

To be substituted for Chapter 5 of the original (1953) issue which should be disposed of in accordance with paragraph 20 of the Instructions in B.R. 1.

Chapter 5
1st January, 1958

CHAPTER 5

Special Duties Officers—Qualifications for Appointment and Promotion

ROYAL NAVY

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Mobility references: N.C.W.1823/56, N.C.W.6981/56, N.C.W.9523/56, N.C.W.449/57, N.C.W.1286/57, N.C.W.6724/57.

SECTION I. PROMOTION TO THE SPECIAL DUTIES LISTS—ROYAL NAVY

GENERAL REGULATIONS

1901. Candidates for promotion to the Special Duties (S.D.) Lists must obtain such qualifications as the Admiralty may from time to time direct, details of which are given in this chapter. The Commanding Officers of all H.M. ships and shore establishments are to make special arrangements to bring these regulations periodically to the notice of all Divisional Officers, and to explain the details, as necessary, to new entries and ratings who may be eligible for consideration as candidates for promotion to the S.D. Lists.

1902. **Method of selection.** In all sub-specializations, the selection of ratings for promotion to S.D. rank is to be based primarily upon their educational qualifications, professional qualifications and personal qualities; where it is necessary to do so, consideration should also be given to the individual candidate's age and seniority, as well as to the length of time since he obtained the required educational and professional qualifications.

1903. **Eligibility and Reports (S.198).** Ratings applying to be considered as candidates for promotion to the S.D. Lists must be serving on long service or continuous service engagements; they must have obtained certain minimum qualifications according to the requirements of the various specializations (0515-0530), and state the sub-specialization for which they wish to be considered. Each applicant must also be recommended by his Commanding Officer. Applicants must necessarily complete the full professional and educational qualifications prescribed in order to qualify for consideration by the appropriate Selection Board.

1904. Half-yearly reports (Form S.198) are to be rendered on all candidates in accordance with the arrangements laid down for each sub-specialization.

616. Seaman Specialists—(C) sub-specialization.

A long service or continuous service rating may apply to be considered as a candidate for promotion to the Communication Sub-Specialization of the Seaman S.D. List if:—

- (a) he has been confirmed as a Leading Signaller or Leading Telegraphist (or higher rating); and
- (b) either (i) he has qualified educationally for S.D. rank, i.e. holds H.E.T. certificate or equivalent including a pass in Practical Mathematics (Appendix 2, Part 6);
or (ii) he has qualified professionally for selection for S.D. rank, i.e., has passed professionally for Yeoman of Signals or P.O. Telegraphist, and served four years in seagoing ships since age 17½ or date of entry if later;
- (c) he is recommended by his Commanding Officer as a potential S.D. candidate.

2. As soon as these requirements are fulfilled, the Commanding Officer should forward to The Captain, H.M.S. *Mercury* a report on Form S.198 together with a copy of the rating's Service Certificate and History Sheet. The Service Certificate must be clearly endorsed that the rating is a recommended S.D. candidate and that Forms S.198 are required. S.198 reports only should be rendered thereafter every six months, on 31st May and 30th November, until the candidate is promoted or ceases to be eligible.

3. The rating must then complete the educational and professional qualifications, (Clause 1 (b) above). In addition he will require:—

- (a) sea service of not less than one year as acting or confirmed Yeoman of Signals or P.O. Telegraphist;
- (b) a certificate to say that he has had sufficient bridge experience at sea to make him familiar with the duties of the Officer of the Watch (0515 (9)).

4. Ratings who have attained these qualifications will be considered by a Selection Board, to be convened by The Captain, H.M.S. *Mercury* annually or half-yearly (according to the number of known vacancies) which will place all fully qualified candidates in order of merit, taking into account their professional and educational qualifications, reports S.198, age, length of service and the length of time since qualifying. All qualified candidates will be considered on every occasion until they are promoted or cease to be eligible.

5. According to the number of vacancies within the sub-specialization, ratings will be nominated from the top of the order of merit to undergo pre-qualifying courses (0536). The number of candidates on any course will not exceed the number of known vacancies at the promotion date. Candidates will not be put on course unless they are medically fit for promotion and will be within the prescribed age limits at the promotion date (0506-0507).

6. On successful completion of the pre-qualifying courses, they will be promoted to Acting Sub-Lieutenant (S.D.) (C) provided they are:—

- (a) still medically fit, recommended and willing;
- (b) within the prescribed age limits (0506);
- (c) qualified by character (0505).

7. After promotion candidates will undergo post-qualifying courses (0536).