

# **TERMS & CONDITIONS AND GENERAL INFORMATION GOVERNING THE 2025 AIRCRAFT MAINTENANCE TECHNICIAN COMPETITION.**

## **IMPORTANT NOTE**

A potential applicant should read this document carefully prior to completing the application form. An application should only be submitted if the applicant is satisfied that they fulfil all of the governing conditions detailed in this document.

The acceptance by the Chief of Staff - Defence Forces, of an application from a person should not be regarded as an admission by the Chief of Staff that such a person satisfies all or any of these conditions or that they are not disqualified by law from Enlistment.

Everything contained in these conditions, notes and annexes is subject to the over-riding authority of the governing statutes, regulations and schemes, including the Defence Act, 1954 (as amended and extended) and statutory provisions made, or to be made, thereunder, and any other relevant provisions, agreements, legislation, public service policy, circulars and/or instructions and any errors which may appear herein are subject to correction at any time.

In addition, all terms and conditions outlined in this document may be subject to change in line with ongoing Government Policy, the Defence Force Conciliation and Arbitration scheme and public service agreements as may be concluded from time to time.

The Defence Force is committed to a policy of equal opportunity for all eligible candidates.

Exceptions to the governing conditions cannot be made in individual circumstances.

Candidates, when completing their application form, will be required to confirm that they have not:

- *knowingly or recklessly provided false information*
- *canvassed any person with or without inducements*
- *impersonated a candidate at any stage of the process*
- *interfered with or compromised the process in any way*

These conditions apply for the 2025 Competition only and will be reviewed in advance of any future competition.

## **CANVASSING WILL DISQUALIFY**

This document is divided into two parts: **Part 1** details the governing conditions and the qualifications required for the offer of a place on the Aircraft Maintenance Technician (AMT) Course.

**Part 2** contains general information on the training programme, as well as a general guide to the terms and conditions of service in the Permanent Defence Force

Successful candidates will be enlisted as general service recruits for training as technicians.

All personnel will undergo Phase 1 Military Training of approx. 25 weeks duration. On successful completion of Phase 1 Military Training, personnel will hold the rank of Airman/Airwoman.

Prior to commencing the Aircraft Maintenance Technician course (Phase 2), all personnel will be required to sign an undertaking that, in the event of their voluntary discharge from the Permanent Defence Force within the period of the undertaking, they shall refund to the Minister all monies expended on their training. The AMT undertaking to be signed on admittance to the scheme and the 8 year undertaking will commence when the course and training are complete.

## **PART 1**

### **CONDITIONS GOVERNING THE AWARDING OF A PLACE ON THE AIRCRAFT MAINTENANCE TECHNICIAN COURSE**

#### **1. GENERAL QUALIFICATIONS**

To qualify, a candidate shall at the time of application be:

- (i) a citizen of the State, or be any other person who has a lawful entitlement to reside and work within the State for the period of time that is required for the purpose of any such appointment and
- (ii) be of good character and satisfy any security clearance required and
- (iii) meet the required minimum standards of medical and physical fitness.

#### **2. AGE REQUIREMENT**

Candidates must be 18 years of age or above and under 39 years of age on the closing date of the competition.

***Please note that the upper age limit may be the subject of review in advance of future Competitions.***

#### **3. MINIMUM EDUCATIONAL QUALIFICATIONS**

Candidates must have attained the required minimum educational qualifications at the time of Enlistment, The standard minimum entry requirements are

- a minimum of Grade O6 in five subjects, at ordinary level,
- to include Mathematics, English or Irish or National Equivalent qualification and one of the following subjects: Physics, Chemistry, Engineering, Construction Studies or other STEM (Science, Technology, Engineering and Mathematics).

#### **PLEASE NOTE:**

- Foundation Level and Leaving Certificate Applied subjects do not qualify for the Aircraft Technicians competition.
- **The specific minimum grades in the Leaving Certificate/National Equivalent may be the subject of review in advance of future competitions.**

## MEDICAL AND PHYSICAL STANDARDS

Candidates must be in good mental and bodily health and free from any physical defect, abnormality, physiological condition or history of serious illness likely to interfere with the efficient performance of his/her Military duties.

**a. Height:**

The minimum height requirement is 157.48 cm. Physical standards and weight must be in keeping with height and age.

**b. Vision:**

Vision must be not less than 6/36 in each eye, corrected to not less than 6/6 in one eye and 6/9 in the other. Normal night and colour vision are required. Both eyes must be free from disfiguring or incapacitating abnormality and free from acute or chronic disease. There must be no evidence of squint or latent squint. The eligibility, or not, of applicants who have had previous incisional or laser treatment to correct visual acuity will be determined at the Medical Examination. *Please see Annex B for further information.*

**c. Dental:**

Candidates must be free from any serious periodontal disease and possess teeth to a specific standard, which is not less than the equivalent of eleven over eleven natural teeth functionally opposed. In certain circumstances, artificial teeth may be acceptable.

**d. Hearing:**

A good standard of unaided hearing is essential. Candidates will be required to undergo audiometric examination at which:

- (1) The sum of the hearing threshold at 1,2,3, 4 and 6 kHz should not exceed the age and gender related warning levels contained in the "Guidelines on Hearing Checks and Audiometry Regulations 2007", issued by the Health and Safety Authority.
- (2) Candidates must be able to hear all measured pure tones up to and including 8 kHz at 20dB in each ear. Candidates must also be free from acute or chronic ear disorders.

