

**TERMS & CONDITIONS
AND GENERAL INFORMATION REGARDING**

**OFFICER CADETSHIPS (ARMY LINE) IN THE
DEFENCE FORCE 2024**

IMPORTANT NOTE

A person who wishes to apply for this competition 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 form from a person desiring to be a Defence Force officer 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 becoming an officer of the Defence Force.

Everything contained in these conditions, notes and annexes is subject to the overriding 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 are subject to change under the Defence Force conciliation and arbitration scheme and public service agreements as may be concluded from time to time.

Appointments are open to all eligible candidates, on an equal basis,

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*

CANVASSING WILL DISQUALIFY

NOTE FOR FUTURE COMPETITIONS

These conditions apply for the 2024 Cadetship Competition only and may be reviewed in advance of any future competition.

This document is divided into two sections. Section 1 details the governing conditions, rules and qualifications required for the award of Cadetships in the Defence Force. Section 2 contains general information on the various Cadetships on offer, together with details of pay and conditions of Cadets and Officers.

Cadetships may be available in the following:

ARMY (Line)

ARMY (Equitation School)

ARMY (Engineer Corps)

ARMY (Ordnance Corps)

Subject to the specific criteria being fulfilled as outlined below, applications may be made by the following:

GRADUATES

SCHOOL LEAVERS/NON-GRADUATES

SERVING PERSONNEL

SECTION 1

CONDITIONS GOVERNING THE AWARD OF CADETSHIPS IN THE PERMANENT DEFENCE FORCE

1. GENERAL QUALIFICATIONS

To qualify for the award of a Cadetship, a candidate shall:

- a. 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 enlistment required for the course of training as a cadet and, if subsequently commissioned as an officer, for the additional period of time that is required for the purpose of any such appointment.
 - (ii) Be of good character and satisfy any security clearance requirement.
- b. Be 18 years of age or above and under 39 years of age on the closing date for applications, i.e. 5th May 2024.

2. MINIMUM EDUCATIONAL QUALIFICATIONS

(a) Army (Line)

School Leaver/Non-Graduate Candidates

Must possess a minimum of Grade H5 in 3 Higher Level papers, **and**, Grade O6 in 3 Ordinary Level papers or Grade H7 in 3 Higher level papers.

Candidates must have obtained these grades in a single sitting of the Leaving Certificate examination for CAO computation purposes.

AND

A candidate's educational qualifications must include a minimum of Grade O6 at Ordinary Level or Grade H7 at Higher Level in the following subjects:

- (i) Mathematics.
- (ii) Irish. NUI matriculation exemptions apply.
- (iii) English. Candidates whose first language is not English must satisfy the English language requirements in accordance with NUI Matriculations Regulations.

- (iv) Third language accepted for NUI Matriculation Registration purposes. NUI matriculations exemptions apply.

Subject to meeting the criteria to have obtained a minimum of Grade H5 in 3 Higher Level papers, **and**, Grade O6 in 3 Ordinary Level papers or Grade H7 in 3 Higher level papers, a candidate may use the results of another sitting of the Leaving Certificate for the minimum educational requirements in (i) to (iv) above.

Graduate Candidates must have successfully completed a Bachelor Degree programme at Level 8 of the National Framework of Qualifications.

(b) Army (Equitation School)

School Leaver/Non-Graduate Candidates

Must possess a minimum of Grade H5 in 3 Higher Level papers, **and**, Grade O6 in 3 Ordinary Level papers or Grade H7 in 3 Higher level papers.

Candidates must have obtained these grades in a single sitting of the Leaving Certificate examination for CAO computation purposes.

AND

A candidate's educational qualifications must include a minimum of Grade O6 at Ordinary Level or H7 at Higher Level in the following subjects:

- (i) Mathematics.
- (ii) Irish. NUI matriculation exemptions apply.
- (iii) English. Candidates whose first language is not English must satisfy the English language requirements in accordance with NUI Matriculations Regulations.

Subject to meeting the criteria to have obtained a minimum of Grade H5 in 3 Higher Level papers, **and**, Grade O6 in 3 Ordinary Level papers or Grade H7 in 3 Higher level papers, a candidate may use the results of another sitting of the Leaving Certificate for the minimum educational requirements in (i) to (iii) above.

Graduate Candidates must have successfully completed a Bachelor Degree programme at Level 8 of the National Framework of Qualifications.

(c) Army (Engineer Corps)

Graduate Candidates must have successfully completed:

- a. a Bachelor Degree programme at Level 8 or 9 of the National Framework of Qualifications in either Engineering, Architecture, or other Building Construction related discipline, accredited for membership by Engineers Ireland, Royal Institute of Architects of Ireland or other relevant professional body,

OR

- b. a professional qualification equivalent to one of the foregoing awarded by the relevant professional body.

Where an applicant has a Level 8 or higher NFQ qualification not specified above, they may seek a determination that the qualification meets the requirements subject to submitting suitable evidence of equivalence **to Defence Forces Recruitment Section, Defence Forces Headquarters, Department of Defence, Station Road, Newbridge, W12 AD93**, for the Director of Engineering's determination.

