



Canadian Forces Personnel Newsletter

New TERMS OF SERVICE now in effect

New Terms of Service (TOS) for CF Regular Force members – both officers and non-commissioned members (NCMs) – came into effect May 1, 2005. These new TOS are designed to enhance the flexibility and adaptability of Regular Force service, to improve retention while at the same time ensuring the CF retain an attrition capability, and to support your expectations for career security.

What are TOS?

TOS specify the duration of your military service, and therefore provide a framework for managing personnel flow through military occupations and the CF. TOS allow for tenures of different lengths that meet the needs of the service and are also acceptable to you as individuals.

What preceded the new TOS?

The CF Career Development Program (CFCDP), introduced in 1997, merged the Officer Career Development Program and the Other Ranks Career Development Program introduced in the mid-1970s during the Cold War. These two programs were specifically designed to use planned attrition as a means of ensuring a balanced force and a steady promotion flow.

Between the introduction of the original plans and the introduction of the CFCDP, TOS were modified to reflect contemporary needs of the CF. Despite the additional modifications of the CFCDP, however, that program was considered too inflexible for the post-Cold War security environment and for the present and future human resource environment. As a result of these influences, a new TOS structure was designed. (Chart: Terms of Service – New structure)

Guiding principles for the new TOS

First of all, individual needs and desires must be considered among those of all other Regular Force members. But these individual needs and desires must also be weighed against the operational imperative and organizational demands. If more than one type of TOS is to be offered to individuals in an eligible group of members, a selection process will determine who will be offered which TOS.

Another guiding principle is that your selection for an Intermediate Engagement will be accomplished through your chain of command. Furthermore, a selection process will always precede offers for Indefinite Period of Service or Continuing Engagement (made following an IE of 25 years).

What has changed?

▪ Variable Initial Engagement

The VIE replaces the Basic Engagement (BE) for NCMs and the Short Service Engagement (SSE) and Short Engagement (SE) for officers. The length of the VIE varies from military occupation to occupation depending upon the needs of each occupation and the training time required for that occupation. The VIE ranges in length from three to nine years, not including subsidized training or education. For example, if you are enrolled as an armoured officer and attend Royal Military College, your officer VIE of nine years plus the Regular Officer Training Program (ROTP) period of four years equals a total VIE of 13 years. If you enrolled as a Direct Entry Officer (DEO), the VIE would total nine years. Details of the length of engagement for each occupation may be found in the relevant instructions issued by the Assistant Deputy Minister (Human Resources – Military).

▪ Intermediate Engagement

The IE will provide CF members the opportunity to serve at least 25 years (IE25). This period of service replaces the former IE20.

The new IE25 is designed to:

- encourage longer service among you who are experienced members, thereby retaining your expertise while reducing recruiting pressures in a shrinking human resource pool;
- obtain a better return on the increasingly high costs of the military training and education that you acquire throughout your service;
- respond directly to the majority of you who have expressed a desire for increased job security in mid-career; and
- enhance your pension at the end of the IE.

Members serving on an IE of 20 may—but are not required to—convert to the new IE of 25 years.

Spring 2005 NCM recruitment allowances

New recruits

If you're contemplating joining the Canadian Forces and you're reading this during a visit to a CF Recruiting Centre – read on. If you're already a CF member and know someone who wants to be – pass it on.

The CF is offering three great recruitment allowances to eligible non-commissioned member (NCM) applicants enrolling in the Regular Force in specific understrengthed military occupations, to former personnel re-enrolling in the Regular Force, and to Reservists seeking component transfers:

▪ Post-secondary diploma or certificate

Applicants who have earned a designated academic qualification—a college diploma in specified studies or a technical certificate from an academic institution—that will allow them to bypass some or all of the initial occupation training in the understrengthed CF occupation of their choice could be eligible for this \$10 000 recruitment allowance.

The first instalment of \$5000 is paid when applicants have completed Basic Military Qualification (BMQ) Training or, if they have bypassed BMQ Training, when they enrol; the second is paid one calendar year after the first.

