAT to £49,995+VAT. The £2,995 Lite Package was initially introduced during Covid as a more affordable option but it has proven so popular that the company has decided to continue it.

For further details please visit: www.the-travel-franchise.com

the
travel
franchise

Start a travel business

with UK's Top Travel Franchise 2022 and Homeworking Agency of the Year

We have helped over 900 people start a successful travel business from home.

Work part-time or full-time



"View your business as helping people have amazing experiences. That's what we really do. We just happen to do it through holidays, and there's a real difference."

SARAH, EX POLICE OFFICER

Stay in Control of your future with Screen Rescue

Imagine owning a substantial business in the UK's Commercial Automotive Industry where you become a trusted and valued part of your local business community... With a Screen Rescue franchise opportunity, now you can!

Leaving the safety net of the Armed Forces can be daunting for service-leavers in pursuit of a second career with ambitions to be their own boss. With no experience in launching or running a business, there is however, another road ahead.

Many service-leavers return to civilian life and take up franchise ownership in their mission to find a role that continues to fulfil, motivate, and challenge them.

Investing in a franchise system; following a proven business model where guidance, ongoing support

and individual mentoring is delivered by the franchisor thus ensuring a faster track to profit, enables you to become your own boss with low risk and high success. Indeed, the latest British Franchise Association NatWest Survey (2018) reports 98% of franchise businesses are successful, while 50% of those who go it alone fail within five years.

Our latest franchisee, Stewart Barriball of Screen Rescue Plymouth received his redundancy and went in pursuit of a career that would tick a few of his major boxes. "It was important to me to choose a franchise where I could provide an essential

service and make a real difference to the people in my local community. I saw with a Screen Rescue franchise I could deliver essential repair services within all sectors of the commercial automotive industry fast becoming a trusted and valued part of the local business community.

"It also made sense to exploit my geographical knowledge of Devon and Cornwall from the sales relationships I'd previously built, albeit in another field, and with my wife and toddler at home, I was keen to operate from my doorstep, which meant Plymouth was in my sights from day one.

"The more I found out about Screen Rescue and its operations, the more I realised I would have the ability to increase my income with the more effort I put in, and that my days would be full on and varied. It was time for me to be my own boss and reap the rewards for myself, but admittedly, I knew I needed the franchisors support in helping me into business after being employed all my working career."

Screen Rescue Birmingham franchisee, Glenn Bowker



Franchisee, Glenn Bowker of Screen Rescue Birmingham, agrees. "With the global impact of COVID-19 grounding the aviation industry, I decided it was time to make a final decision on where my future lay. I did not wish to return to my previous background in the corporate sales world of aviation engineering and knew running my own business was a great option for me and my family.

"I've no regrets. I'm now almost four months into running my franchise business and things

are going very well. To date I've exceeded my business plan targets for both revenue and new clients every month and I'm working with regular clients in all our commercial automotive sectors from main franchised car dealers to private garages, logistics and freight businesses, and bus and coach public and private service providers, right through to fleet vehicle operators, who all give me a solid and repeatable revenue stream.

"For me, it was also pivotal to work with industry leading

equipment systems, bsi compliant well ahead of our competitors. Screen Rescue have secured exclusivity rights in the UK, which ensures no other franchise competitor can achieve the same repair results, which gives you a leading edge.

"My business is booming. The Screen Rescue franchise model allows me to concentrate my time and effort on the two most important aspects of the business: gaining clients and performing the repairs. The franchise support team look after all of my administration functions including setting up and invoicing new accounts, credit control, debt collection management and marketing, which is invaluable at this stage of my business's development. It means I can focus on growing my business.

"The advice I'd give to anyone considering investing in a Screen Rescue franchise, is carry out your due diligence and your physical market research in the postcode territory you are serious about and if the financial numbers look promising then go for it. Your future is out there if you are willing to work hard to make the business a success. It's low risk with high return."

Franchisee, Keith Harrison of Screen Rescue Stevenage couldn't agree more, "I've been wanting to start my own business for 25 years, but the thought of going it alone was frightening, so I decided to look at franchise opportunities and attended the 2020 British & International Franchise Exhibition at Olympia. I first started in the motor trade, so I was soon attracted to Screen Rescue.

"I contacted the franchisors, attended a Discovery Day then did my homework and invested my pension to start the ball rolling. I'm so glad I chose a Screen Rescue franchise because

the help and support from both Franchisors is second to none.

