



HR- 01/2022

New Reserve Forces Training and Mobilisation Guidance

Information for staff

Please ensure that the content of this Circular is brought to the attention of all employees by circulating this circular or prominently displaying a copy on your Service notice boards.

Thank you for your assistance with this matter.

Head of People & Organisational Development

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New Reserve Forces Training and Mobilisation Guidance

North Lanarkshire Council has pledged its support for members of, or those wishing to join, the Reserve Forces or volunteer as a cadet force instructor and acknowledges the training undertaken that enables them to develop skills and abilities that are of benefit to both the individual and their employer.

The Council currently accommodate time off for training for reservists within the Special Leave Policy and associated Guidance note, however a new guidance note has been created to provide details for employees that are being mobilised. This guidance intends to define our obligations towards all employees who are members of the Reserve and Cadet Forces.

As part of our commitment to the Armed Forces Covenant, North Lanarkshire Council are committed to supporting all employees who volunteer or wish to volunteer in the following:

- The Army Reserve
- The Cadet Force Adult Volunteers
- The Royal Naval Reserve (RNR)
- The Royal Marines Reserve (RMR)
- Special Forces Reserve
- The Reserve Air Forces (RAFR and RAauAF)

North Lanarkshire Council will support Reservists or Cadet Force Adult Volunteers who provide notification of their reserve/volunteer status or those reservists who are made known to the Council directly by the Ministry of Defence (MoD) by:

- Providing up to 15 days paid leave to Reservists specifically to enable them to attend their annual training or equivalent continuous training (Pay is subject to the deductions of service pay and allowances received for the period of training).
- Releasing employees mobilised for Reservist duties.
- Ensuring employees mobilised for Reservist duties will not lose their continuous service or service-related benefits.

Further information can be found in the [Reserve Forces Training and Mobilisation Guidance](#) and the Special Leave Policy and Special Leave Guidance Note both of which can be found [here](#)