**Candidates are advised to avoid all sources of loud noise and music for a period of 48 hours prior to this examination as exposure to such noise may adversely affect the results of the examination.**

**PLEASE NOTE:**

**Candidates must satisfy these various medical and physical standards and requirements in order to remain in the Competition.**

## 5. APPLICATION FORM

**Candidates must apply online at** Candidates wishing to undertake the assessments through Irish must make this request known to the Defence Forces Recruitment Section at **[recruitment@defenceforces.ie](mailto:recruitment@defenceforces.ie)**

All correspondence with candidates will be done by email for the duration of the competition. Candidates should ensure the email address given is accurate and correct.

Each application is acknowledged automatically within 24 hours. If an acknowledgement is not received within 48 hours of applying, candidates should immediately contact the Defence Forces Recruitment Section at: 045 492553 or at [recruitment@defenceforces.ie](mailto:recruitment@defenceforces.ie)

Likewise, if an applicant's email address should change, the onus is on the applicant to make contact with the Defence Forces Recruitment Section immediately advising them of the change of email address.

Serving members of the PDF will be required to include their Service Number on the application form.

All Candidates who are invited to attend for the Assessment Phase of the competition, as outlined under Selection Procedure below, will be required to bring valid identification, i.e. Passport or Driving Licence as proof of identity.

In addition, candidates will be required to bring original documentary evidence that they meet the Leaving Certificate (or National Equivalent) minimum educational qualifications, as outlined at the start of Part 1 above.

**Before submitting an application for the Aircraft Maintenance Technician competition, applicants should ensure that they satisfy the eligibility criteria and have read and accept the conditions governing this Competition.**

## 6. SELECTION PROCEDURE

Candidates, if selected, will be required to attend for the various stages of the selection procedure on the dates and times as notified by email. Candidates who fail to attend for any stage of the selection procedure will be disqualified from participation in any further stages of that competition.

### **Stage 1 – Online Psychometric Testing**

Candidates will be required to complete an online unsupervised psychometric test at Stage 1.

Candidates will be required to complete all psychometric tests within the timeframe specified by the Defence Force. Candidates should pay particular attention to ensuring that the contact details specified on their application are correct.

Candidates who have attained the requisite score in the unsupervised online psychometric test at Stage 1, will be required to attend for a subsequent supervised psychometric test at Stage 2.

**Note: If a candidate fails to meet the minimum standard at Stage 1, they will not be permitted to proceed to the next stage of the competition**

## **Stage 2 –Physical Fitness and Suitability Assessments**

Candidates who have attained the requisite score at Stage 1 of the competition, will be required to attend for Physical Fitness Testing and Suitability Assessments as part of the competition. The Physical Fitness Test will consist of the following;

**Physical Fitness Test:** All eligible candidates (to include serving members of the Permanent Defence Force) will initially be called to undergo a Physical Fitness assessment, which is designed to test their potential to endure the rigors of military training (see Annex C). Candidates must attain the minimum standard laid down in order to proceed in the competition. A candidate must complete this test as part of their application and the test is not valid for any other Defence Forces competition. (See Annex ‘D’ for details of the test and suggested training programme).

**The Suitability Assessment will consist of the following:**

**Supervised Psychometric Tests:** If a candidate’s performance at a supervised test is outside the expected scoring range from their unsupervised test at Stage 1, they may be excluded from subsequent stages of the selection process.

**Psychomotor and Cognitive Testing:** Candidates will be required to complete both psychomotor and cognitive testing.

**Note: If a candidate fails to meet the minimum standard of any part of the Physical Fitness Test, or the Suitability Assessments they will NOT be permitted to proceed to the next stage of the competition.**

### **Stage 3 – The Interview**

Successful candidates will be invited to attend a competency based interview where they will be required to demonstrate competency in a selection of the following areas:

- Teamwork
- Technical Aptitude.
- Ability to Work under Pressure
- Military Career Orientation.
- Personal Motivation

In the competency based interview, candidates will be asked to give examples from their own experiences of life, school, university, hobbies, work, pastimes, etc., to demonstrate evidence in a number of the above areas. Candidates who fail any of the competencies at Final Interview will be deemed unsuccessful in the competition.

Stage 2 & 3 may be conducted at locations other than Casement Aerodrome, Air Corps HQ, Baldonnell, Dublin 22.

## **7. EXPENSES**

Candidates, other than a member of the Defence Force, are liable for all expenses incurred in connection with their participation in the Aircraft Maintenance Technician competition and on first reporting for enlistment.

## **8. MEDICAL AND PHYSICAL EXAMINATIONS**

A panel will be formed from Candidates who are successful at interview. Candidates on this panel will be required to undergo and pass a detailed medical examination, which includes an audiometric test.

Candidates who do not pass the medical examination owing to a medical condition that, in the opinion of the Examining Medical Officer, is capable of being remedied by treatment, may be afforded the opportunity of having the condition rectified within one week of their examination at their own cost. Such candidates will be required to submit medical evidence indicating that the condition has been remedied. They may be required to undergo further medical examination, by another Medical Officer. Medical fitness will not be confirmed until the results of all tests are available to the Medical Officer.