"In under two years I've recouped my investment and repaid all my personal debts. I've just bought a family SUV and we're all off on holiday soon. I am proud of what I've achieved especially at my age in a short space of time and I'm super proud I won GOLD Winner for "Franchisee of the Year" in the VFA22 Awards.

"If you're thinking about buying a Screen Rescue franchise, I'd say do it! Two and a half years on, I'm still impressed with the level of award-winning franchisor support I receive, and I have a solid business that's mine."



Screen Rescue Stevenage franchisee Keith Harrison



Screen Rescue Plymouth franchisee, Stewart Barriball



Imagine owning a substantial multi-van business in the Commercial Automotive Industry. With a Screen Rescue franchise opportunity, now you can!

Become your own boss and reap the rewards of your own hard work with the UK's award-winning windscreen and glass repairs franchise.

• Unlimited earnings • Award-winning support • Scalable business



The Screen Rescue license fee is £19,750 + VAT (VAT is reclaimable). Our bank approved business model enables you to borrow up to 70% of the total investment. Personal investment of 30% is required. T&C's Apply. Utilising the bank funding option, means most individuals can enter this franchise with personal savings of just £10,500.

The Demand for Tutoring Services is Rising

The Global Private Tutoring market is projected to reach \$200 billion by 2026, this is no surprise as we see more and more parents turn to tutoring to supplement their kids' education.

Tutor Doctor is the fastest growing tutoring franchise in the world. After another successful year, the brand has started the year strong, welcoming 7 new franchisees and 14 locations into the UK network alone. But what do these ambitious professionals all have in common? With a passion for the autonomy of business ownership, each recognised the ever-growing opportunity in the education sector and the ability to make a genuine difference in their own communities.

At Tutor Doctor we're deeply committed to our mission of changing the trajectory of students' lives; this is accomplished by utilising a personalised one-to-one tutoring approach that matches students with professional tutors

based upon the students' individual needs. Our approach to education enables any child of any age to get help on any subject – whether they require remedial attention or academic enrichment.

This ability to instill confidence in students and change their attitudes towards their educational potential is what makes Tutor Doctor stand out. While other supplemental education brands are creating curriculums from standardised best practices, Tutor Doctor is making learning personal in person. The brand's tutors work with students one-to-one in their homes or online and tailor their educational strategies to each child's unique set of challenges, strengths and assignments, ensuring that every student receives the exact

amount of attention and the type of help that they need to excel.

Mainstream education is often restricted by education policies, making change a mammoth task to implement. Student needs, driven by global demands for 21st century skills, are far easier to meet with the help of a private tutor. For instance, at Tutor Doctor we've seen an increase in demand for our X-Skills program, which focuses on executive functioning skills students need in order to thrive in a 21st century knowledge economy.



A unique business model, combined with growing demand in the supplemental education industry as a whole, makes it a strong investment opportunity for franchisees. Since the business model isn't curriculum based, there is no limitation as to where Tutor Doctor locations can open up because students across the globe are all working on their own homework with different pain points that require our help.

Franchisees manage a team of tutors and work closely with families to identify the needs of students. As a successful business owner at the heart of their local community, franchisees help children to achieve their potential and change the trajectory of their lives through education. For a truly bespoke, person-centred service, Tutor Doctor franchisees match students with the right tutor based on personality, learning style and subject matter. Tutors work with students one-to-one, in-home or online, and customise tutoring

sessions to the unique needs and interests of the student.

Tutor Doctor has always been committed to going above and beyond to help its network succeed. Once franchisees join the network, they attend an intensive training programme called Road to Home Office Training (HOT) which takes new recruits through the very foundations needed to build a successful tutoring business, including e-learning courses and live training with subject matter experts. Further to this, once training is complete, franchisees work with a business coach on a strict mentoring scheme for the life of their business and have regular regional meetings, webinars and calls with their field support team. The annual conference is also an opportunity to bring the whole network together to learn, celebrate and plan for the future.

The Tutor Doctor opportunity offers a low-risk model with a high ROI. Franchisees can work from home for added flexibility and all tutors work on a self-employed basis so, there's no need to worry about the usual costly overheads. As a management franchise, a large percentage of franchisees eventually employ a team of staff, including education consultants and admin assistants, giving them more time and freedom to focus on business development and growth.