CF Recruiting Group (CFRG) holds the list of eligible credentials/qualifications from CF-recognized colleges/academic institutions.

▪ Civilian trade qualifications

Many civilian trade-qualified NCM applicants have skills that translate well to the CF – radiological technologists, for example. Applicants who have earned the federal or provincial "ticket" that is equivalent to the CF advanced occupational training in this or other employment areas could qualify for this \$20 000 recruitment allowance.

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TOS - from page 1

Indefinite Period of Service

The IPS will continue to extend your service until you are lawfully released. A primary feature of the new TOS is that IPS may now be offered to you post-VIE and post-Continuing Engagement as well as post-IE25.

Continuing Engagements

A CE may be awarded after a VIE or an IE25. There is no limit to the length of a CE or to the number of consecutive CEs that may be offered. The authority for setting the length of a CE remains with the ADM(HR-Mil).

What will TOS usually look like?

The normal TOS sequence for most occupations is the VIE followed by an IE and then an IPS. The TOS sequence for each occupation is authorized in the relevant instruction issued by ADM (HR-Mil).

The CF may deviate from the established TOS sequence for an occupation or for individual members in response to changing service requirements, or may use other approved career paths to address and resolve specific operational, organizational, or structural issues.

In all cases, the service requirement remains paramount; all decisions will be made in relation to that imperative and in accordance with the HR principles established in *Military HR Strategy 2020* or its successor strategies.

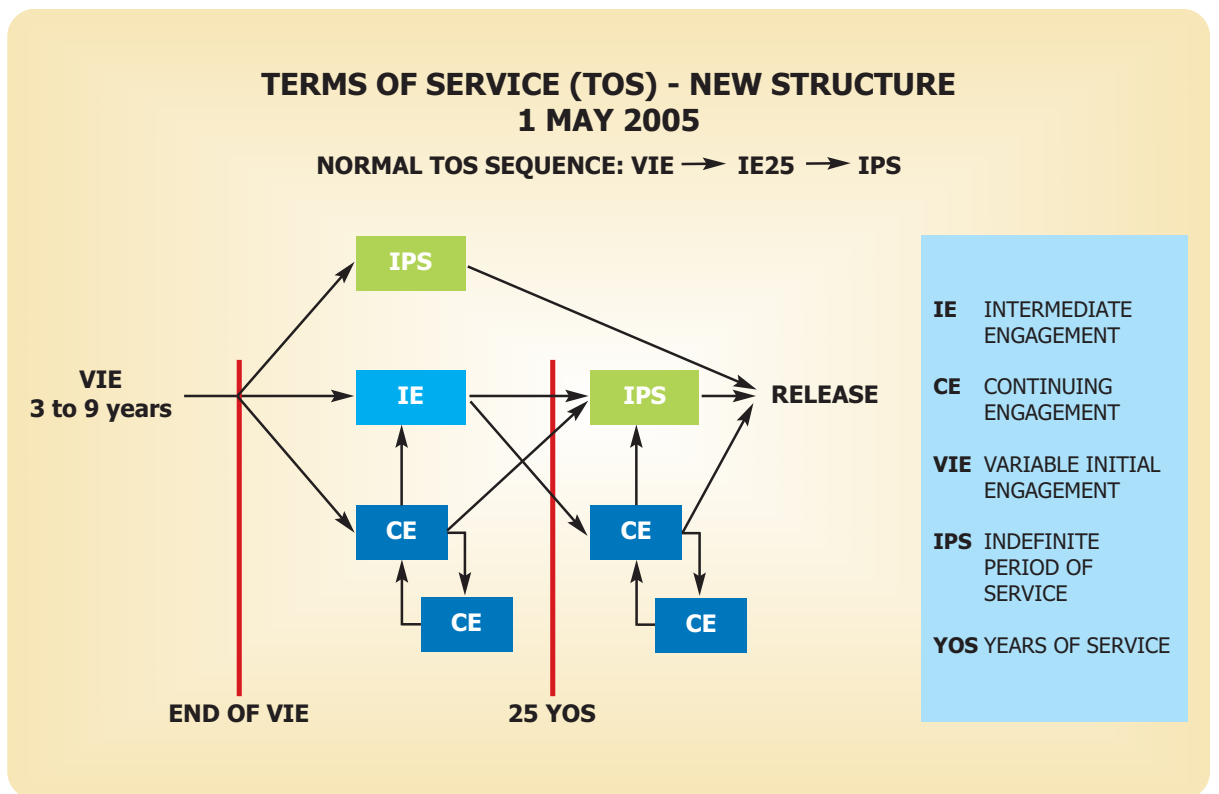
What about the TOS I'm serving on now?