(d) Army (Ordnance Corps)

Graduate Candidates must have successfully completed one of the following Bachelor Degree programmes at Level 8, of the National Framework of Qualifications (NFQ):

Bachelor of Science, Physics and/or Chemistry, **or**
Bachelor of Engineering, Mechanical, Electrical or Electronic Engineering, **or**
Bachelor of Science/Bachelor of Engineering, Optical Electronics or Mech-Electronics

Where an applicant has a Level 8 or higher NFQ qualification not specified above, they may seek a determination that the qualification meets the requirements subject to submitting suitable evidence of equivalence **to Defence Forces Recruitment Section, Defence Forces Headquarters, Department of Defence, Station Road, Newbridge, Co. Kildare, W12 AD93**, for the Director of Ordnance's determination.

PLEASE NOTE:

- **Leaving Certificate Applied does not qualify for the Cadetship competitions.**
- **Where applicable, applications for Cadetships are invited from persons who are sitting examinations in the competition year, which would enable them to satisfy the Minimum Educational Qualifications criteria for each cadetship category. Original documentary evidence that a candidate meets the minimum educational qualifications, as outlined above, must be presented to the relevant Interview Board**

Secretary. Applicants will be notified of a date via email when this evidence must be provided by.

- **Candidates must provide documentary proof from the National University of Ireland, at Stage 1 of the selection procedure, for any educational exemptions. Further information is available on www.nui.ie**
- **In order to be eligible to apply for a Cadetship, holders of European and International qualifications must satisfy the Matriculation Registration requirements as outlined in the current “NUI Matriculation Regulations available on www.nui.ie**
- **The equivalent grades required for those candidates who sat the Leaving Certificate Examination prior to 2017 can be found at Annex E.**

3. 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 their duties.

The following are the minimum physical requirements:

a. Height

A candidates' height will be determined at the Medical Examination – see Para. 8. Weight and chest measurements must be in keeping with height and age.

Min. height: 157.48cm.

Note: BMI will be determined at Stage 2, the Assessment Phase of the competition

b. Vision

Colour vision must be normal. 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 of applicants who have had previous incisional or laser treatment to correct visual acuity will be determined at the Medical Examination. Please see Annex C for further information. Vision must be not be less than 6/18 in each eye, corrected to not less than 6/6 in one eye and 6/9 in the other.

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 an audiometric test 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 under 25 years of age must be able to hear all measured pure tones up to and including 8 kHz at 20dB in each ear. Candidates aged 25 and older must be able to hear all measured pure tones up to and including 8 kHz at 25dB in each ear. Candidates must also be free from acute or chronic ear disorders.

Candidates are advised to avoid all sources of loud noise or music for a period of 48 hours prior to this audiometric test, as exposure to such noise may adversely affect the results of the test.

N.B. Candidates must satisfy these various medical and physical standards and requirements in order to remain in the Competition. In addition, successful Candidates will be required to undertake compulsory random drug testing throughout their career in the Defence Force in accordance with Defence Force Regulation A7.

4. APPLICATION FOR CADETSHIP

Candidates must apply online to www.military.ie. Candidates wishing to undertake the assessments through Irish must make this request known to the Defence Forces Recruitment Section at recruitment@defenceforces.ie

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

Each application is acknowledged automatically by the system 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

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.

Serving members of the Permanent Defence Force 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, graduate candidates and candidates who have sat their Leaving Certificate examination prior to 2024 will be required to bring original documentary evidence that they meet the minimum educational qualifications, as outlined above.

Candidates called to Stage 3 - the Interview - will be required to bring their long form Birth Certificate (Photocopies are not acceptable).

Applicants for an Army Equitation School Cadetship may be asked to provide a digital recording demonstrating their riding skills, which should be no longer than 10 minutes in duration. This is not a scored assessment.

5. SELECTION PROCEDURE – ARMY (LINE), ARMY (EQUITATION SCHOOL), ARMY (ENGINEER CORPS) AND ARMY (ORDNANCE CORPS).

The following competencies have been identified as being essential for an Army Cadet. These competencies will be assessed throughout the various stages of the competition.

Competency	What the candidate will have to display
Planning and Organising	The ability to plan, prioritise and organise people and other resources.
Decision Making and Problem Solving	An ability to carefully analyse problems, in order to generate appropriate solutions. A preparedness to stand by a decision and to accept responsibility for its consequences.
Information Handling	The aptitude for absorbing information; to be able to identify relevant information.
Working with Others	An aptitude for working within a team environment; to be supportive of others.
Communication	Clear, concise and effective communication skills.
Leadership and Supervising	The ability and motivation to take responsibility for others; to co-ordinate and to delegate to others.
Personal Motivation and Discipline	A commitment to the Army as a career. An ability to act on own initiative.
Resilience	Calmness when faced with conflicting demands and when working under pressure.
Physical Capacity	To meet the standards set for the Army Cadet.