Collaboration and a real sense of togetherness is just one of the things that sets the Tutor Doctor network apart. The franchise is committed to continuously innovating and improving its educational experience for students, franchise owners and tutors. Last year, Tutor Doctor acquired coding franchise, Code Wiz, added Innovation squads, cross-functional teams that collaborate with franchisees, and enhanced our X-Skills programme to help students build their

executive functions. It is also working more closely with schools to supply targeted support for their students who have suffered from the pandemic learning loss.

The past 24 months have presented a challenge, but it didn't stop the global tutoring franchise adapting and working with clients to provide a vital, seamless service. Tutor Doctor has been able to grow from a development and sales standpoint by prioritising a people-focused approach to business, and as a result, has been able to reach more students and more communities with quality, in-home and online tutoring services. We will continue to improve our services and business model, from the educational experience to the global operations.

Across the country, more and more people are recognising the benefits of one-to-one tutoring, meaning hotspots of potential customers are simply waiting for franchisees to arrive. As demand for its services continues to rise, so does the opportunity to build a scalable business with Tutor Doctor. In West London, David Boddy tripled the number of his territories, from three to nine, purely to meet growing demand. A business that provides a much-needed solution to an ongoing problem, Tutor Doctor presents a real opportunity for enthusiastic,

people-orientated professionals to create a booming business.

Tutor Doctor is looking for a specific kind of franchisee as it aims to bring those feelings of confidence and high self-esteem to more students across the UK. Owners who find the most success with the brand have a strong desire to build and grow a business, and are excited about the opportunity to be actively involved in their communities. They also want to make a difference in the lives of students and feel passionate about Tutor Doctor's mission: To change the trajectory of students' lives.



Investment level: from £33,000
Number of franchisees: 81
 franchisees/162 franchise units
Sector: Education
Year Established: 2000

Telephone: 0208 1333 525
 Email: nmayne@tutordocor.org
 Website: www.tutordocorfranchise.com

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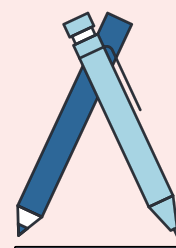
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The MoD Enhanced Learning Credits Scheme

The MOD's Enhanced Learning Credits Scheme (ELC) promotes lifelong learning amongst members of the Armed Forces.

The scheme provides financial support in the form of a single up-front payment in each of a maximum of three separate financial years. You are reminded that ELC funding is only available for pursuit of higher level learning i.e. for courses that result in a nationally recognised qualification at Level three or above on the National Qualifications Framework (NQF) (England, Northern Ireland and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification with an approved learning provider.



Getting Started: How does it work?

1. There are several stages to the ELC process. Full information is set out in Joint Service Publications (JSP) 822.
2. First you must have already been registered to become a Scheme Member and have accrued a sufficient amount of service before you can submit a claim. If you are still serving speak to your local Education Staff as they will be able to check your entitlement for you. If you have left the forces contact ELCAS as they can make the appropriate checks.
3. Have a look at Service Personnel Claiming ELC or Service Leaver Claiming ELC respectively as these pages will tell you how to make your claim.
4. Finally you must complete your Course Evaluation via the Member's Area. Please note that further claims cannot be processed until the evaluation has been completed.



Before making an application, Service Leavers are advised to first check the national position on existing support with the relevant national education authority (e.g. in England BIS or SFA). There may already be existing 'free' provision by another route e.g. those aged 25 years or under are already entitled to a first level 3 in England; free entitlement for all who fulfil the residency requirements on degree/HND level courses in Scotland; Welsh residents also attract some support for FE and HE provision. It makes sense for SL to explore alternative routes before considering support and access through the ELC 'top up' scheme, but there are safety measures in place to prevent any possibility of double funding.

CLAIMANTS PLEASE NOTE: YOU ARE REQUIRED TO SUBMIT A CLAIM FOR EACH ACADEMIC YEAR OF THE COURSE. ONLY ONE YEAR OF STUDY SHOULD BE ENTERED ONTO EACH CLAIM FORM.

BACKGROUND

The Publicly Funded Further Education/Higher Education scheme provides Service Leavers and Service Personnel in their qualifying resettlement phase with access to a first full Level three (GCE A level or vocational equivalent), or a first higher education qualification (a foundation degree or a first undergraduate degree or equivalent) free from tuition fees. If a Service Personnel has obtained 120 credits this would result in a Higher Education qualification and makes them not applicable for this scheme. MOD and the relevant national education authority in England, Scotland, Wales and Northern Ireland pay for the tuition fees in full rather than the individual making a contribution towards the cost.

