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CHAPTER 9

THE REGULAR QUARTERMASTER CATEGORY COMMISSION

(Applicable to all arms except RAEC and QARANC)

INTRODUCTION

0901. Regular quartermaster (QM) category commissions, as defined in The Pay Warrant 1964 Article 12, are granted in the rank of Captain. Substantive promotion is up to and including the rank of Lieutenant Colonel.

ELIGIBILITY FOR A QM COMMISSION

0902. A candidate for a QM commission must be one of the following categories:

- a. A substantive Warrant Officer Class 1 (WO1).
- b. A substantive Warrant Officer Class 2 (WO2), appointed as a Regimental Quartermaster Sergeant (RQMS) in the H Cav, RAC, Inf and AAC.
- c. A substantive WO2 in the RAVC.
- d. A WO formerly eligible under sub paras a. b. or c. who is required to revert in rank on transferring to the Long Service List or on being granted either limited continuance or an extended career regimentally.
- e. An officer holding a non regular commission who has reserved rights ie:

(1) Has completed twelve years reckonable soldier service before commissioning

or:

(2) Is a former substantive WO1

or:

(3) In the case of the Arms and Services mentioned in sub paras b. and c. above has been a substantive WO2

RESTRICTED

or:

(4) Was a former substantive WO commissioned via the REME Arms Selection Board.

0903. All candidates must be currently recommended by an officer not below the rank of Lieutenant Colonel (this may be the officer under whom he is serving or of his permanent Regiment or Corps) and by the Brigade or equivalent commander.

AGE LIMITS

0904. The age limits for appointment to a Regular QM commission for all Arms and Services is normally the forty fifth birthday except in RAPC where the maximum age shall be:

- a. Assistant paymasters commissioned before 31 December 1983 – 50 years.
- b. Assistant paymasters commissioned between 1 January 1984 and 31 December 1984 – 48 years.
- c. Assistant paymasters commissioned between 1 January 1985 and 31 December 1985 – 46 years.
- d. Assistant paymasters commissioned on or after 1 January 1986 – 45 years.

0905. Candidates exceeding the age limits in paragraph **0904** will only be considered in exceptional cases. Such appointments will be subject to the approval of the Army Commissions Board.

MEDICAL STANDARD

0906. The minimum standard (except as stated in paragraph **0907**) for a Regular QM category commission is:

- a. *All categories (less Assistant Paymasters RAPC and Directors of Music).* The lowest PULHHEEMS assessment compatible with an employment standard of FE for QMs as given in The PULHHEEMS Administrative Pamphlet 1972 (Table 5 Serial 29 and Table 3 for AAC).
- b. *Assistant Paymasters RAPC.* The minimum entry standard is as for officers of the RAPC as given in The PULHHEEMS Administrative Pamphlet 1972 (Table 1 Serial 17).
- c. *Directors of Music.* The requirement is the lowest PULHHEEMS assessment

RESTRICTED

compatible with an employment standard of LE for QMs as given in The PULHHEEMS Administrative Pamphlet 1972 (Table 5 Serial 29).

d. *Officers in Army Legal Corps (non legal).* The requirement is the minimum entry standard as given in The PULHHEEMS Administrative Pamphlet 1972 (Table 1 Serial 25).

0907. The eligibility of a candidate who has suffered the loss of an eye, or loss or partial loss of a limb, in the course of his military duty will be decided by the ACB on its merits, to ensure that the candidate is fit to continue in the Service. In all cases the opinion of the Director General Army Medical Services is to be obtained.

REGISTRATION OF CANDIDATES

0908. Registers or Rolls of officers with reserved rights and WOs are to be maintained by Personnel Branches, with Manning and Record Offices (MROs) notifying the names of WOs who become eligible for registration. Additions to the Rolls will be made by annual batches (The Batch System) assessed in accordance with the rules in paragraphs **0909** to **0911**. Normally when commissioned to a non regular commission and transferred to another Arm or Service, officers remain on the register of their original Arm or Service. They are not normally eligible for registration in their new Arm or Service (see paragraphs **0925** and **0926**).