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

Stage 1 of the selection procedure involves tests that measure a range of skills and qualities that are necessary in the job. These tests provide a consistent and suitable way of screening candidates at the initial stage of the selection campaign. These tests are designed to identify the most suitable people to go forward to the next stage of the Cadetship Competition. The tests have been designed so that they are fair to all applicants and are objectively scored. Candidates will be required to complete an unsupervised psychometric test online.

Candidates will be supplied with psychometric test familiarisation material in order to introduce them to the format of the tests.

Candidates will be required to complete the unsupervised online psychometric test 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 online 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 – The Assessment Phase

Army, Army (Equitation School), Army (Engineer Corps) and Army (Ordnance Corps) candidates who have attained the requisite score at Stage 1 of the competition, will be required to attend at the Defence Force Training Centre, Curragh, Co. Kildare, for the Assessment Phase (possible overnight duration) of the Competition. The Assessment Phase will consist of the following:

Physical Fitness Test: In order to qualify for a Cadetship, candidates will be required to pass a physical fitness test, which is designed to assess their potential to undergo the rigours of military training. Candidates must attain the standard laid down in order to proceed in the competition. A candidate must complete this test as part of their cadetship application; this test is not valid for any other Cadetship applications or other Defence Force competitions. (See Annex 'D' for details of the test and suggested training programme).

Supervised online Psychometric Test. 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.

Group Assessment: Candidates will be required to participate in a group assessment.

Realistic Job Preview: This involves a familiarisation visit to the Cadet School at the Military College, Curragh, Co. Kildare and informal interaction with instructional staff and Cadets.

All components will be conducted on the one occasion.

Note: If a candidate fails to meet the required standard at the Assessment phase, they will not be permitted to proceed to the next stage of the competition.

Online Personality Questionnaire.

Candidates who have attained the requisite score at Stage 2 of the competition will be sent an online personality questionnaire to be completed within the timeframe specified by the Defence Force prior to attending for interview.

Note: In addition to the above, candidates for Cadetships in the Army Equitation School will be required to undergo and pass a practical equestrian test before attending for Stage 3 - The Interview. If a candidate fails to meet minimum standards of equestrian test, they will not be permitted to proceed to the next stage of the competition. This is a scored test standardised to the 'Showjumping Ireland National 5 Bar Assessment' for young riders. The applicant's score will form part of their overall score in the cadetship competition.

Stage 3 - The Interview

Successful candidates will be invited to the Cadet School, Military College, Defence Forces Training Centre, Curragh Camp, Co. Kildare to attend a competency based interview, where they will be required to demonstrate competency in a selection of the following areas:

- Planning and Organising
- Decision Making and Problem Solving
- Working with Others
- Communication
- Leadership and Supervising
- Personal Motivation and Discipline
- Resilience
- Information Handling

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 several of the above areas. Candidates who fail any of the competencies at Interview will be deemed unsuccessful in the competition.

Feedback is available upon request. All requests for feedback must be received within 3 months of issuance of the individuals result.

6. BONUS MARKS.

Candidates who are members of the Defence Force and who satisfy the requirements at paragraph 7(a) or 7(b) of these conditions will receive a % bonus mark of the total marks at the final interview. These bonus marks are as follows:

Serving NCO in the Permanent Defence Force	8%
Serving Private in the Permanent Defence Force	6%
Serving Officer or NCO in the Reserve Defence Force	3%
Serving Private in the Reserve Defence Force	2%

The process of awarding bonus marks may be the subject of review in advance of future Cadet Competitions.

7. PROVISIONS FOR CERTAIN MEMBERS OF THE DEFENCE FORCE

The following personnel of the Defence Force will be eligible for the award of additional marks as specified in paragraph 6 of these conditions:

- a. Members of the Permanent Defence Force who are serving on the date of commencement of interviews by the Final Interview Board.

Note: Before entering upon the prescribed course of Cadet training successful candidates who are Non-Commissioned Officers of the Permanent Defence Force will revert to the rank of Private Three Star. See para.2 of Annex 'A'.

- b. Members of the Army Reserve or the Naval Service Reserve who have been on the effective strength of their Units from 1 January, of the year previous to the competition year, and who continue to remain on such effective strength up to the date of commencement of interviews by the Final Interview Board, and-who have Completed a course(s) of training or instruction amounting to a minimum total period of fourteen days, as prescribed in paragraph 40 of Defence Force Regulation R.5.

Note: Successful candidates who are members of the Army Reserve (AR) or Naval Service Reserve (NSR) must, before entering upon the prescribed course of Cadet training, tender the resignation of their commissions if they are Officers or be discharged from the AR or NSR if they are Non-Commissioned personnel.

8. 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.

9. 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 and pulmonary function tests, blood tests, an electrocardiograph and full ophthalmology review.

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***. 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.