Claim Process to be Followed by Learners and Learning Providers

ONE. Learner identifies course of learning in liaison with Approved Learning Provider

TWO. Learner completes ELC Claim Form (form ELC 005.01)

THREE. Learner submits Claim Form (form ELC 005.01) to Commanding Officer and Education Staff for approval

FOUR. All ELCAS Submissions must be sent online. Offline forms are only for personnel submitted to MBOS who have not qualified for 6 year's service but have been granted access to ELCAS due to level of injuries sustained.

FIVE. ELCAS checks eligibility of Learner to claim an ELC via ELCAS database or Education Officer checks via online system

SIX. ELCAS or Education Officer process and approve Claim and sends Learner a CLAIM AUTHORISATION NOTE (CAN form ELC 005.02)

SEVEN. Learner books course of learning with the Learner Provider, pays 20% personal contribution/deposit and passes the CAN (form ELC 005.02) to the Learning Provider as authority to proceed

EIGHT. Learning Provider sends invoice addressed to Director General Financial Management Shared Service Centre to ELCAS (after course start date)

NINE. Within 15 working days of receiving an invoice ELCAS checks invoice against approved Claim record and passes to relevant MoD Budget Manager. The Budget Manager authorises the data and then passes on to the Director General Financial Management Shared Service Centre for Payment.

TEN. MoD Director General Financial Management Shared Service Centre makes payment to Learning Provider and issues a remittance. (Please note that once DGFM SSC received payment instruction it may take 30 days for payment to be made).

FURTHER INFORMATION

If claim is rejected in step three (return to step one) or five (return to step three).

Invoices for unauthorised claims and/or missing the required information returned to the learning provider.



Claiming

Before being eligible to make an ELC claim, individual scheme members must have completed not less than six years eligible service (lower tier). If you have completed four years qualifying service prior to 1st April 2017, please read JSP 822. The lower tier of funding is up to £1,000 per claim instalment and the higher tier (eight years service) is up to £2,000 per claim instalment. Only service accumulated since 1st April 2000, may be counted as eligible service for the purpose of the ELC Scheme.

You are entitled to make three ELC claims in total. You can only make one claim per financial year (1 April – 31 March), however if you have served between 6 and 8 years you are eligible to aggregate all three claims together. As the expiration date of your claims is dependent upon many factors please read JSP 822. If you are claiming in the last year of scheme eligibility, study must commence before scheme expiry date.

If you are in your qualifying resettlement phase you may be eligible to claim under the Joint Funding Initiative (PF FE/HE Scheme). For the full details and to check the eligibility rules, please view the Serving Personnel/Claiming Publicly Funded FE/HE page. ●

Claiming ELC Funding

You are required to read this page if you are in service or ex-service and are looking at claiming on the ELC Scheme.

Before registering for any learning activity serving personnel must get authorisation from their line manager and Education Staff to ensure that their chosen course meets the MOD requirements for ELC funding. Ex-Service personnel must get authorisation from their Single Service Representative.



ONE.

You fully must research both the Provider that you choose and the course that you wish to study.

TOP TIP: Please note that providers may move on and off the approved list and so it is advisable to check your provider is approved before you undertake any claim.

TWO.

ELC funding is only available for courses that result in a Nationally Recognised Qualification at level three or above on the National Qualification Framework or level six or above on the Scottish Credit and Qualifications Framework. Just because an organisation is listed as an Approved Provider does not mean that all of their courses are of the required level.

TOP TIP: The course must be listed as an approved course (on the ELCAS website) for your chosen Learning Provider. You can verify this information by viewing the Searching for a Learning Provider page.



20%

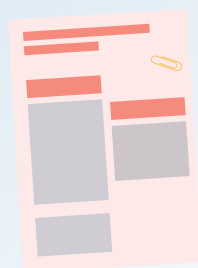


SIX.

You must make a personal contribution of at least 20% from your own resources towards the total course cost. You will also be responsible for any costs associated with food, accommodation, course books, material, travel and subsistence. **BE AWARE:** MOD rules strictly forbid the acceptance of inducements or incentives from providers including subsidies, free accommodation, travel and equipment. Learners who breach these rules risk forfeiting their ELC membership.