The terms and conditions of the TOS on which you are serving on April 30, 2005 will be respected when the new TOS come into force May 1, 2005. If you are serving on a BE, an SSE or an SE, you will not have to convert to a VIE; if you are serving on an IE20, you will not have to convert to an IE25.

However, any offers of additional service that you receive on or after May 1, 2005 will be made in accordance with the new TOS.

Most of you may request a change from IE20 to IE25 within a defined period in accordance with the instructions issued by ADM(HR-Mil). Because this change will be simply administrative in nature, you will not have to go through a selection process.

Some of you will not be eligible for conversion to IE25. Generally, if you are serving on an IPS—or have signed an IPS offer but are not yet serving on an IPS—on May 1, 2005, you will not be eligible to convert to IE25. As well, if you have been deemed unsuitable for further TOS as a result of an Administrative Review, you will not be able to convert to an IE25.



If you are serving on an IPS or have signed an IPS offer as of April 30, 2005, you will not be affected by these changes.

Pension Implications

Now, pension entitlement is linked closely to completion of TOS. However, the modernized *CF Superannuation Act*, planned for implementation in late 2005, will no longer base your pension eligibility on your TOS. Instead, your entitlement will depend on your years of pensionable service or paid CF service. There will be no change to the basic pension formula used to calculate your benefits.

Other Benefits

Currently, your eligibility for relocation benefits is based on your periods of continuous Regular Force service, release item, and eligibility for an annuity. With the introduction of the new TOS structure, eligibility for an annuity will no longer be a prerequisite for relocation benefits, and there will be no change to the benefit or the time in service required to be eligible for the benefit.

Eligibility for severance pay, i.e., eligibility based on your years of service, will not change. The value of the benefit as a result of the introduction of the new TOS structure will also remain unchanged.

Want more details?

Visit the Director General Military Careers at http://hr.ottawa-hull.mil.ca/dgmc/engraph/tos_e.asp for comprehensive information about this policy, and read CANFORGEN 067/05 at <http://vcds.dwan.dnd.ca>.



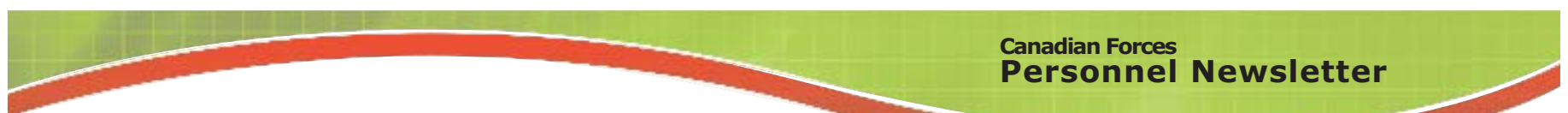
Enclosed is a corrected re-issue of the April *CF Pers Newsletter*, which was originally printed with two French covers and no page 3 in French.

CF University Program

Military courses are constantly being changed and updated, and new courses are created, so the accreditation of military courses must be a continuous process. Accreditation for your military education and training offers you the possibility of progressing more rapidly toward a university certificate or degree.

The CF University Program (CFUP) provides you the opportunity to upgrade your education and receive

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Submissions regarding HR-Mil policy and programs are welcomed. Please contact the editor for submission guidelines.