10. AWARD OF CADETSHIPS

The Minister for Defence, whose decision is final, awards Cadetships to successful candidates. The award of Cadetships will also be subject to successful candidates passing a pre-enlistment medical examination that is in addition to the detailed medical examination as outlined at paragraph 9.

A candidate who is awarded a Cadetship must report for enlistment at the required time and place. Failure to report for enlistment will result in the Cadetship being forfeited. The closing date for inducting applicants from the 2024 Cadetship competition will be confirmed at a later date.

11. EXPENSES

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

12. TERMS OF ENLISTMENT

Candidates to whom Cadetships have been awarded, except for candidates who are already serving in the Permanent Defence Force, are enlisted as a Private for such periods as are necessary to complete the prescribed course of training.

13. OVERSEAS SERVICE

Under the terms of the Defence Amendment Act 2006, all Defence Force personnel, if selected, are expected to serve overseas from time to time.

14. WITHDRAWAL OF CADETSHIP

A Cadetship will be withdrawn from a Cadet if:

- a. on completion of the prescribed course of training, they does not qualify for nomination by the Chief of Staff for appointment to be an officer and is not permitted to repeat any of the stages of the course or to extend the period of training; or
- b. they fail to show satisfactory progress at any time during the course of training or fail to develop the qualities requisite for the satisfactory completion of the course or if their conduct or service is unsatisfactory; or
- c. as a result of examination by a Medical Board, appointed by the Director, Medical Branch, they are, at any time, found to be in a medical category lower than that prescribed; or
- d. at their own written request: or
- e. in the interests of the service.

A Cadet from whom a Cadetship has been withdrawn (except as a result of c. and e. above) may, if they were a member of the Defence Force before being awarded the Cadetship, be permitted to revert to their previous service engagement and rank, or be discharged from the Defence Force.

In relation to the above, a Cadet who holds honorary membership of the Association may seek advice and support from the Representative Association of Commissioned Officers (RACO).

SECTION 2

CADETSHIPS IN THE DEFENCE FORCE

15. THE ROLES OF THE PERMANENT DEFENCE FORCE

- To provide for the military defence of the State from armed aggression;
- To participate in multi-national peace support, crisis management and humanitarian relief operations in accordance with Government direction and legislative provision;
- To aid the civil power – meaning in practice to assist, when requested, An Garda Síochána, who have primary responsibility for law and order, including the protection of the internal security of the State;
- To contribute to maritime security encompassing the delivery of a fishery protection service and the operation of the State’s Fishery Monitoring Centre, and in co-operation with other agencies with responsibilities in the maritime domain, to contribute to a shared common maritime operational picture;
- To participate in the Joint Taskforce on Drugs interdiction;
- To contribute to national resilience through the provision of specified defence aid to the civil authority (ATCA) supports to lead agencies in response to major emergencies, including cyber security emergencies, and in the maintenance of essential services, as set out in MOUs and SLAs agreed by the Department of Defence;
- To provide a Ministerial air transport service (MATS);
- To provide ceremonial services on behalf of Government;
- To provide a range of other supports to government departments and agencies in line with MOUs and SLAs agreed by the Department of Defence e.g. search and rescue and air ambulance services;
- To contribute to Ireland’s economic wellbeing through engagement with industry, research and development and job initiatives, in support of government policy;
- To fulfil any other tasks that Government may assign from time to time.

The Defence Force have a proud record of participation in Peacekeeping Missions and members of the Defence Force are currently serving with approximately fourteen missions throughout the world.

16. THE ARMY

The Army is divided into two territorial Brigade areas, 1 Brigade and 2 Brigade, for operational and support reasons. Each Brigade Area has a Permanent Defence Force Brigade into which various Infantry and supporting arms units are integrated.

In addition to the two territorial Brigade areas, the Defence Force also maintains the Defence Force Training Centre (DFTC) at the Curragh Camp in which the principal training installations and logistical support units are based.

The nine Army Corps are as follows: the Infantry Corps, Artillery Corps, Cavalry Corps, Engineer Corps, Communications and Information Services Corps, Transport Corps, Military Police Corps, Medical Corps and Ordnance Corps. Each Corps has a designated military task, the specialised nature of which offers the young officer the opportunity of a career in a particular sphere.

The Army has at its disposal a wide array of modern equipment and weaponry ranging from modern armoured personnel carriers to the personal weapon of the Irish soldier - the 5.56mm Steyr rifle.

The Army Cadet (Line Officers)

The purpose of Cadet training is to develop character and leadership skills and instil a sense of duty and responsibility in the Cadets. To benefit from that training, which is conducted in an environment of strict discipline, the Cadet needs mental acuity and physical agility.

The course of training in the Cadet School, Military College, DFTC, Curragh Camp is of approximately 17 months duration for all applicants. During this time the Cadet is instructed in weapons handling (to instructor level), tactics (conventional, internal security and counter-insurgency), arms and foot drill, basic military engineering, human resource management, communications skills, military law, and academic studies which include leadership, Irish and military history, politics and accountancy.