## **9. EMPLOYEE VETTING BY AN GARDA SÍOCHÁNA**

Candidates who are invited to attend before an Interview Board will be required to complete and sign a Garda Vetting Application Form. This will, pursuant to the Data Protection Act, 2018, authorise An Garda Síochána to furnish to the Military Authorities, a statement that there are no convictions recorded against the candidate, or if applicable, a statement of convictions.

## **10. OFFER OF PLACEMENT**

Following interview, medical and physical examinations and security clearance being obtained, successful candidates high enough on the order of merit will be offered a placement on the Aircraft Maintenance Technician course. The decision of the Chief of Staff is final. The enlistment of successful candidates on the Aircraft Maintenance Technician Course will be subject to the following:

- a. The candidate passing a pre-enlistment medical examination on reporting for enlistment. This examination is in addition to the detailed medical examination at Paragraph 4 above.
- b. A candidate who is offered a placement must report for enlistment at the required time and place. Failure to report for duty will result in the offer of a place to become an Air Corps Aircraft Maintenance Technician being forfeited.
- c. Successful candidates will complete an initial period (approx. 25 weeks) of military training. On successfully completing this military training, personnel will advance to Airman/Airwoman rank and will then commence technical training as an Aircraft Maintenance Technician as outlined below in part 2.

## **11. CONDITIONS OF ENLISTMENT**

- a. Successful candidates will be enlisted as recruits for general service, for training as technicians. The period of enlistment is for a total (comprising of both service in the Permanent Defence Force and in the Reserve Defence Force) of not more than twelve years. Extension of service in the Permanent Defence Force beyond this initial period will be subject to meeting such criteria as laid down by the Minister for Defence in Defence Force Regulations.
- b. Serving Defence Forces personnel who are successful in the competition will be discharged from the Permanent Defence Force for the purpose of re-enlistment in order to avail of training as a Technician.

Prior to commencing the Aircraft Maintenance Technician course (Phase 2), all personnel will be required to sign an undertaking that, in the event of their voluntary discharge from the Permanent Defence



Force within the period of the undertaking, they shall refund to the Minister the amount set in respect of the cost of training, This represents a substantial undertaking in financial terms and will involve a formal communication with an officer designated by the Director of J7 who will give an outline of the amount of monies due to the Minister. The AMT undertaking to be signed on admittance to the scheme and the 8 year undertaking will commence when the course and training are complete.

- c. Accommodation can be provided.
- d. The normal retirement age for enlisted Defence Force personnel is 62 years of age.
- e. Upon successful completion of the Aircraft Maintenance Technician course, graduates are eligible for the award of a QQI Level 7 Bachelor of Engineering Technology in Military Aviation Technology (B.Eng. Tech. Level 7). Aircraft Maintenance Technician students will also sit the EASA Part 66 modules to obtain theoretical knowledge for EASA B1.1 (FW Turbine), or B1.3 (RW Turbine), or B2 (Avionics) licence requirements.
- f. A student will be removed from the Aircraft Maintenance Technician course if:
  - they fail to show satisfactory progress at any time during the course of training, or fail to pass the examinations required to progress on the course, or fail to develop the qualities requisite for the satisfactory completion of the course, or if their conduct or service is unsatisfactory or
  - as a result of examination by a Medical Board, where, at any time, they are found to be in a medical category lower than that prescribed or,
  - at their own written request.

A **student** who has been removed from the training course (except as a result of the determination of a Medical Board as outlined above), will be permitted to seek discharge by purchase from the Defence Force, or, subject to the recommendation of their Commanding Officer, may be permitted to remain in service in the Line Class. In this case, a person who has previous service in the Permanent Defence Force, will be bound by the terms of their new enlistment.

- g. A **student** leaving the Permanent Defence Force voluntarily following their date of attestation, will be required to pay the following:
  - i. such costs for discharge as specified in Defence Forces Regulations A10, and
  - ii. they shall refund to the Minister all monies expended on their training in accordance with the undertaking (as per 11c above). The period of the undertaking will not exceed 8 years, which will commence upon completion of course and training.

- h. On successful completion of training, technicians will be normally be posted to aircraft maintenance duties in the Air Corps.
- i. Under the terms of the Defence Amendment Act 2006, all Defence Forces personnel, if selected, are expected to serve overseas from time to time.
- j. Upon successful completion of basic military training (Phase 1) students on the AMT course will be paid Military Service Allowance (MSA).
- k. Students on the AMT course shall be required to complete security duties, State ceremonial duties and other duties as directed by the General Officer Commanding the Air Corps.
- l. Students on the AMT course are subject to deployment in accordance with the exigencies of the service.
- m. Successful candidates will be required to undertake compulsory random drug testing throughout their career in the Defence Force in accordance with the Defence Act 1954 and the Defence Force Regulation A7.

## **PART 2**

### **GUIDE TO THE AIR CORPS AIRCRAFT MAINTENANCE TECHNICIAN TRAINING COURSE 2025**

#### **1. THE AIR CORPS AIRCRAFT MAINTENANCE TECHNICIAN COURSE**

The purpose of the Air Corps Aircraft Maintenance Technician course is to provide military aircraft technicians for the Irish Air Corps. The student undergoes full basic military training and passes out as an Airman/Airwoman prior to commencing their technical training. This is a unique opportunity for an individual who has an interest in military training to also pursue a career in aviation maintenance. The initial military training affords the students an opportunity to develop skills which are applicable to the aircraft maintenance environment such as discipline, self-reliance, teamwork and working to exacting standards. The course offers an interdisciplinary approach in which the students obtain a mix of technological and operational skills specifically related to Irish Military aviation requirements.