SEVEN.

If you are making a second or third claim you must first ensure that you have completed the Evaluation Form via the Member's Area for all previous ELC funded courses. You must also provide documentary evidence to demonstrate that you have completed previous courses to your Education Staff. **TOP TIP:** MOD and ELCAS rely on accurate completion of evaluation forms to help us assess Learning Provider performance. Please help your fellow claimants to access the best possible learning provision by providing timely and accurate evaluation feedback.



THREE.

You must present your Claim Authorisation Note (CAN) to your chosen Provider before your course start date. If for any reason you do not undertake the course you must submit a request to cancel/reinstate the claim. Failure to do so may result in the loss of Scheme Membership, which will prevent any future claims.

FOUR.

You must ensure that you fully research the course and the requirements prior to submitting a claim for ELC funding. Claimants need to be aware of the implications of cancelling or withdrawing from a course of study funded by ELC. Always consult Education Staff before doing either in the first instance, because it can have a serious effect on future ELC eligibility. (See cancellation/reinstatement section).



FIVE.

The proposed learning activity must be of benefit to the Service. Applicants are required to demonstrate that their proposed course of study is as a result of careful planning (use Personal Development Records).



EIGHT.

If undertaking courses in quick succession it may be necessary to submit a claim for a second or third course before the previous course has ended. In these cases the Course Evaluation Form can be submitted when you have completed enough study to effectively evaluate the Provider.

NINE.

If your course is split into modules, list each module you are claiming for. However, for longer courses of study such as degree level, where the academic year is out of synch with the financial year, it is permissible to use one claim for several modules which count towards a continuous and recognised block of study which may extend into or start in the next financial year. **TOP TIP:** You must refer to the Joint Service Publications (JSP) 822.



TEN.

Retrospective ELC claims are not permitted. Claim forms must be received by your Education Staff at least 25 clear working days prior to the course start date. You must ensure that you have enough time to receive the Claim Authorisation Note to present to your chosen provider before the course starts. (Please note that for courses with Open University the CAN must be presented to them by the final course registration date).



Eligible Service Personnel

PROCEDURE FOR ELIGIBLE SERVICE PERSONNEL

Please note that the following information must be submitted to your Education Staff (in paper or electronic format) a minimum of 25 working days prior to your course start date/registration date:

- Fully completed claim form.
- Full information about the course that you wish to undertake and include details of your registration date where applicable.
- On receipt of your Claim Authorisation Note (CAN), you must present it to your chosen Learning Provider before the course is due to start.



Choosing Your Learning Provider

A key stage of making a claim is choosing a suitable learning activity and Provider.

Your chosen organisation must be an ELC Approved Provider. For claims including an element of PF FEHE funding your chosen organisation must also be a PF FEHE approved provider. Use only the comprehensive list of Approved Providers available via the search engine by visiting www.enhancedlearningcredits.com/learning-provider/provider-search

The easiest way to identify a suitable provider is to use the search filters

available. Using these results you can then either refine your search to take into account other factors or you can explore the individual provider websites through the links provided. This search engine facility also allows searches for PF FEHE approved providers, Approved Learning Providers by name, The Geographic Area, Course Title, and/or Delivery Method. Please note that when searching for Learning Providers offering distance learning you should not search by geographic location. ●

Points to note when booking your course

If you are not happy that your chosen Learning Provider is following the ELC scheme policies, please detail your complaint in writing via your Education Staff or Single Service Representative.

Please note that although the Learning Provider as an organisation may be Approved you must still ensure that the specific course has been approved by MoD. Only MoD approved courses will appear on the Provider's course listing on the ELCAS website Learning Provider Search Engine.



Single Service Representatives

AMENDING, CANCELLING & REINSTATING A CLAIM

All Learners wishing to withdraw from their chosen learning activity should contact their designated Education Staff. Learners are reminded that re-instatement of an ELC instalment is only permitted for those who have to withdraw from a course of study because of operational or compassionate circumstances. Further details can be found in JSP 822.

Individuals who give up a course through lack of commitment will not be considered for reinstatement of an ELC

instalment. This also applies if they withdraw because the course did not meet their expectations.

Scheme members who request a reinstatement under such circumstances risk forfeiting their ELC instalment and membership eligibility of the ELC scheme.