Cadets are required to take an active interest in sport, to which special attention is given and for which provision is made in the curriculum. A module of the Course is undertaken in the Defence Force Physical Education School where each Cadet is required to qualify as a Physical Training Leader.

Army (Line) Cadet and Officer Profiles are available at www.military.ie and www.careersportal.ie

THE ARMY EQUITATION SCHOOL

The Army Equitation School was founded in 1926, for the purpose of promoting the Irish Horse, both nationally and internationally. The Equitation School is directly involved in equestrian sport and its Army riders, with Irish bred horses, have made a considerable contribution to Irish Show Jumping and Event Teams down through the years.

Members of the Equitation School have participated at Olympic, World and European Championship level and have also contributed to many Aga Khan Trophy successes at the Dublin Horse Show.

The Army Equitation Cadet

Equitation School Cadets undergo the same course of training as Army Cadets outlined above. During training, the facility to ride horses may be made available in the Equitation School, at the discretion of Officer in Charge, Equitation School.

Successful equitation applicants will on completion of their Cadetship qualify as Army Line Officers and will initially be posted to the Equitation School as a Riding Officer. Subject to the resources and requirements of the Army Equitation School, those officers will receive training and compete on Army Equitation School horses as directed. Officers will be retained in service of the equitation school until such time as their service as a riding officer in the Equitation School is no longer required. Former Equitation School Officers will be transferred to an alternative Unit within the Defence Force subject to them meeting the necessary criteria for that unit.

THE ENGINEER CORPS

The Corps of Engineers is responsible for ensuring that the Defence Force can live, manoeuvre and operate wherever they may be deployed. As a combat support corps, the troops are qualified soldiers, combat engineers, and technicians. In addition to all-arms capabilities, they provide the essential specialist skills to build bridges, construct routes, clear obstacles, employ explosive demolitions, conduct high risk specialist search and clearance, and build fortifications and operational bases both at home and overseas while providing essential life support capabilities such as power generation, potable water production and firefighting.

The Corps of Engineers is also responsible for the maintenance of the Defence Force infrastructure such as barracks, training areas, airfields, and naval installations. This includes overseeing maintenance staff, design tasks, contract and tender preparation, project management and acting as the Defence Organisation's representative during ongoing projects.

The Engineer Cadet

Engineer Cadets undergo the same course of training as Army Cadets outlined above. On successful completion of Cadetship, the Cadet will be eligible, in accordance with Paragraph 17, for appointment as a Commissioned Officer in the rank of Lieutenant. On appointment to the Corps of Engineers, the Commissioned Officer will receive Rate 2 pay.

On appointment to the Corps of Engineers, an Engineer Officer will be expected to successfully complete a Military Engineer Young Officers Course of approximately 12-15 months duration. Graduates of this course will be awarded a Master's Degree (Level 9 of the National Framework of Qualifications).

Any Engineer Officer that fails to complete the Engineer Young Officer Course will be posted to an Army Line Officer Appointment, outside of the Corps of Engineers and will revert to Rate 1 pay, on the recommendation of Deputy Chief of Staff (Support).

THE ORDNANCE CORPS

The Army Ordnance Corps was first established as a separate entity in May 1922. The Ordnance Corps has an operational and a logistical role within the Defence Force. The logistical role is to provide technical support in the Procurement, Storage, Distribution, Inspection, Maintenance, Repair and Disposal of all items of Ordnance.

The Complete list of ordnance related equipment in use within the Irish Defence Force is extensive but includes Ammunition, CBRN Detection Equipment & Protection, Explosives, Tentage, Night Vision Equipment & Thermal Imaging Assets, Clothing, Armour Protection, Robotics, Heavy and Light Weapons, Turrets & Mounting Systems, Naval armaments, Fire Control Instrumentation, Field Catering Equipment and Tactical Engagement Systems & Simulators.

The Ordnance Corps also provide the only Explosive Ordnance Disposal (EOD) service within the state in Aid to the Civil Power and supervise the development of C-IED within the Defence Force.

The Ordnance Cadet

Ordnance Cadets undergo the same course of training as Army Cadets outlined above. On successful completion of Cadetship, the Cadet will be eligible, in accordance with Paragraph 17, for appointment as a Commissioned Officer in the rank of Lieutenant. On appointment to the Ordnance Corps, the Commissioned Officer will receive Rate 2 pay.

On appointment to the Ordnance Corps, an Ordnance Officer will be expected to successfully complete a Young Officers Course of approximately 12-15 months duration in the Ordnance School, Curragh Camp. During their career, Ordnance Officers will also have the opportunity to complete a Master's Degree (Level 9 of the National Framework of Qualifications) in a variety of disciplines that will be of benefit to the organisation.

Any Ordnance Officer that fails to complete the Young Officer Course will be posted to an Army Line Officer Appointment, outside of the Ordnance Corps and will revert to Rate 1 pay, on the recommendation of Deputy Chief of Staff (Support).