0909. All candidates, less those in RCT, RAOC, REME, ACC, RPC, RMP and INT CORPS will be registered under the following rules:

- a. A WO2 selected for WO1 (RSM) will be registered on a Roll in the year in which he is promoted.
- b. Rolls listing WO1 (RSM) will also include the following category of candidate:

- (1) A non regular commissioned officer, if not already registered by virtue of sub para **0909a**, in the year in which he reaches, or is over, the average length of service of WOs2 promoted to WO1 (RSM) in that particular year, or, if no promotions to WO1 (RSM) are made in that year, then the average in the last year when promotions to WO1 (RSM) were made.
- (2) A WO1 (non RSM) or a WO2 in the year in which he reaches, or is over, the average length of service of WOs2 promoted to WO1 (RSM) in that particular year, or, if no promotions to WO1 (RSM) are made in that year then the average in the last year when promotions to WO1 (RSM) were made.

RESTRICTED

c. Single category rolls which do not include WO1 (RSM) will however include the following category of candidates:

(1) A non regular commissioned officer – in the year in which he reaches, or is over, the average length of service of WOs2 promoted in that particular year.

(2) A WO2 selected for WO1 – in the year in which so promoted.

d. Multi-category rolls which do not include RSMs will include a non regular commissioned officer or a WO1 – in the year in which he reaches, or is over, the average length of service of all WOs2 promoted to WO1 in that particular year.

0910. In the RAC a non regular commissioned officer (if not already registered) or WO1 will be registered in the year in which they reach, or are over, the average length of service of all WOs2 promoted to WO1 in that particular year.

0911. In the RCT, ACC, RPC RMP, Int Corps and APTC candidates will be registered as follows:

a. A non regular commissioned officer (if not already registered) – in the year in which he reaches, or is over, the average length of service of WOs2 promoted to WO1 (in his former trade roll) in that particular year.

b. A WO2 selected for promotion to WO1 – in the year in which so promoted.

0912. In the RAOC a non-regular commissioned officer (if not already registered) or WO1, will be registered in the year in which they reach, or are over, the average length of service of all WOs2 promoted to WO1 in that particular year.

0913. In REME WOs2 will be registered in the year in which they are promoted to WO1 or appointed to a non regular commission, whichever is the earlier.

0914. In the ALC the appointment of non legal officers will be carried out by MOD ALS1 in conjunction with MOD MS5.

0915. When administratively convenient, normally at the end of the promotion year appropriate to the Arm or Service, Personnel Branches in conjunction with MROs are to form a 'Batch' of all candidates who became eligible for registration during that year. Candidates in each batch will have equal seniority, and the batch will be added at the bottom of the existing Roll. Each batch will be known by the promotion year in which its members join the Roll.

RESTRICTED

SELECTION CRITERIA

0916. Selection of candidates for a QM commission will be based on the principle of merit tempered by seniority. However, the average age on selection will be designed to ensure a satisfactory flow of commissioning over the years. The importance of the recommendations in paragraph **0903** is emphasised.

SELECTION ZONE

0917. Each year a zone will be formed of recommended candidates from which selections are to be made. This system is designed to ensure that there is an adequate field of candidates for the commissioning requirement of that year starting from the earliest annual batch. Once the zone reaches the first name of a batch, the whole batch will be included, since all within it have the same seniority. Those not selected in any one year are to go forward to the next year's zone for consideration subject to continued eligibility. After selection of the zone F Ident 177 is to be submitted to Personnel Branches for officers, and to MROs for WOs. The submission of this form will be deemed as the candidate's acceptance of a QM category commission if selected. In the case of WOs this document together with those at paragraph **0923** are to be forwarded by MROs to Personnel Branches.

ANNUAL CONFIDENTIAL REPORTS

0918. Reporting officers will be notified annually (by Personnel Branches in respect of officers and MROs in respect of soldiers) of those under their command who are on the QM Registration Roll.

0919. In the case of soldiers, the front page of AF B 2048 is to be endorsed at the top in RED INK 'REGISTERED CANDIDATE FOR A REGULAR QUARTERMASTER COMMISSION'. In the case of officers no special heading is required, but the appropriate box should be completed at paragraph 3c of the report form.

0920. The pen picture should include specific reference to the candidate's suitability for a Regular QM category commission. Reporting officers may recommend a candidate for accelerated selection.

ACCELERATED SELECTION

0921. A candidate already on the Roll who has received three consecutive recommendations for accelerated selection for a Regular QM category commission may, subject to the approval of the Arms Selection Board (ASB) be accelerated in the Selection Zone.

RESTRICTED

SUPERSESSION

0922. Candidates in the Zone, but not currently recommended, will not be considered but will remain on the Roll. Three consecutive non-recommendations, from at least two different reporting officers, will result in removal from the Roll. Reinstatement will depend on a subsequent recommendation and the approval of an ASB. If approved the candidate will be placed in the batch formed in the year covering the fresh recommendation. ASBs will review all candidates who have been in the zone for four years. Those considered to have little or no chance of selection will be informed. They will remain on the Roll until they either retire or reach the age limit for selection.