The system of training is of the highest standard. Students will sit the European Aviation Safety Agency (EASA) Part 66 Aircraft Maintenance Licence Modules to obtain theoretical knowledge for EASA B1.1 (Fixed Wing - Gas Turbine Engine) or B1.3 (Rotary Wing - Gas Turbine Engine) or B2 (Avionics) license requirements. The Air Corps Technical Training School is licenced by the Irish Aviation Authority as an EASA Part 147 School.

Aircraft Maintenance Technician students who successfully complete the EASA theoretical knowledge exams (EASA Part 66 Aircraft Maintenance Licence in either Category B1 or B2) will be enrolled on year 3 of the BEngTech in Aviation Technology (Level 7) DT011, which is the civil programme offered by the accrediting Academic Institute –Technological University Dublin.

The course will be delivered in the Technical Training School of the Air Corps College or in any other place as designated by the General Officer Commanding the Air Corps.

#### **2. PARTICULARS OF TRAINING**

The course has seven phases and is covered in a four-year period. A student must achieve the required standard in each module. This period of service is regarded as a probationary period. If an Aircraft Maintenance Technician student is reported by their Commanding Officer as being unlikely to become efficient or as being otherwise unsatisfactory or fails to complete the training course successfully, they may be discharged from the Permanent Defence Force.

## Military Training

Phase 1 is military training. A candidate, on entering the Permanent Defence Force, will undergo approximately twenty-five (25) weeks of military training prior to the commencement of their Aircraft Maintenance Technician course.

The Military syllabus is designed to develop the character, resilience and discipline of the student. It includes rifle marksmanship, junior leadership, map reading, tactical training, foot drill and other basic military skills. Much attention is also given to the physical development of the trainee technician, through both physical and adventure training.

All training is organised and conducted in a strict, uniform and disciplined manner. Basic military training will be carried out at military bases as directed by the General Officer Commanding the Air Corps. Successful applicants shall be required to live in for the duration of this training.

## Technical Training

Building on the foundation developed during military training, Phase 2 will see the student commence their technical training. During this period the student will continue to develop the skills necessary for life in the military while undergoing a comprehensive and challenging course of training. Technical training consists of the following modules

Phase	Type of Technical Training
2	Off the Job – Theoretical Modules 1 Mathematics 2 Physics 3 Electrical Fundamentals 6 Materials and Hardware 7 Maintenance Practices
3	On the Job – Practical
4	Off the Job – Theoretical Modules 4 Electronic Fundamentals 5 Digital Techniques 8 Basic Aerodynamics 9 Human Factors 10 Air Legislation 14 propulsion 15 Gas Turbine Engines 17 Propellers
5	On the Job – Practical
6	Off the Job – Theoretical Modules

	11 Turbine Aeroplane Aerodynamics 12 Helicopter Aerodynamics 13 Aircraft Aerodynamics
7	On the Job – Practical

Upon successful completion of the Aircraft Maintenance Technician course, the newly qualified Aircraft Technician will be an integral part of the Air Corps maintenance team, providing maintenance to the Air Corps aircraft fleet. Aircraft Technicians are normally based with an Air Corps unit within the State but may be liable for duties overseas with the Permanent Defence Force.

A candidate who fails to progress with their Aircraft Maintenance Technician recruit class will only be afforded an opportunity to complete basic military training and is not assured of a place in any subsequent class for the purposes of undergoing technical training.

Throughout their careers, aircraft technicians, may be assigned to further technical training courses in military or civilian establishments in Ireland or abroad. Defence Force Regulations on Military Education and Training will apply.

### 3. PAY, ALLOWANCES and PRSI

Enlisted personnel pay PRSI contributions under Class H, which insures them for the range of benefits under the Social Insurance code, including the State Pension (Contributory).

The following are the current weekly pay rates applying to successful applicants applying for the Air Corps Aircraft Maintenance Technician:

<b>Non-Commissioned Personnel: Personal Pension Contribution (PPC) rates when recruited on or after 1 January 2013</b>				
<b>Int</b>		<b>Rate of Pay w.e.f 01 January 2025</b>	<b>Military Service Allowance (MSA)</b>	<b>Total</b>
On enlistment		€534.70	€0.00	€537.70
Private 2 Star		€611.57	€0.00	€611.57
Private 3 Star/Airman.	1	€630.96	€163.69	€794.65
	2	€657.99	€163.69	€821.68
	3	€682.92	€163.69	€846.61
	4	€703.46	€163.69	€867.15
	5	€719.22	€163.69	€882.91
	6	€728.42	€163.69	€892.11
	7	€768.34	€163.69	€932.03

\*On successful completion of Recruit and 2-3\* Military training, the Aircraft Maintenance Technician student will move onto the Private/Airman 3 Star pay scale. The technical training element of the Aircraft Maintenance Technician course will take approximately three (3) and a half years on completion of the military training.

**PLEASE NOTE:**

**Candidates should note that different pay and conditions may apply if, immediately prior to enlistment, the appointee is a serving member of the Permanent Defence Force.**

**MILITARY SERVICE ALLOWANCE (MSA):**

Military Service Allowance is not payable to Recruits. Eligibility for the payment of Military Service Allowance is on successful completion of the Military Training course (completion of Phase 1 of the Course) and will commence upon promotion to the rank of Airman/Airwoman in accordance with Defence Force Regulation A10.