17. APPOINTMENT TO COMMISSIONED RANK

A Graduate Cadet who satisfactorily completes the prescribed course of military training and who passes such examinations and tests as may be laid down will be eligible for appointment as a commissioned officer in the Army rank of Lieutenant (Lt).

A non-Graduate Cadet who and satisfactorily completes the prescribed course of military training and who passes such examinations and tests as may be laid down will be eligible for appointment as a commissioned officer in the Army rank of Second Lieutenant (2/Lt).

18. THIRD LEVEL EDUCATION/UNDERTAKINGS/FEES

Tuition and examination fees in respect of Cadets/Officers attending 3rd Level Institution will be met from public funds. Textbooks, instruments etc., will be made available without charge but will remain the property of the Minister for Defence. During attendance at college, Cadets/Officers will normally be accommodated in Military Barracks and will be in receipt of normal pay and allowances. The USAC Scheme will only apply to non-graduate cadets.

Personnel of the Army, inducted under paragraph 2.a. and under the Addendum, who are considered suitable may, subject to the exigencies of the service and the requirements of the Defence Force, be assigned to a course of study leading to a degree at National University of Ireland, Galway or a course of study leading to a degree at some other third level College of Education, as approved by the Director of Defence Forces Training & Education.

In addition, Commissioned Officers who undertake certain courses at public expense will be required to subscribe to an undertaking (or undertakings), copies of which are available on request, that, on being granted permission to retire from the Permanent Defence Force at any time after they have commenced the course and before they have served in the Defence Force for a minimum number of years reckoned from the date of completion of their third level training, they will refund the cost of such training to the Minister for Defence including the cost of pay and allowances paid to them during the period of attendance at the course.

Payment of the amount involved, including the cost of any pay and allowances paid to them during the attendance at the course, must be made in full and up-front i.e. before the actual

date of their retirement. However, in every case, the granting of permission to a Commissioned Officer to retire or resign from the Defence Force is a matter for the appropriate authority in accordance with the relevant provisions of the Defence Act.

19. PAY, ALLOWANCES & PRSI

- a. Pay and Allowances, see Annex A.

It should be noted that the payment including the rate of payment of these allowances are subject to review and adjustment on an ongoing basis under Government policy.

- b. On enlistment to the PDF (see paragraph 12) Cadets are liable to pay PRSI contributions at the Class H rate. On appointment as an Officer (see paragraph 17), they pay PRSI at the Class A rate. In both cases, they are covered for the range of benefits under the Social Insurance code, including the State Pension (Contributory) subject to meeting the qualifying criteria under the Social Welfare Acts – see paragraph 20 and Annex B.

- c. Method of Pay

Cadets and Officers are paid on a monthly basis by means of electronic funds transfer to a designated financial institution.

20. RETIREMENT BENEFITS

This should be read in conjunction with **Paragraph 19 (Pay, Allowances and PRSI)** and **Annex A and B**.

Members of the Permanent Defence Force (PDF) may qualify for retirement benefits (also called *superannuation benefits*), provided they meet certain terms and conditions. The superannuation arrangements for members of the PDF are *defined benefit* pension schemes.

The main benefits are:

- a retirement pension,
- a retirement lump sum (gratuity) or death in service lump sum, and
- spouses'/civil partner's and children's contributory pensions.

Pension contributions are payable by the scheme members from their Defence Force salary towards their retirement and dependants benefits.

In general, Cadets joining the PDF and who are commissioned as Officers may, subject to certain conditions, qualify for payment of retirement benefits from age 50 (*minimum pension age*).

As indicated in **Paragraph 23** below, the mandatory retirement age for Officers varies depending on retiring rank.

Membership of the relevant pension scheme is compulsory. The specific pension scheme that applies to *new entrant* PDF personnel depends primarily on whether the person is joining the Public Service for the first time.

- **Single Public Service Pension Scheme**

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 PDF from **1 January 2013 onwards** as first-time new entrants to the public service. Those arrangements are provided under the *Public Service (Single Scheme and Other Provisions) Act 2012* ('the Single Scheme').

Annex B below summarises the Single Scheme pension terms for new entrants joining the PDF, with no previous public service employment history, from 1 January 2013 onwards.

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. Specific details are available on request from the Department of Defence.

21. ANNUAL LEAVE

Annual leave to the extent of 31 days may be granted to Cadets and Junior Officers. Senior Officers (Commandant and higher ranks) may be granted 43 days leave in accordance with the provisions of Defence Force Regulation (DFR) A.11.

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.

22. 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.

23. PROMOTION AND RETIREMENT

Subject to the terms of Defence Force Regulations, Officers are eligible for consideration for promotion through the commissioned ranks. The age for retirement of Officers ranges from 60 years of age (Second Lieutenant/Ensign) to 63 years of age (Lieutenant General), depending on rank and is subject to review.