If ELCAS has already generated a payment file for the learning activity then the Learner should follow the Single Service reinstatement procedure NOT the cancellation procedure. Outlines of these procedures along with the necessary forms are available through the links from this section of the magazine. ●

LEARNERS WISHING TO AMEND THEIR CLAIM DETAILS SHOULD FOLLOW THE GUIDANCE BELOW

CHANGE OF DETAILS	PROCESS TO FOLLOW
Change of course start date (up to three months)	Amendment
Change of course start date (greater than three months)	Cancellation/Reinstatement
Change of course end date	Ed Staff/Line Manager to agree. ELCAS do not need to be informed
Change of course costs (total, ELC grant or contribution value)	Amendment
Change of course costs from lower tier to higher tier (claim form signed prior to claimant becoming eligible at higher tier rate)	Cancellation
Addition or Deletion of a module from an overall course (only to be permitted where resultant course still fulfils eligibility criteria)	Amendment
Change of course	Cancellation/Reinstatement
Change of Provider	Cancellation/Reinstatement
Change of course code	Amendment

N.B All amendments must be received by ELCAS in writing (email, fax or letter) from a member of Education Staff who is authorised to sign off claims.

Changes to Enhanced Learning Credits and Further Education and Higher Education Schemes

Since 01 April 2016 the Enhanced Learning Credits (ELC) and Further Education and Higher Education schemes have changed, including the introduction of auto-enrolment of all current Service Personnel. The MoD promotes lifelong learning among members of the Armed Forces, and this is encouraged through the Learning Credit schemes. The aim of the changes to the schemes are to make ELC easier to use and more accessible to all current Service Personnel (through auto-enrolment); and to enable them to make use of ELC to enhance personal and professional qualifications in a more flexible way, both while serving and to aid career transition from the Service. Under the ELC and FEHE schemes

qualifying Service Personnel (SP) and Service Leavers (SL) receive financial help with the cost of learning. ELC allows a single payment in each of a maximum of three separate financial years; or now a single, aggregated lower tier payment. The FEHE scheme provides full tuition fees for eligible SL undertaking their first further or higher level qualification. The level of funding will remain the same, with an ELC lower tier of up to 3 payments of up to £1000 in 3 separate financial years and a higher tier of up to 3 payments of up to £2000 in 3 separate financial years. SP and SL are eligible for up to 3 payments. FEHE will continue to pay in full for a first qualification from Level 3 (2 x A Levels or equivalent) up to undergraduate degree level. •

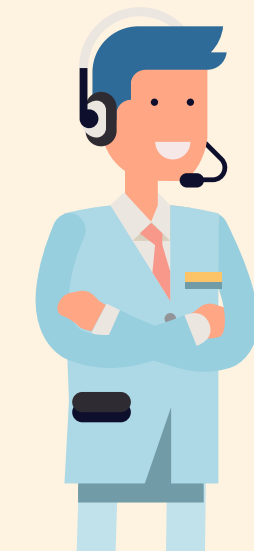
- The key changes to the schemes are as follows:
- All Service Personnel (SP) currently in service will be auto-enrolled to be eligible for both Schemes, as will future SP on completion of Phase 1 training
 - A new ELC payment has been created: an aggregated lower tier payment, a single payment of up to £3000 for those with 6 or more years of qualifying service completed on or after 1 Apr 16, which will count as all 3 payments.
 - The qualifying service required for lower tier payments and FEHE will increase from 4 to 6 years from 1 Apr 2017. SP who have already accumulated 4 years qualifying service before 1 Apr 2017 will keep their entitlement to use lower tier payments and FEHE.
 - Post service access to ELC and FEHE, for all those leaving on or after 1 Apr 2016, will be reduced to 5 years.
 - Those who left between 1 Apr 11 and 31 Mar 16 (both dates inclusive) will have until 31 Mar 21 to use ELC or FEHE – 5 years from now. Anyone who left before 01 April 2011 will retain 10 years of post-service access.

Single Service Representatives (SSR) Contact Details

If you are out of the services please ensure you send your claim form and required documents to your Single Service Representative and not ELCAS. You can view their details by visiting the Service Leaver Claiming ELC page.