**PLEASE NOTE:**

It should be noted that the rate of remuneration and the payment of the allowance outlined above, are subject to review and adjustment on an on-going basis in accordance with changes applicable across the Public Service generally as per Government policy.

All details of pay and allowances are available on the Defence Forces website at [www.military.ie](http://www.military.ie)

**Method of Payment**

Aircraft Maintenance Technicians will be paid on a weekly basis by means of electronic funds transfer to a designated financial institution.

#### **4. OCCUPATIONAL PENSION ARRANGEMENTS**

Members of the Permanent Defence Force (PDF) may qualify for occupational pension and retirement lump sum (collectively called superannuation benefits), as well as spouses'/civil partner's and children's contributory pensions, subject to meeting certain terms and conditions. A person's date of first joining the PDF and whether they have any previous Public Service employment will generally decide their specific occupational pension terms. Successful candidates appointed from this competition will be required to pay appropriate employee pension contributions from weekly pay, as well as the 'additional superannuation contribution' (ASC). In general, anyone joining pensionable public service employment on or after 1 January 2013 is a member of the Single Public Service Pension Scheme. For serving PDF personnel who are successful under this competition, different pension terms may apply, depending on the date they joined the public service and/or the PDF.

**Further details are set out in Annex A**



## **5. TERMS OF APPOINTMENT**

**Candidates should note that all Permanent Defence Force personnel may be engaged in any appointment within the Permanent Defence Force. While Air Corps Technicians are trained to take up technical appointments, it cannot be guaranteed that qualified personnel will be assigned to such technical appointments within establishments.**

Technicians are eligible for promotion through the Non-commissioned and Commissioned ranks. Promotion is subject to personnel undergoing such courses as may be laid down from time to time, and meeting the prescribed criteria for higher rank.

## **6. CLOTHING**

Uniforms are provided to successful candidates.

## **7. ANNUAL LEAVE**

Subject to the exigencies of the service, annual leave not exceeding twenty-eight days may be granted in any one leave year.

It should be noted that this annual leave provision is currently calculated on a 7 day basis. Leave entitlements may be subject to review and adjustment.

## **8. SICK LEAVE**

Sick Leave may be granted in accordance with the provisions of Defence Force Regulation A.12 (Medical Treatment) and Defence Force Regulation S.3 (Pay and Allowances). Sick Leave entitlements may be subject to review and adjustment.

## **9. HEALTH AND WELFARE**

Medical attendance, hospital and dental treatment are provided free subject to the limitations as required by law.

## **10. COURSES**

In order to ensure that a candidate will be competent to carry out the duties of higher rank to which they may be promoted, personnel will be required to undergo such courses as may be laid down from time to time. Such courses undertaken will be subject to the provisions of Defence Force Regulations on Military Education and Training and Undertakings where eligible.



## 1. RETIREMENT BENEFITS

### Introduction

In general, anyone joining pensionable public service employment on or after 1 January 2013 is a member of the Single Public Service Pension Scheme. This Scheme applies to all military personnel who join the Permanent Defence Force (PDF) from 1 January 2013 onwards as first-time new entrants to the Public Service. The Single Scheme also applies if you are a former pensionable public servant who re-joins the Public Service in a pensionable position on or after 1 January 2013, with a break of more than 26 weeks between public service employments.

*Note: In some circumstances, different pension terms may apply for personnel who join the Permanent Defence Force (PDF) from 1 January 2013 onwards who are not first-time new entrants to the Public Service and/or have previously been in the public service. This is relevant in particular for personnel who are currently serving in PDF and are in a different scheme. In this regard, see paragraph below regarding 'Post -2004' Scheme. Specific details on previous schemes are available on request from the Department of Defence.*

### Single Public Service Pension Scheme – summary of main elements for PDF members

- It is a *defined benefit* scheme based on *Career-Average Earnings*.
- Retirement benefits – pension and lump sum – are primarily based on % of *pensionable earnings* throughout your public service career as a Single Scheme member.
- PDF members pay a 7.5% employee contribution from salary towards their Single Scheme benefits, as well as an *Additional Superannuation Contribution* (ASC) – see **Note 1 and 3 below**.
- Each year, you build up money amounts on a *fast accrual* basis towards your Single Scheme retirement benefits. The total of these amounts at retirement, with some adjustments for increases in inflation, determines what your retirement benefits will be.

- Single Scheme retirement benefits are payable immediately on retirement from the PDF only if you serve to the *minimum pension age* of 50, and have the *vesting period of 2 years*<sup>1</sup>.
- If you finish employment with the PDF before age 50 and have completed the vesting period, payment of your retirement benefits is normally *deferred* to the qualifying age for Contributory State Pension (CSP) from the Department of Social Protection<sup>2</sup>.
- Retirement pension (but not lump sum) is *integrated* with the Social Insurance system – see paragraph (a) below.
- There is no cap on the length of time over which members can build pension benefits under the Single Scheme.
- Transferring retirement benefits to Single Scheme from other employments:
  - The option for a member of the Single Scheme to transfer-in benefits from private sector pension schemes is generally available, subject to certain terms and conditions.
  - If, before joining the Single Scheme, you hold deferred retirement benefits from previous employments under a ‘pre-2013’ Public Service pension scheme, you cannot transfer those benefits to the Single Scheme. Those benefits remain to be administered under your earlier pre-2013 pension scheme.
  - If you hold deferred benefits under the Single Scheme from an earlier Single Scheme employment, you do not need to arrange for their “transfer” because it is the same Single Scheme in place across the Public Service.
- There is provision for immediate retirement benefits if compulsorily retired on medical grounds, and for death in service benefits (dependents pensions and death lump sum).
- Following retirement, increases to Single Scheme pension are linked to inflation.