Rank		Retirement Age
Second Lieutenant/Lieutenant		60
Captain		60
Commandant		60
Lieutenant Colonel		60
Colonel		60
Brigadier General		61
Major General		62
Lieutenant General		63

24. UNIFORMS AND ACCOMMODATION

A Cadet is issued uniforms and accessories. Commissioned Officers receive a grant, in accordance with the scales laid down, to assist towards the cost of providing themselves with uniform and equipment. An allowance is currently paid to a Commissioned Officer towards the purpose of replenishing their kit.

It should be noted that the allowance provided for on commissioning, shall be paid on the basis of a submission by the officer of certified receipts up to but not exceeding the value of the initial allowance to the Finance Branch, Department of Defence, Renmore, Galway. The initial allowance is exempt from taxation, while the replenishment allowance paid in subsequent years is subject to taxation under the taxation arrangements in place at the time, currently 40% is taxable and 60% not taxable.

A Cadet is entitled to accommodation and meals without charge subject to the terms of Defence Force Regulations. Single Living-In Commissioned Officers, are provided with official accommodation, in respect of which a deduction may be made from pay.

25. MEDICAL ATTENDANCE AND HOSPITAL TREATMENT

Primary health care i.e. medical attendance at and treatment by a doctor or primary care medical team in the Defence Force, including e.g. physiotherapy, routine dental treatment etc., some limited in-house secondary care and the provision of medication prescribed by a Medical Officer, are provided without charge, subject to any limitations as required by law.

In accordance with Defence Force Administrative Instructions, cadets who develop a medical condition preventing them from continuing or competing their cadetship, may be referred by the Defence Force Medical Officer or the attending doctor for secondary treatment as a private patient to a consultant or for private treatment in hospital subject to financial sanction and any other limitations as required by law. The medical service provided to members of the Defence Force is by nature an occupational medical service and as such, services such as cosmetic surgery (where such does not arise from occupational injury), etc. are not provided.

26. PAY AND ALLOWANCE - BENEFIT IN KIND

The tax status and taxation of any benefit, payment or allowance paid to members of the Defence Force is a matter between the individual taxpayer and the Revenue Commissioners and must be disclosed by the individual to the Revenue Commissioners. The Department will not be liable for the financial impact, positive or negative, of any change in the tax status of any current payment, allowance or benefit paid or made available to members of the Defence Force, or any determination of their tax status, as may be directed by the Revenue Commissioners from time to time.

Pay and Allowances etc.

1. In line with Department of Finance instructions of 23 December 2010, starting pay will be at the minimum of the scale. The rate of remuneration may, be adjusted from time to time in line with Government pay policy.
2. The following are the current rates of pay that apply to Cadets with effect from 1 October 2023:

Officers Pay: Rate 1 - Cadets	Current Rates of Pay wef. 1 October 2023
Point	Personal Pension Contribution (PPC) scale Full PRSI (Class H)
1 st	€22,630
2 nd	€25,149
3 rd	€28,361
4 th	€31,253
5 th	€35,157

Where enlisted personnel take up a cadetship and where the 1st point of the scale is lower than the current value of the soldier pay plus any continuous allowances then the cadet will be placed on an off-point rate. On commissioning the officer will be placed on the appropriate point of that pay scale or will continue on the off-point rate, whichever is greater. This off-point rate will continue to be paid until incremental progression allows for convergence with the established pay scale rates.

3. On enlistment to the Permanent Defence Force (see paragraph 12) Cadets are liable to pay PRSI contributions at the Class H rate. On appointment as an Officer (see paragraph 17), they are liable for the Class A PRSI rate. In both cases, they are covered for the range of benefits under the Social Insurance code, including the State Pension (Contributory) – see also paragraph 20 and Annex B.
4. In general, persons commissioned as Officers following completion of a Cadetship under this competition, will qualify for the following rates of pay and allowances:

Army Equitation (Pay Rate 1)

Current Rates of Pay wef. 1 October 2023.				
Rank	Service	Army, Equitation	Military Service Allowance	Total Pay
2nd Lieutenant	On appointment	€35,972	€5,990	€41,962
	After 1 year in Rank	€39,804	€5,990	€45,794
Lieutenant	On appointment	€41,255	€5,990	€47,245
	After 1 year	€41,919	€5,990	€47,909
	After 2 years	€43,313	€5,990	€49,303
	After 3 years	€44,733	€5,990	€50,723
	After 4 years	€46,296	€5,990	€52,286
	After 5 years	€47,727	€5,990	€53,717
	After 6 years	€49,157	€5,990	€55,147
	After 7 years	€49,974	€5,990	€55,964
	After 8 years	€51,168	€5,990	€57,158
After 9 years	€52,381	€5,990	€58,371	

Army Engineering / Ordnance (Pay Rate 2)

Current Rates of Pay wef. 1 October 2023				
Rank	Service	Army, Engineer/ Ordnance	Military Service Allowance	Total Pay
Lieutenant	On appointment	€49,075	€6,467	€55,542
	After 1 year	€49,791	€6,467	€56,258
	After 2 years	€51,834	€6,467	€58,301
	After 3 years	€53,414	€6,467	€59,881
	After 4 years	€55,139	€6,467	€61,606
	After 5 years	€56,740	€6,467	€63,207
	After 6 years	€58,062	€6,467	€64,529
	After 7 years	€59,240	€6,467	€65,707
	After 8 years	€60,575	€6,467	€67,042
After 9 years	€61,913	€6,467	€68,380	

Military Service Allowance

In addition to basic pay, Military Service Allowance is payable to Officers holding the commissioned ranks of Second Lieutenant/Lieutenant.