ELCAS CONTACT DETAILS
ELCAS
Basepoint Business Centres
Tewkesbury Business Park
Oakfield Close
Tewkesbury
Gloucestershire
GL20 8SD

Tel: UK: 0845 3005179
Overseas: 0044 191 442 8196
Lines open 09:00 – 17:00
Monday to Friday
excluding bank holidays
Email: elcas@m-assessment.com



CONTACT US

Service Representative (SSR) if you have been unable to find the answer to your query on the website and the FAQs page, contact;

ELC MANAGER
Mailpoint 3.3
Leach Building, Whale Island
HMS Excellent
Portsmouth
PO2 8BY

Tel: 02392 625954
Email: NAVYTRGHQ-EL3RRESETSO3C@mod.uk

ARMY
Learning Credit Scheme (LCS)
Manager
Education Branch Zone 4, Floor 2,
Army Personnel Services Group,
Home Command
Ramillies Building, Army HQ
Monkton Road, Andover
SP11 8HJ

Tel: 01264 381580
Email: elc@detsa.co.uk
The Army ELC helpline is open Wednesday 0930-1230.

ROYAL AIR FORCE
Learning Credits Administrator
Accreditation and Education Wing
RAF Central Training School
HQ 22 TrgGp
Room 221B
Trenchard Hall
RAF College Cranwell
NG34 8HB

Tel: 01400 268 183
Email: 22TrgGp-CTS-AandEWg-LCA@mod.uk

Eligibility Rules

IN ORDER TO TAKE ADVANTAGE OF THE SUPPORT CLAIMANTS MUST:

- Have previously joined the Enhanced Learning Credit (ELC) scheme and have completed six years eligible service (four years qualifying service prior to the 1st April 2017).
- Only apply for a first eligible FE/HE qualification at the level for which they are academically qualified to enter learning on leaving the Service.
- Have not already obtained 120 credits.
- Have left the Service or entered their qualifying resettlement phase on or after 17 July 2008.
- Meet UK's residency requirements to qualify for full state subsidy.
- Be undertaking at least the equivalent of 25% of a full time course.
- Undertake learning with an approved provider listed on the ELCAS

website as a PF FEHE provider and ensure the chosen course is designated for student support.

- The course of study must be completed prior to the period of entitlement ending.

QUALIFICATION LEVEL

- This commitment will provide access, free from tuition fees, for your: **First Level three or national equivalent.** This refers to a first full Level three i.e. the achievement of two GCE A levels (A2) (passes at A-E) or vocational equivalent as defined by the National Qualifications Framework (NQF) or the Qualifications and Credit Framework (QCF) (England, Northern Ireland and Wales); or in Scotland a Level six qualification (SVQ Level three on the Scottish Credit and Qualifications Framework (SCQF).

- Or a first foundation degree or first full undergraduate degree or national equivalent. Typically to be eligible for this support, the higher education qualifications would be at levels four-six of the Framework for Higher Education and Qualifications in England, Wales and Northern Ireland (FHEQ) eg: a first undergraduate degree (including foundation degree) or Higher National Certificate or Diploma for which the entry qualification is lower than a degree and which normally takes place at a publicly funded institution.
- In Scotland the equivalent qualification is a Higher National Certificate (HNC), Higher National Diploma (HND) or a first undergraduate degree, undertaken at a further education college (FE college) or a higher education institution (HEI).

CLAIMING

- Firstly read the Joint Service Publication (JSP) 822 and ensure you meet the eligibility criteria.
- Complete the PF FE/HE claim form (paper/electronic) and submit it to your Education Staff a minimum of 25 working days prior to your course start date/registration date.
- Check the ELCAS website of approved PF FE/HE providers – Publicly Funded FE/HE providers for the purpose of this support will be highlighted and ensure the chosen course is designated for student support.
- Provide evidence of your last day of Service which can be one of the following: - copy of your discharge document, copy of P45 terminating employment, document stamped by regiment confirming leaving date.
- Provide a copy of a utility bill showing your home address.

- Submit full information about the course that you wish to undertake and include details of your registration date where applicable.
- If wishing to use a new provider ensure they will be eligible to participate in this scheme (they must deliver Publicly Funded FE/HE) and ask them to apply for approved provider status as per the information on the Learning Provider page of the ELC website.
- As with the current ELC scheme – try not to leave everything to the last minute. Allow time for any new providers to be accepted onto the scheme. This can be a lengthy process. Once accepted you can submit your application.
- Remember! If you are submitting your second or third claim, you must complete your previous claim evaluation form online via accessing your Member's Area.