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<sup>1</sup> The *vesting period* for the Single Scheme is 2 years, the minimum length of time you must pay employee contributions into the scheme before becoming eligible for retirement benefits.

<sup>2</sup> For further information see <https://www.gov.ie/en/service/e6f908-state-pension-contributory/#>

## **Defence Forces Post-2004 Pension Scheme – summary of main elements for PDF members**

**‘Post-April 2004’ Defence Forces pension scheme arrangements apply to military personnel recruited to the PDF on or after 1<sup>st</sup> April 2004 and before 1<sup>st</sup> January 2013.**

The ‘post-April 2004’ pension scheme is relevant to anyone who has worked or is working in public service pensionable employment, and who is not a *new entrant* as defined under the Single Scheme. This will generally apply where the person was in a pensionable (non-Single Scheme) public service appointment/position in the 26 weeks immediately prior to enlistment to the Permanent Defence Force.

### **Summary of main elements of ‘post-April 2004’ Defence Forces pension scheme:**

- It is a *defined benefit final salary* scheme.
- As in other pre-2013 Public Service pension schemes generally, retirement benefits are based on *total pensionable service* and *pensionable salary* at retirement date (subject to certain limits).
- A contribution of 1.5% of net pensionable remuneration is payable by ‘post-April 2004’ enlisted personnel, as well as the Additional Superannuation Contribution (ASC) – **see Notes 2 and 3.**
- Retirement benefits are payable immediately on retirement from the PDF only if you serve to the *minimum pension age* of 50, and have the *vesting period* of 2 years.
- If you finish employment with the PDF before age 50 and have the vesting period, your retirement benefits are *deferred*, and payable from age 60.
- Retirement pension (but not lump sum) is *integrated* with the Social Insurance system – see paragraph (a) below.
- Under the ‘post-April 2004’ schemes, maximum retirement benefits generally accrue after 30 years’ pensionable service, known as *fast accrual*.
- There is an overall *40-year limit* on the total pensionable service that can be counted towards retirement pension from a person’s aggregate service across membership of any ‘pre-2013’ Public Service Pension Scheme(s).
- Transferring retirement benefits from other pre-2013 employments: Under the Public Sector Transfer Network, reckonable service may be transferred into the PDF from elsewhere in the public sector (subject to certain conditions).

- There is provision for immediate retirement benefits if compulsorily retired on medical grounds, and for death in service benefits (dependents pensions and death lump sum).
- Following retirement, pensions from the 'post-April 2004' scheme are revised (indexed) in line with public service pension increase policy.

**(a) Integration of retirement pension with the Social Insurance system:**

New entrants to the Public Service on or after 6 April 1995 are generally insurable for full PRSI. For this reason, public service retirement (or spouse's / civil partner's) pensions are subject to **integration** with the State Social Insurance system in accordance with standard Public Service arrangements. Enlisted personnel in the PDF are insurable for Class H PRSI which gives broadly similar entitlements to full PRSI, and their pension is also subject to integration<sup>3</sup>,

Integration means that a person's entitlement to the range of Social Insurance benefits (including the Contributory State Pension) is taken into account when calculating the amount of retirement pension payable. In an integrated pension scheme, the Contributory State Pension (CSP) is regarded as part of the employee's total pension package. Under standard Public Service arrangements, this integration of retirement pension with the Social Insurance system applies from the time the retirement (or spouse's / civil partner's) pension commences payment. This means the retirement pension is adjusted (reduced) from the start by a Social Insurance State Pension *offset*<sup>4</sup>, regardless of whether the person has reached Contributory State Pension age. Integration applies to retirement pension and also to employee contributions, but not to retirement lump sum.

A Contributory State Pension becomes payable upon reaching the qualifying age.

**Note:** The Public Service (Single Scheme and Other Provisions) Act 2012 (the 2012 Act), does not provide for the payment under the Single Scheme of a 'supplementary retirement pension' in the period between Defence Forces mandatory retirement age and State Pension qualifying age.

**(b) Employee pension contributions:**

- **Note 1** – The 7.5% Single Scheme contribution is comprised of 4.2% of *net pensionable remuneration* (which means pensionable remuneration less twice the

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<sup>3</sup> Slightly different integration arrangements apply in relation to members who joined the PDF prior to 2004.

<sup>4</sup> The current value of the Contributory State Pension (CSP)

maximum rate of State Pension Contributory payable from time to time to a person who has no adult or child dependents) plus 3.3% of pensionable remuneration.

