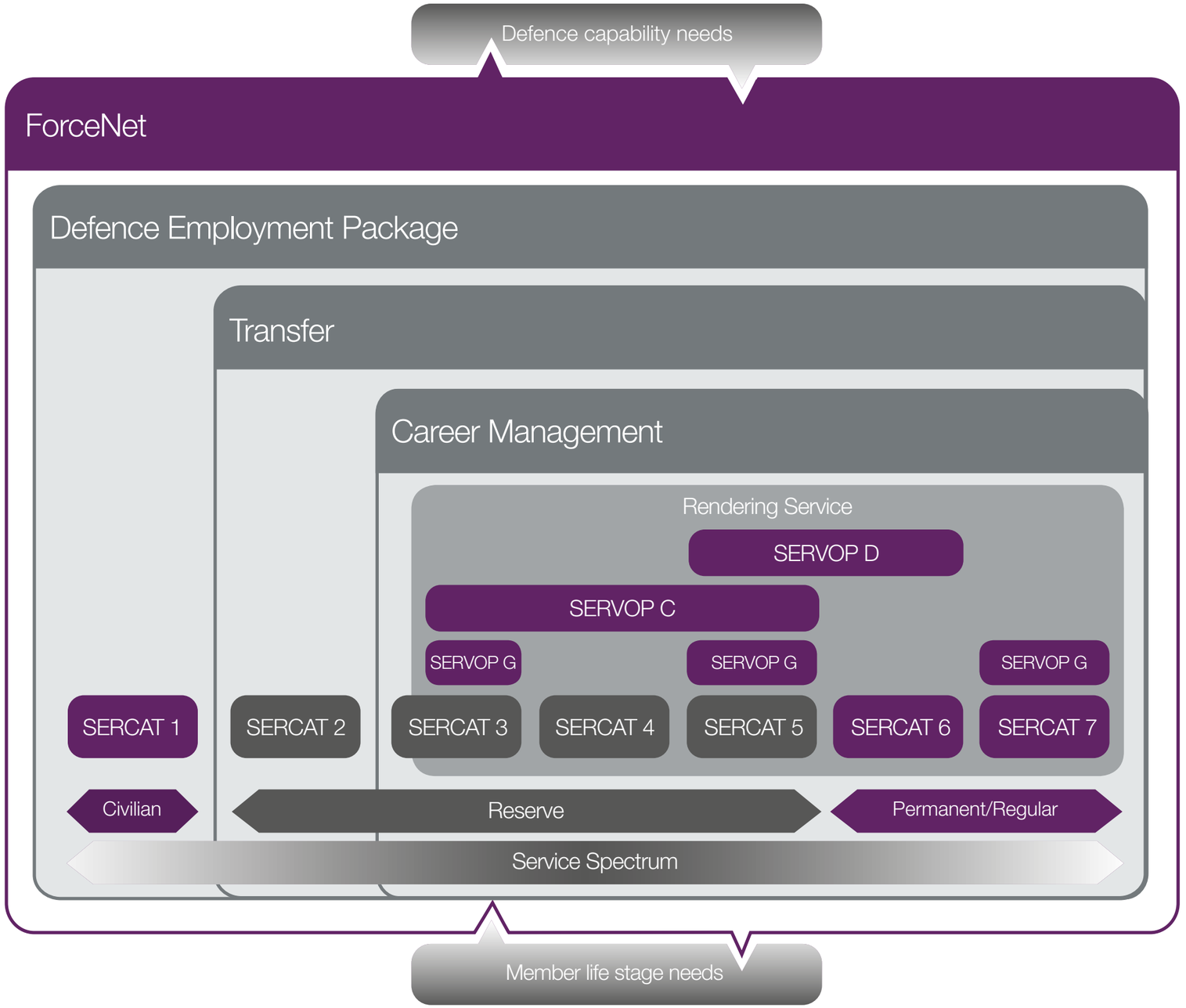
AUSTRALIAN DEFENCE FORCE

ADF Total Workforce System



Service Spectrum

The Service Spectrum consists of seven Service Categories (SERCATs). People are categorised in a single SERCAT at all times and a SERCAT may be combined with a Service Option (SERVOP) as required.

SERCAT 7 – Permanent members rendering full-time service.

SERCAT 6 – Permanent members rendering part-time service who are subject to the same service obligations as SERCAT 7 members.

SERCAT 5 – Members of the Reserves who provide a contribution to capability that extends across financial years and who have security of tenure for the duration of their approved commitment to serve. They are liable for call out.

SERCAT 4 – Members of the Reserves who provide capability at short notice, with their notice to move defined by their Service. They are liable for call out and available to be 'called for'.

SERCAT 3 – Members of the Reserves who provide a contingent contribution to capability by indicating their availability to serve, or who are rendering service to meet a specified task within a financial year. They are liable for call out.

SERCAT 2 – Members of the Reserves who do not render service and have no service obligation. They are liable for call out.

SERCAT 1 – Employees of the Defence Australian Public Service (APS) who are force assigned.

