



## RECRUITMENT AND TRAINING MANAGEMENT

TODAY'S CHALLENGE IS TO LOCATE, RECRUIT AND TRAIN SUFFICIENT NUMBERS OF YOUNG PEOPLE TO MEET NATIONAL DEFENCE NEEDS

/// FACT SHEET



EDS' Recruiting and Training Solutions (RTS) equip users with a comprehensive set of tools to administer military recruiting and individual training in a consistent, coherent and efficient manner, and provide the information essential for effective planning, command and control.

### MPLM

Recruiting and Training Solutions are key components of Military Personnel Lifecycle Management (MPLM), which is the comprehensive, integrated and configurable provision of personnel support functions for the professional military individual, organisation and community. This includes tools covering the full range of personnel support functions, such as pay, expenses, pensions, allowances, personal records, job selection and career management for the regular, reserve and veteran communities.

### BENEFITS

- Shortens recruitment timescales.
- Identifies inefficiencies in the training cycle.
- Provides visibility of recruit and trainee status at all stages from first contact.
- Provides a complete picture of the recruit/trainee pipeline.
- Informs management decisions.
- Identifies non training time.
- Creates a coherent approach to learning.

### Overview

Since 1996, EDS has provided recruiting and training solutions to the United Kingdom Armed Forces starting with the provision of a training management solution for the British Army to develop, maintain and deliver courses in line with the Systems Approach to Training (SAT). Subsequently, this was extended to deliver the training support services to the Royal Marines and then to encompass management of the entire recruiting process. These services manage trainees through the pipeline of recruitment, selection, initial training through to trade training and appointment to one of the operational commands. The recruiting services are also used by the Royal Navy and the Royal Air Force. Training management services are provided to the Royal Navy to enable the tracking of new recruits through their training pipeline. These solutions have been updated to address changing business and technical environments, and can be used independently or as part of an integrated personnel support system. In addition to these specific business tools, EDS provides an enterprise-wide information infrastructure to deliver these services to around 10,000 users across several hundred locations in the UK and Germany ranging from local recruiting offices to major military training centres.

### Recruiting and Training Solutions

EDS' solutions that support service-wide recruiting and training administration include:

- **TAFMIS-T:** A suite of applications to support military training administration.
- **RGOD:** A web-based solution, provided with our partner Occam (DM) Limited, to manage the on-line enquiry process for potential recruits.
- **TRHA:** A web-based solution supporting the military recruiting process.
- **Computer Assisted Instruction (CAI) Classrooms:** Electronic classrooms for training delivery that are hosted on the EDS enterprise-wide information infrastructure.

## FUNCTIONS

- Manage military career enquiries from the public internet.
- Manage candidates by workflow through the recruitment process.
- Coherent transfer of personnel data from enquiry through to training and posting.
- Manage recruiting events and add candidates.
- Set alerts & reminders for key tasks.
- Design, develop & schedule courses.
- Manage resources, students, classrooms & instructors.
- Conduct internal & external validation.
- View trainees at every stage of the training pipeline and monitor daily activities of individual trainees.
- Specify Individual Training Plan (ITP) templates and manage trainee ITPs.
- Manage e-booking to courses.
- Extract management information.

## POINT OF CONTACT

For further information on EDS' MPLM solutions and applicability to your environment please contact:

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## Recruitment

EDS provides a managed service in support of the Recruiting Process. This includes application design and development, Business Process Re-engineering, Management of Change, infrastructure design and development, training, rollout and ongoing service management of the applications and hardware. The processes that are supported start with the capture of data when a potential recruit makes first contact with the Armed Forces and continues through to the point when they join up to start their training.

The system covers all areas in which recruiters operate. It enables recruiters to:

- Capture initial information either through a marketing process or directly; perform a first-pass assessment of the individual to determine their suitability for the Armed Forces and conduct selection tests on the individual during a more detailed assessment, which involves physical and mental agility tests.
- Match the individual to an appropriate trade, based on their physical and mental abilities. Allocate the individual to an appropriate initial training course. Whilst this is happening the individual's data is being recorded and the central personnel systems are being automatically updated. This will start the new entrants pay and enable a smooth induction into the military as well as facilitating other career events.

## Training Management

EDS provides a managed service to support the entire Training Administration Process. At the highest level this includes application design and development, Business Process Re-engineering, Management of Change, infrastructure design and development, training, rollout and ongoing service management of the applications and hardware.

The training applications support the training administration process from design of training courses, scheduling of training courses, management of resources (including instructors, classrooms, equipment etc) required to deliver training, administration of students and development and marking of exam papers, validation of courses both internal and external. These processes are automated as far as practicable.

Tracking of trainees and maintenance of the audit trail in terms of what training has been completed allows the entire training process and pipeline to be managed in a timely manner, thereby enabling targets to be met without incurring unnecessary costs. There is also an automatic information interface across the personnel systems to facilitate efficient lifecycle and military career management.

### Contact

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