- **Note 2** – A contribution of 1.5% of net pensionable remuneration is payable by ‘DF post-April 2004’ enlisted personnel.
- **Note 3** – Subject to certain exemption thresholds, all Public Servants who are in pensionable employment – including members of the PDF – are also liable to pay an *Additional Superannuation Contribution* (ASC). The ASC is separate from the standard employee pension contributions mentioned above. No additional superannuation benefits are earned as a result of the ASC. The ASC applies to pensionable earnings above certain thresholds at different bands and % rates depending on the pension scheme applicable to the member. From 1 January 2020, the ASC bands / rates are as follows:

<b>Additional Superannuation Contribution</b>	
<b>All Public Servants who are members of the Single Public Service Pension Scheme</b>	<b>Fast Accrual members of pre-2013 Public Service Pension Schemes</b>
First €34,500 of pensionable earnings – exempt	First €28,750 of pensionable earnings - exempt
Next €25,500 @ 3.33%	Next €31,250 @ 10%
Balance @ 3.5%	Balance @ 10.5%

**(c) Declarations:**

Under the *Public Service (Single Scheme and Other Provisions) Act 2012* (the 2012 Act), candidates are required to declare:

- any prior Public Service employment, or
- any pre-existing entitlements to a Public Service retirement benefit (whether already paid, in payment or deferred), or
- any existing remuneration from any other Public Service employment, or
- any such employment in which they received a payment-in-lieu of pension for that service.

(d) **Pension abatement:**

The following pension(s) will be immediately **subject to abatement\*** in accordance with the relevant Defence Forces pension scheme rules and/or Section 52 of the *Public Service Pensions (Single Scheme and Other Provisions) Act 2012* (the 2012 Act) :

- a) any Defence Forces occupational pension that is currently in payment to the applicant, or that comes into payment to him/her during the period of re-employment, and
- b) any other civil or public service occupational pension already in payment to the applicant, or that comes into payment to him/her during the period of re-employment.

*\*suspension, reduction or otherwise as the case may be.*

The abatement outcome will depend on factors such as a person's ongoing overall earnings from the public service by way of salary plus pension.

(e) **Pension accrual:**

**For those who are not members of the Single Public Service Pension Scheme** - if the candidate was previously employed in the public service, the 2012 Act limits the amount of qualifying service which can be accrued in existing (pre-2013) pension schemes to a maximum of 40 years' service across all Public Service employments. This may have implications for any new recruit/appointee who has already acquired pension rights in a previous Public Service employment.

(f) **Further information:**

Detailed information on Defence Force pension arrangements can be found on the Department of Defence website at <https://www.gov.ie/en/collection/f65fb1-defence-forces-pension-information/> and on <https://www.gov.ie/en/collection/2a3969-pension-schemes/> - see Enlisted Personnel Single Scheme booklet

See also Department of Public Expenditure and Reform website at <https://singlepensionscheme.gov.ie/for-members/> which gives detailed information on the Single Scheme, and

<https://singlepensionscheme.gov.ie/for-members/scheme-information/scheme-booklet/#> - for a booklet on the 'fast accrual' scheme

**Laser Eye Surgery**

Applicants, for whom any one or more of the following criteria apply, will be deemed unfit to join the Permanent Defence Force:

- (a) Applicants who have had their visual acuity corrected by non-laser surgery or laser surgery involving the raising of a corneal flap
- (b) Applicants who have had corrective laser surgery not involving the raising of a corneal flap, within 12 months of the advertised closing date for receipt of applications
- (c) Where there continues to exist, beyond one year of corrective laser surgery not involving the raising of a corneal flap, significant visual impairment or side effects related to the surgery, or both
- (d) Where, following corrective laser surgery not involving the raising of a corneal flap, the residual corneal stromal thickness is less than 300 microns.

### **Physical Fitness**

#### **PHYSICAL FITNESS TEST**

The physical fitness assessment is designed to test the candidate's current level of physical fitness and their capacity to undergo the rigours of military training. It is composed of two aspects:

- a. Components of physical fitness, consisting of body composition assessment.
- b. Local muscular endurance and aerobic endurance

#### **FORMAT OF THE DEFENCE FORCE INDUCTION FITNESS TEST (DFIFT)**

##### **BODY COMPOSITION ASSESSMENT**

This assesses the candidate's body composition. The candidate will undergo a body mass index (BMI) test and an assessment of body fat % will be assessed using skin calliper test (if necessary). Candidates who score > or equal to 30 on the BMI test must undergo a skinfold calliper test. Candidates who score in excess of 70mm (Males) or 80mm (Females) on the skinfold calliper test will **not** be permitted to continue with the test.

All tests are conducted in sports gear. Candidates are advised to bring the following should they be requested to attend: tracksuit, shorts, singlet or t-shirt, training shoes, towel, and wash gear etc.

**Candidates who wish to prepare for the above tests should do so under the guidance of a qualified instructor.**

##### **AEROBIC ENDURANCE**

Candidates will be required to run 2.4km within the time limit below: (This is a pass or fail test)

Remarks	Males	Females	Distance
Green: test pass	<11 mins 40 sec	<13 mins 10 sec	2.4km
Amber: test pass	<12 mins 45 secs	<13 mins 50 sec	2.4km
Red: test fail	>12 mins 45 secs	>13 mins 50 sec	2.4km

A 'Green' grading reflects the candidate passing the DFIFT and results in immediate selection for induction.



An ‘**Amber**’ grading reflects a reduced aerobic capacity. The organisation **may** select these personnel for induction subject to vacancies. If an applicant achieves an amber pass they will be required to undergo additional fitness training during the induction training period.

A ‘**Red**’ grading reflects the candidate has failed the DFIFT.

