

Policy on the Employment of Reservists and Armed  
Forces Veterans 2023-2026





will be covered by the Defence Medical Services and any financial assistance will continue to be received (including pay) until demobilised. If the sickness or injury continues and this results in early demobilisation, the Reservist will remain covered by the Ministry of Defence until the last day of paid military leave. After this time, the Reservist will be covered by the University's sickness policy and pay arrangements on return to work.

### **5. Returning to work**

The Reserve Forces (Safeguard of Employment) Act 1985, provides protection for a Reservist by making it unlawful for their contract of employment to be terminated without their consent solely or mainly because they have a liability to be mobilised.

Regardless of the length of military action, the mobilised Reservist has the right to be reinstated to their former role with the University within six months of demobilisation, on terms and conditions that are no less favourable than those in place before mobilisation. If it

## **6. Procedure**

In the event of compulsory mobilisation, Reservists will notify their Head of Department and will confirm the anticipated timings. Reservists should receive a mobilisation pack, which will include a letter addressed to the University setting out the date, possible duration of the mobilisation and statutory rights. A copy of this letter will be retained by Human Resources for record purposes. The employee will be granted unpaid leave for the duration of the mobilisation and the arrangements will be confirmed in writing.

In the event that Reservists are required to undergo training, they will notify their line manager as soon as possible to enable line managers to agree appropriate cover arrangements.

The University recognises that, under the Reserve Forces (Safeguard of Employment) Act 1985, if it believes that the employee's absence on military service is likely to do 'serious harm' to the business of the University, the University may apply for an exemption, deferral or revocation of mobilisation. The University recognises that the criteria for exemption, deferral or revocation are strict and an application will only be made in exceptional circumstances.

## **7. Recruitment of Armed Forces veterans**

As part of the University's commitment to ensure that ex-armed forces personnel are not disadvantaged as a result of their service, veterans of the armed forces are encouraged to apply for jobs at the University. Recruiting panels will recognise military skills and qualifications when shortlisting and interviewing for positions.

The University will advertise roles, where appropriate, through 'Service friendly' media and will interview where the recruitment panel confirms that the candidate meets the selection criteria for a particular job.

Where appropriate, the University will work with the Government's Career Transition Partnership to help ex-Service people to find a new civilian career or job at the University.