It should be noted that the payment including the rate of payment of these allowances are subject to review and adjustment on an ongoing basis in accordance with changes applicable as per Government policy.

RETIREMENT BENEFITS

Introduction

- (a) In general, anyone joining pensionable public service employment on or after 1 January 2013 is a member of the Single 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. Specific details are available on request from the Department of Defence.*

Single 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 **Notes 1 and 2 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*¹.
- If you finish employment with the PDF before age 50 and have the vesting period, payment of your retirement benefits is normally *deferred* to the qualifying age for *Contributory State Pension* (CSP)² from the Department of Social Protection.

¹ 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.

² The current qualifying age for all State Pensions is 66.

- Retirement pension (but not lump sum) is *integrated* with the Social Insurance system – see paragraph (b) 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.

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

New entrants to the Public Service on or after 6 April 1995, including Commissioned Officers in the PDF, are 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.

This 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*³, regardless of whether the person has reached

³ The current value (at January 2024) of the Contributory State Pension (CSP) reduction is €277.30 per week / € 14,419.60 Annually

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

(c) 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 maximum rate of State Pension Contributory payable from time to time to a person who has no adult or child dependants) plus 3.3% of pensionable remuneration.
- **Note 2** – 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:

Additional Superannuation Contributions
All Public Servants who are members of the Single Public Service Pension Scheme
First €34,500 of pensionable earnings – exempt
Next €25,500 @ 3.33%
Balance @ 3.5%

(d) 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.

(e) Pension abatement:

If a person was employed previously in the Public Service and is in receipt of a pension from the Public Service, the 2012 Act provides for the *abatement* (i.e. reduction / suspension) of any Public Service pension on re-employment within the Public Service, even where the new employment is in a different area of the Public Service. The outcome will depend on factors such as a person's ongoing overall earnings from the Public Service by way of salary plus pension.

(f) Further information:

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

See also the Department of Public Expenditure and Reform website at ; <https://singlepensionscheme.gov.ie/> and, <https://singlepensionscheme.gov.ie/for-members/scheme-information/scheme-booklet/#> - see booklet for Fast Accrual (Uniformed) Members

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 ETC.**PHYSICAL FITNESS TEST**

The physical fitness assessment is designed to test the candidate's current level of physical fitness and his/her 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 one and a half miles 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 the candidate progressing to the next stage of the competition.

An '**Amber**' grading reflects a reduced aerobic capacity. An applicant inducted with an amber grading will be required to pass the Defence Force Fitness Test (part 2/run) during stage 1 of the Cadet Training Course (initial 12 weeks). Cadets must pass the Defence Force's fitness test

in order to be approved and recommended for commissioning as an officer of the Permanent Defence Force.

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 stage 1 of the Cadet Training Course (initial 12 weeks).

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).

	Males	Females
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 Cadetship Applicants.

Week	Session 1	Session 2	Session 3
1	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.
2	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.
3	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.
4	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.
5.	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.

- a. This programme presupposes a certain level of fitness. **If in doubt talk to your GP.**
- 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
- 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.
 - **Run**-11 min 40 sec Males/13 min 10 sec Females to achieve a green result.
 - **Push Ups**-20 Repetitions in One Minute.
 - **Sit Ups**-20 Repetitions in One Minute.
- g. **Warm Up**
 - Warm up properly before every session.
 - Exercises: Jogging, fast feet, high heels, high knees and high knee skip.
 - 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.
 - 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:**
 - Just a general reduction in pace to decrease blood flow to the activated muscles.
- j. **Stretching:**
 - Stretching is very important pre and post exercise.
 - Stretch all major muscle groups and show particular attention to the muscles that are involved in the activity.
- k. **On the Day:**
 - Arrive on time at the test centre.
 - Eat 2/3 Hours prior to the Test.
 - Bring a snack to the Test Centre to stay refuelled.
 - STAY HYDRATED. Sip water all day.
- l. **If you are in any doubt about your fitness levels to undertake this programme, see your Doctor first.**

ANNEX E

The following table details the equivalent grades required for those candidates who sat the Leaving Certificate Examination prior to 2017, in order to meet the Minimum Educational Qualifications as detailed in Paragraph 2:

Pre- 2017 Leaving Certificate Grading Scale	Current Leaving Certificate Grading Scale
A1	H1/O1
A2	H2/O2
B1	
B2	H3/O3
B3	
C1	H4/O4
C2	
C3	H5/O5
D1	
D2	H6/O6
D3	
E	H7/O7
F	H8/O8