An applicant who achieves an “**amber**” result in their aerobic capacity (run) test may be considered for induction into the Defence Force, should the HR demand exist. Applicants inducted under these circumstances will be required to pass the Defence Force Fitness Test (part 2/run) during the induction training period.

### **LOCAL MUSCULAR ENDURANCE**

This will be assessed using push-ups and sit-ups. The time allowed is 60 seconds (This is a pass or fail test).

	<b>Males</b>	<b>Females</b>
Push-ups: (Minimum requirement)	20	20 (modified)
Sit-ups: (Minimum requirement)	20	20

**If a candidate fails to meet any of the above minimum requirements, they will not be permitted to proceed to the next stage of the competition.**

Suggested 4 Week Training Programme for Applicants.

Week	Session 1	Session 2	Session 3
<b>1</b>	15 min Warm up. Steady Run for 20 Mins. Record your distance. 15 min Cool down. Push Ups 5 sets x 5 reps. Sit Ups 5 sets x 5 reps. Stretch.	15 min Warm up. Tempo Training. 4 x 5 min runs with 2 min recovery. Record your distance. 15min Cool down Stretch.	15 min Warm up. Steady Run for 20 Mins. Record your distance. 15 min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps. Stretch.
<b>2</b>	15 min Warm up. Tempo Training. 3 x 6 min runs with 2 min recovery. Record your distance. 15min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps. Stretch.	15 mins Warm up. Steady Run for 25 Mins. Record your distance. 15 min Cool down. Push Ups 4 sets x 7 reps. Sit Ups 4 sets x 7 reps. Stretch.	15mins warm up Tempo Training. 2 x 10 Min runs with 2 min recovery. 15mins Cool down. Push Ups 3 sets x 10 reps. Sit Ups 3 sets x 10 reps. Stretch.
<b>3</b>	15 mins Warm up. Steady Run for 30 Mins. Record your distance. 15 min Cool down. Push Ups 3 sets x 12 reps. Sit Ups 3 sets x 12 reps. Stretch.	15mins warm up Tempo Training. 2 x 1 mile/1600 m runs with 2 min recovery. Record your time. 15mins Cool down. Push Ups 3 sets x 15 reps. Sit Ups 3 sets x 15 reps. Stretch.	15 mins Warm up. Steady Run for 2 Miles. Record your time. 15 min Cool down. Push Ups 2 sets x 17 reps. Sit Ups 2 sets x 17 reps. Stretch.
<b>4</b>	15mins warm up Tempo Training. 2 x 1 mile/1600 m runs with 2 min recovery. Record your time. 15mins Cool down. Push Ups 2 sets x 20 reps. Sit Ups 2 sets x 20 reps. Stretch.	Pre-Test Rehearsal.  Push Ups-20 Repetitions/1 Min. Sit Ups-20 Repetitions/1 Min. 1.5 mile run-Timed. Males-11 min 40 sec. Females-13 min 10 sec.	Recovery session. Allow sufficient recovery time between this session and your test date.
<b>5.</b>	20 push-ups ( 1 Min) 20 sit-ups (1 Min) 1.5mile run (Males - 11 min 40 sec, Females - 13 min 10 sec)		

## Points to Note

This Programme is a suggested training programme. You are under no obligation to undertake it. You do so at your own risk.

**If you are in any doubt about your fitness levels to undertake this programme, see your Doctor first.**

- a. This programme presupposes a certain level of fitness.
- b. **Step 1**-Invest in proper training equipment particularly a good pair of runners.
- c. **Step 2**-Talk to a Defence Force PTI (Physical Training Instructor) or a fitness expert. Get them to help you to tailor this generic programme to suit your ability/lifestyle. Get them to help you with your technique with Push ups and Sit Ups. Videos of correct push ups and sit up technique are available online at [www.military.ie](http://www.military.ie)
- d. **Step 3**-Mark out a safe route of 1.5 miles/2.4km.
- e. **Step 4**-Get a stopwatch to time your runs.
- f. **Step 5**-Set your goals.
  - o **Run**-11 min 40 sec Males/13 min 10 sec Females.
  - o **Push Ups**-20 Repetitions in One Minute.
  - o **Sit Ups**-20 Repetitions in One Minute.
- g. **Warm Up**
  - o Warm up properly before every session.
  - o Exercises: Jogging, fast feet, high heels, high knees and high knee skip.
  - o Try to keep warm up specific to the activity you are doing.
- h. **Heart Rate Intensity**: To achieve the required intensity of exercise use the simple formula.
  - o Example.
    - $220 - \text{your age} = 220 - 20 = 200$ .
    - $75\% \text{ of } 200 = 150 \text{ Beats per minute}$ .
    - This is your target Heart Rate to improve your Cardio-Vascular Endurance)\*(Required Intensity).
    - Check your HR pre and post exercise.
- i. **Cool Down**:
  - o Just a general reduction in pace to decrease blood flow to the activated muscles.
- j. **Stretching**:
  - o Stretching is very important pre and post exercise.
  - o Stretch all major muscle groups and show particular attention to the muscles that are involved in the activity.
- k. **On the Day**:
  - o Arrive on time at the test centre.
  - o Eat 2/3 Hours prior to the Test.
  - o Bring a snack to the Test Centre to stay refuelled.
  - o STAY HYDRATED. Sip water all day.