



European
Joint
Support Unit

Pre Assignment - Recce





PRE-ASSIGNMENT RECCE

Although recces are not an automatic entitlement, we will support your case within the rules – time spent in recce is rarely wasted. It allows you to source accommodation (if you are taking over your predecessor's accommodation a recce may not be necessary unless for schooling reasons), schooling and banking.

The form which you require can be request from the BDS team should be filled in and sent [BDS Accountant](#) (RAF/Navy) [Chief Clerk](#) (Army). They will get the Recce authorised in principal by an Attaché and forward for final single Service authority. If you are in immersion language training in Tours, it is worthwhile trying to do the Recce while you are there.

Pre-Assignment Recce Visits Background

A review has been carried out and the outcome is that whilst the general principle is that pre-assignment recces will be by exception only, where it is considered justifiable by the Service person's Commanding Officer and subsequently authorised by the single Service 2* Director Resources.

The entitlement is for a flight for the Service person and, if accompanied on the assignment, their spouse/civil partner and up to four days subsistence. If subsistence is used, funding should be charged to the gaining Unit's UIN as the four days will be deducted from the arrival in country entitlement to subsistence¹. The intent of the allowance is to assist Service personnel (SP) who are assigned to a singleton appointment and/or a remote location.

Process for Authorisation

Once a Service person has an assignment order to an overseas location where there is no firm base support, they should discuss their entitlement to a pre-assignment recce with the CO of their new unit. In considering entitlement, the CO should apply military judgement to identify if there is a justifiable reason for a visit at public expense. As a general principal, the entitlement should be *by exception only*.

In making the decision, the CO should consider the following criteria;

- The recce visit should be sufficiently in advance of the assignment to add value;
- The security situation; is it likely that there will be lifestyle restrictions;
- Pronounced cultural differences which may bring lifestyle restrictions or require understanding/awareness prior to arrival in country (e.g. Sharia);
- Education; age of any accompanying children/ is there a choice of schools/ requirement for registration in advance of the assignment;



- Accommodation - for example, if taking over from the present incumbent, a recce is unlikely to be required;
- In country military support ahead of arrival - for example, what is the number of UK SP in the location; if there are a reasonable number, there should be enough information available without the need for a recce;
- The level of personal intervention by the assignee to prepare for the arrival of their family; has there been enough engagement to support a recce?

Once the pre-assignment recce has been agreed, the CO is to request authority from the two-star Director Resources of their respective Service, advising them of the travel costs (only). The contact details are as follows:

RN - NAVYFINDIR-DEPUTY@mod.uk

Army - ArmyRes-IYMABC-Asst-Hd@mod.uk

RAF - Air-DResFin-SPADDataAdmin@mod.uk