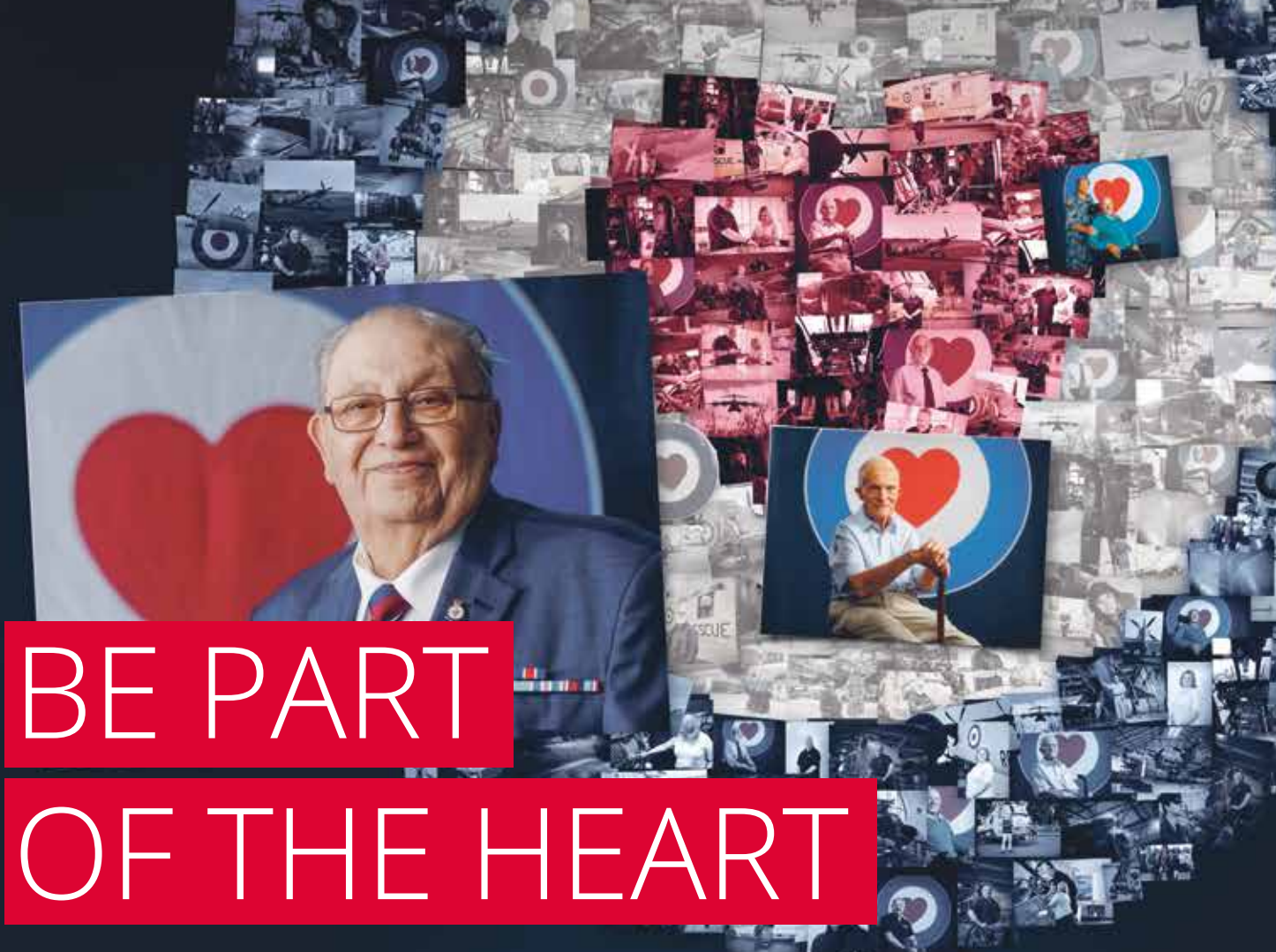
If you have any questions with regards to the above, then please discuss with your Single Service Representative.



Submit all necessary documentation to your Single Service Representative (address details above).

RAF Personnel can request a copy of their discharge document from the RAF Disclosures team at www.raf.mod.uk/links/contacts.cfm.

Army Personnel can request details of discharge dates from the Army Personnel Centre – phone number **0845 6009663**.



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