Visit www.forces.gc.ca/hr/cfpn and look under “Supplement” for news and information not available in the print edition.

Recruitment - from page 1

The first instalment of \$10 000 is paid when applicants have completed Basic Military Qualification (BMQ) Training or, if they have bypassed BMQ Training, when they enrol; the second is paid one calendar year after the first.

Military occupation qualifications

This \$20,000 recruitment allowance is available to Regular Force re-enrolees or Reserve Force members who component transfer into any one of the designated understrengthed military occupations. To be eligible, you must possess the equivalent of the advanced military occupation training currently required in the occupation you wish to enter. If you have training that met requirements in the past but does not meet the current requirements, you are not eligible for this allowance, even if you retrain.

The first instalment of \$10 000 is paid when you enrol; the second is paid one calendar year after you enrol.

Current understrengthed military occupations:

- Signals Operator (SIG OP) 00329-01 (former MOC 215)
- Naval Combat Information Operator (NCI OP) 00114 (former MOC 275)
- Naval Electronics Technician (Acoustic) (NE TECH (A)) 00116-01 (former MOC 283)
- Naval Electronics Technician (Tactical) (NE TECH (T)) 00118-01 (former MOC 285)
- Fire Control Systems Technician (FCS TECH) 00327-01 (former MOC 434)

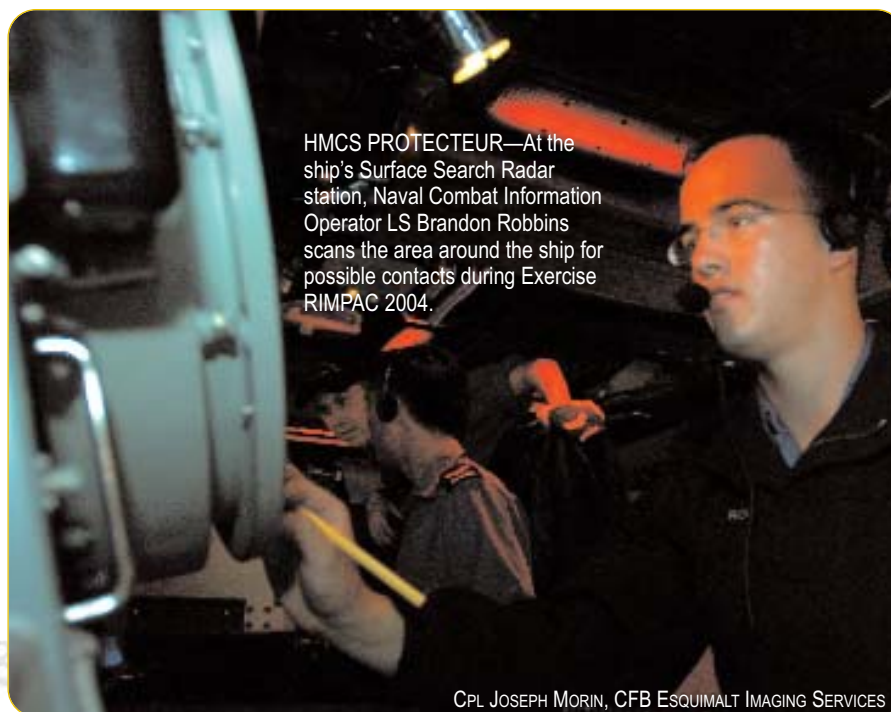
If you receive an NCM recruitment allowance, you will be required to serve for three years (from

the date of your enrolment or transfer) in the CF Regular Force in your assigned understrengthed military occupation.

You may receive only one recruitment allowance even if you are eligible for more than one – it's up to you to decide which is the best option for you. The allowances are subject to income tax, Canada Pension Plan, and Employment Insurance deductions.

Consult CANFORGEN 061/05 at <http://vcds.dwan.dnd.ca/> or Compensation and Benefit Instruction (CBI) 205.525 at <http://hr.ottawa-hull.mil.ca/dgcb/cbi> (both for Intranet users only) for more information about recruitment allowances and current understrengthed military occupations.

