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**REPUBLIC OF SIERRA LEONE ARMED FORCES**  
**POLICY FOR SELECTION OF PERSONNEL FOR**  
**SENIOR COMMAND AND STAFF COURSE**

By Authority of the  
Defence Policy Committee

MINISTRY OF DEFENCE  
TOWER HILL  
FREETOWN

Date: September 2010  
*Amended November 2015*

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SELECTION OF PERSONNEL FOR SENIOR STAFF COURSE**

Reference:

- A. RSLAF Terms of Service (Second Edition) dated Feb 07.

**GENERAL**

1. The following regulations outline the policy for selecting personnel within the RSLAF for attendance at Senior Staff Course (SSC). These regulations are underpinned by RSLAF Terms of Service at Ref A.
  
2. The minimum rank for selection for SSC is substantive Major with 4 years seniority. The maximum rank for selection is Lt Col. All officers screened for selection must have completed Junior Staff Course and Intermediate Staff Course and successfully passed PQS 1 and 2.

**SELECTION PROCESS**

**PRE-CAST**

3. All Officers selected for SSC must, in the first instance, attend and pass a Pre-Senior Command and Staff Training (Pre-SCAST) Course, currently held at Horton Academy (HA). In accordance with the general provisions of Ref A, Majors must have a minimum of 4 years seniority in their substantive rank and have a positive promotion recommendation in their most recent Appraisal Report; Lt Cols do not require any minimum seniority. **AMENDMENT** *{However, an officer who meet the mentioned criteria but is on study leave or assigned on external engagements must not be selected until completion of their study or tour.}*
  
4. The quota for Pre-SCAST is based upon the current available sponsored places for SSC set at **{12} 8** (Ghana – 4, Nigeria – 2, **{Bangladesh – 2}** and China – **{4} 2**). This has been set on the current offers made by the respective Countries and may be subject to change in the future.
  
5. Thus, the minimum loading for the course is **{30} 16** and the maximum is **{36} 24** students. Selection for the Pre-SCAST is the responsibility of the No 2 Training Selection

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Board, which will sit in May each year in order to complete the one month Pre-SCAST Course and give sufficient time for the successful students to prepare for SSC.

6. All eligible candidates for Pre-SCAST will be presented to the No 2 Board. The Board will score each individual based upon the standard scoring system in place in the RSLAF and candidates will be selected to meet the quota based upon their position on the Board.

7. Procedures following failure at Pre-SCAST. Failure is defined as achieving a Grade D or below on the Pre-SCAST Course. Personnel will be entitled to a maximum of 2 attempts at Pre-SCAST. Thereafter, they will not be eligible to be considered for subsequent selection for SSC. **AMENDEMENT** {*The RSLAF grading system is as follows:*}

| <i>Ser No</i> | <i>Percentage Score</i> | <i>Grading Equivalent</i> | <i>Assessment</i>    |
|---------------|-------------------------|---------------------------|----------------------|
| <i>(a)</i>    | <i>(b)</i>              | <i>(c)</i>                | <i>(d)</i>           |
| <i>1</i>      | <i>91 - 100</i>         | <i>A</i>                  | <i>Outstanding</i>   |
| <i>2</i>      | <i>81 - 90</i>          | <i>B+</i>                 | <i>Excellent</i>     |
| <i>3</i>      | <i>71 - 80</i>          | <i>B</i>                  | <i>Very Good</i>     |
| <i>4</i>      | <i>61 - 70</i>          | <i>C+</i>                 | <i>Good</i>          |
| <i>5</i>      | <i>50 - 60</i>          | <i>C</i>                  | <i>Fair</i>          |
| <i>6</i>      | <i>40 - 49</i>          | <i>D</i>                  | <i>Below Average</i> |
| <i>7</i>      | <i>39 and below</i>     | <i>F</i>                  | <i>Fail</i>          |

**SENIOR STAFF COURSE**

8. Successful students from each Pre-SCAST course (i.e. those awarded with a Grade C or above), will be considered by a further No 2 Board for selection for SSC, together with those from previous Pre-SCAST courses with requisite passes. The best **{12}** 8 students will be selected based upon their overall grading as well as individual scores for the various modules of the Pre-SCAST course. Those who have passed Pre-SCAST but are not selected for SSC **AMENDEMENT** {*can either:*

- a. Join the next course to improve their grade which in that case will be the last attempt, or*

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- b. Be presented before a No 2 Board for 3 consecutive selections and will not be presented to any subsequent selection boards.*

after 3 consecutive No 2 Boards will not be presented to any subsequent selection boards.

9. Procedures following failure at SSC. Failure at SSC is defined as achieving a grade of *{D} C minus* or below. The impact on promotion is outlined below, however, subsequent Appointment Boards are to take into account such failure and make an assessment of the individual's suitability for Command appointments, particularly Battalion CO appointments.

### **IMPACT ON PROMOTION TO HIGHER RANK**

10. A grading of D or below on the Pre-SCAST course bars an individual from any further promotion, either from Maj to Lt Col or from Lt Col to Col. Those who have passed Pre-SCAST but are not selected for SSC after 3 consecutive No 2 Boards will be eligible for promotion to Lt Col (where vacancies allow) but will NOT be eligible for subsequent promotion to Col.

11. A grading of *{D} C minus* or below on SSC bars an individual from any further promotion.

### **AUTHORITY**

12. Selection of Personnel for Pre-CAST and SSC is authorised as follows:
- a. Selection – No 2 Training Board – chaired by CDS.
  - b. Confirmation – Minister of Defence.