ACTION BEFORE COMMISSIONING - PREPARATION OF DOCUMENTS

0923. The preparation of documents to be examined by the ASBs when selecting candidates for appointments to QM category commissions is normally carried out by the clerical staff of the Personnel Branch. This will consist of:

- a. The candidate's last five confidential reports or Confidential Report Book.
- b. The candidate's personal file (kept by Secretary).
- c. Grading sheets.

ARMS SELECTION BOARDS (ASBs)

0924. ASBs are convened annually when administratively convenient to the Arm or Service. The composition of ASBs and the grading system used is at Annex B.

ARM OR SERVICE IN WHICH A CANDIDATE IS COMMISSIONED

0925. Eligible soldier candidates will normally be considered only in the Arm or Service in which they are registered for a QM Commission.

0926. Officers with reserved rights who transferred to other Arms or Services on appointment to SSC or SRC will continue to be considered for a QM category commission in their original Arm or Service. They must be fully informed of their chances of obtaining such a commission before any transfer is finally effected.

0927. In cases where Service interests are considered to be of primary importance and a transfer to another Arm or Service is desirable for specific reasons eg flying experience, these reserved rights may also be transferred, subject to the fullest consultation between and the agreement of all interested parties and the final approval of the ACB.

RESTRICTED

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ACTION AFTER SELECTION BY ASB

0928. The following actions will take place after ASB selection:

A/3

- a. The Personnel Branches will publish the lists of successful candidates stating that they have been selected for a QM category commission subject to a Medical Board and final ACB clearance.
- b. Where a selected candidate is a WO the Personnel Branch liaise with the MRO regarding the date of appointment. This should be done as soon after the Board as possible.
- c. Six months prior to the date of individual vacancies the Personnel Branches or MROs will initiate security clearance:
 - (1) Where successful candidates have previously been security cleared and their particulars have not changed, they will issue a certificate to this effect, with a copy to the Army Security and Vetting Unit (ASVU).
 - (2) Where successful candidates have not previously been cleared they will forward to ASVU the F Ident 177 which they hold.
- d. The Personnel Branch will arrange Medical Boards for selected candidates. They should be carried out not more than six months in advance of the candidates taking up their appointments.
- e. A commissioning letter detailing Terms of Service is to be forwarded to each successful candidate on the completion of the commissioning documentation and in the case of WOs after the issue of a personal (P) number.
- f. A posting order should be issued as early as possible.

ARMY COMMISSIONS BOARD CONTROL

0929. All Personnel Branches are to forward to MOD M6(A) on completion of the ASB, copies of the following documents for review:

- a. ASB convening order
- b. Board proceedings
- c. Master grading sheets listing successful and unsuccessful candidates.

RESTRICTED

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REPORTING FOR DUTY

0930. When a newly commissioned QM category officer reports for duty, the unit is to forward the following to the Personnel Branch:

a. Confirmation that the officer has reported for duty.

b. MOD Form 134; Official Secrets Act Declaration.

0931. Where SRC and SSC officers are converting to QM category commissions the notification required in paragraph 0930 is forwarded to the Personnel Branch on the date the appointment occurs.

PAY

0932. Pay of officers of the Quartermaster category is based on the extended scales covered by The Pay Warrant, 1964 (Articles 181 and 385B as appropriate). Candidates are to be advised by the Personnel Branch of their responsibility to take advice from the Army Pay Office or unit paymaster concerning changes in their pay scales on appointment to a QM category commission which may involve a reduction in pay.

REVERSION TO FORMER COMMISSION

0933. Only in exceptional circumstances will a QM category officer be permitted to revert to his former commission (SRC/SSC). Each case will be considered by the ACB on its merits, subject to it being shown that:

a. After due trial in an authorised post for his category of QM the CO certifies that the officer:

(1) Is unsuitable for employment as a QM in his Arm or Service.

(2) Would be of more value to the Army in his former commission.

b. A vacancy exists for the officer in the former commission.

c. The QM category officer is below the rank of Major. Exceptionally if a Major, reversion would only be authorised in the rank of Captain.

d. The officer receives no financial benefit through reversion.

e. A commitment to serve to his fiftieth birthday is undertaken.

RESTRICTED

f. The officer accepts that he will never again be considered for a QM category commission.