Visit www.recruiting.forces.ca for information about careers in the CF. ♦



HMCS PROTECTEUR—At the ship's Surface Search Radar station, Naval Combat Information Operator LS Brandon Robbins scans the area around the ship for possible contacts during Exercise RIMPAC 2004.

CPL JOSEPH MORIN, CFB ESQUIMALT IMAGING SERVICES

Your military education does double duty

By Mr. Pierre Lafleur,
CFUP Co-ordinator, University of Québec

The University of Québec, through Télé-université and CFUP, offers an ever-widening range of accreditation possibilities for military education and training.

Each year, the University of Québec (Télé-université) adds new courses to its already impressive list of accredited military courses. In 2004 alone, we added:

- Land Army Operations Course (LAOC)
- CF Command and Staff Course (update)
- Public Affairs Officer's Course (Fort Meade)
- Intermediate Leadership Qualification (ILQ) for senior NCOs
- Air Force Officer Basic Course (AFOBC)

If you are an NCM at MCpl/MS or higher, or an officer at Capt/Lt(N) or higher, for example, who has a language profile of at least BBB in your second language and who has completed one or more Officer Professional Military Education (OPME) course(s) or a Staff or Intermediate Leadership Qualification (ILQ) course, you could obtain from 18 to 33 university credits in advanced standings (depending on your level of qualification and on the program you've elected) toward a certificate (30 credits) or a bachelor's degree (90) program.

Visit University of Québec (Télé-université) at www.telug.quebec.ca/webtelug/frames.php3?menu=orange&page=pufc/index.html or telephone 1-800-796-7122 (French) for more information.

Editor's note: Through the CF University Program, the Universities of Manitoba and Québec cater to the needs and demands of CF members, recognizing the unique nature of your lifestyle and professional demands. This does not, however, preclude a pursuit of your academic goals at any institute of which you meet the enrolment prerequisites.

Visit www.cfsuo.forces.gc.ca/CSSS/Pdev/schools_b.doc for a list of universities, colleges and distance education references. ♦

University Program - from page 2

credits for your military rank, education and training that can be applied to that upgrading.

For general information about the CF University Program:

- consult DOAD 5031-5 at www.admfincs.forces.gc.ca/admfincs/subjects/daod/5031/5_e.asp;
- contact your Base or Wing Personnel Selection Officer (B/WPSO) or your Base or Wing Education Officer (B/WEO);
- contact your local Learning and Career Centre (visit the Defence Learning Network at www.forces.gc.ca/dln-rad/ for LCC locations);
- contact your local Military Family Resource Centre (MFRC); and
- visit Royal Military College at www.rmc.ca or telephone (toll-free) 1-800-352-8979 (bilingual).

Recognizing CF military experience

By Mr. Kenn Doerksen,
CFUP Co-ordinator, University of Manitoba

If you are a non-commissioned member (NCM) at MCpl/MS or higher, or an officer at Capt/Lt(N) or higher, the University of Manitoba will grant you six

credit-hours (equivalent to one full course) in recognition of your military experience.

U of Manitoba has evaluated more than 140 courses offered by the CF and other militaries, and offers credit to CFUP participants who have completed these courses. Courses can be evaluated as required, and U of Manitoba evaluates courses on an ongoing basis.

As many as 30 credit-hours (five full courses, or one full year) may be applied toward the completion of certain Bachelor's degrees. Those 30 credit hours can be any combination of the six granted for military experience and those granted for evaluated military training.

If you are a CFUP student and find your military duties and your studies are unexpectedly in conflict, you may withdraw from your courses with no academic penalty, and with full return of tuition. As well, your final exams can be postponed if necessary. You may enroll no matter where in the world you are serving.

Visit University of Manitoba at www.umanitoba.ca/academic/faculties/ConEd/cfup/info/contacts.shtml or telephone (toll-free) 1-800-850-6166 (English).