The TWS also provides different Service Options (SERVOPs). A SERVOP may be applicable to more than one SERCAT and is not used in isolation of a SERCAT.

SERVOP C – Reserve members serving in SERCATs 3, 4 or 5 who are rendering Continuous Full-Time Service.

SERVOP D – Permanent members in SERCAT 6 or Reserve members in SERCAT 5 who are serving in the ADF while also working for a civilian employer under a formal shared service/employment arrangement.

SERVOP G – Permanent or Reserve members rendering full-time service in the ADF Gap Year Program.

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What is the ADF Total Workforce System (ADF TWS)?

The ADF TWS is a contemporary workforce **system** that offers a different way of thinking about how our people contribute to capability. The TWS provides Defence with the ability to meet changes in the workforce environment and provide individuals with enhanced access to a range of service arrangements.

The ADF TWS features a new structure of Service Categories (SERCATs) and Service Options (SERVOPs) in which people serve. The **System** strengthens the opportunities for longer-term ADF careers by providing flexible ways to serve, that best meet the needs of both the Services and the member.





Why do we need the ADF Total Workforce System?

The Australian workforce is facing a skills shortage. Over the next decade the number of people leaving employment will be much higher than the number of people joining the workforce, creating strong competition for people. The ADF TWS has been developed to meet this challenge; to attract and retain the people we need.

Research and feedback from over 10,000 ADF personnel revealed that Permanent members want more flexibility and Reservists are seeking more opportunities to serve.

The TWS enables the ADF to draw on the skills and experience of its entire workforce in a more agile and integrated way, so the Services can access the right people at the right time to get the job done.

Features of the ADF Total Workforce System

The **System** delivers greater access to a work-life balance that better aligns with Australian community standards, making a career in the ADF a more attractive and viable option. ADF members can seek approval to move across the spectrum of SERCATs and continue to serve in either the Permanent or Reserve force when their circumstances change.

The **System** offers greater opportunity for improved diversity by enabling Reservists to contribute their combined military and civilian skills, work practices and unique insights in support of ADF capability.

The TWS better positions Defence to respond to changes in the Australian labour market now and into the future.

The **System** includes innovative ways to serve, like flexible service for Permanent members and the dual employment Service Option, SERVOP D.



What's different for members?

Permanent

The ADF will predominantly remain a permanent full-time force. The vast majority of ADF people will be Permanent members who will continue to serve on a full-time basis in SERCAT 7.

However, the TWS will provide Permanent members with greater opportunity to serve flexibly. With approval, those members will be able to attend for duty on a part-time basis for a specified period in SERCAT 6, rendering a pattern of service that meets their needs and those of their Service.

Additionally, if Permanent members wish to transfer to a Reserve Service Category (SERCATs 2, 3, 4 or 5), transfer processes have been streamlined to make transfer to any of those categories more efficient. In the same way, transfer back to Permanent service is easier.

Reserve

Members of the Reserve who are in SERCAT 5 will benefit from greater certainty of tenure and stability in terms of patterns of service, in return for their commitment to serve.

Members in SERCAT 3 will be more closely engaged by their Service Career Management Agencies (CMAs) and will as a consequence, be aware of more opportunities to serve.

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Organisational opportunities

The ADF TWS provides Career Managers and Commanders with greater options for meeting their workforce supply and capability obligations. The ability to deliver capability will be enhanced by having more visibility and access to the entire pool of ADF people.

The TWS will also help Career Managers and Commanders to support members who wish to continue serving, but may need a period of time to meet their broader obligations outside their military career.

The TWS allows Career Managers and Commanders to call on members of the Reserve offering service in SERCATs 3, 4 or 5 to maintain capability, supporting and complementing their Permanent colleagues serving under SERCAT 6 arrangements.

It is important to note that the TWSs flexible service structure is not replacing but instead is complemented by the current Flexible Work Arrangements (FWA) already in place such as:

- working from home
- working at another location, or
- working full-time but in a different pattern to core work hours.



ForceNet

ForceNet is a key component of the ADF TWS. It is a secure e-portal that connects Defence members with their Service, the Department and each other. The internet based platform is accessible anytime, anywhere via your desktop at home or at work, and via your tablet or smart phone. A mobile app is being developed to improve access and the user's experience of ForceNet.

ForceNet is a key communication tool which among other things, allows users to:

- search and view ADF career opportunities
- indicate availability to undertake Reserve service
- join and network with professional groups.

More information

For more information about the ADF Total Workforce **System**, type ADF TWS into the search function on the DRN, or into your search engine on the internet. If you have any questions about the ADF TWS, email **ADFTWS.CoE@defence.gov.au**.

For questions about the application of the TWS, email:

Navy: dnppg.corro@defence.gov.au
Army: Army.TWS@defence.gov.au
Air Force: afhq-persbr-af-regis@defence.gov.au



AUSTRALIAN DEFENCE FORCE

The ADF Total Workforce System

Changing the way we serve



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