



**BRITISH  
TRANSPORT  
POLICE**

# **BTP FIREARMS OFFICER Candidate Information Pack**

**Home Office AFO Applicants**

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# Section One

The Role & Eligibility

**Job Title:** AFO  
**Rank:** Constable  
**Department:** E - Specialist Operations  
**Reports to:** Team Sergeant

### **Purpose of the Role**

BTP Firearms Officers provide a proactive and reactive overt armed policing capability in support of Force Counter Terrorism activities.

The BTP Firearms Teams work closely with other units in the wider Specialist Operations umbrella, contributing to a multi-layered and multi-disciplined patrol and response strategy designed to detect, disrupt and deter terrorist and criminal activity on the railway.

All BTP Firearms Officers are trained to the national Armed Response Vehicle (ARV) role profile in line with the College of Policing National Police Firearms Training Curriculum (CoP NPFTC). This allows BTP officers to respond accordingly to spontaneous incidents within the local area and nationally if the demand is met.

### **Main Duties**

- Carry out routine armed patrols as directed, working with other Specialist Operations teams to provide high-visibility reassurance and armed patrol capability to protect the railway community, passengers and the public in main terminals. This may also include deployment to other railway premises and venues if the threat deems it appropriate.
- Deploy as part of a team to spontaneous firearms-related incidents and planned operations to support Force Counter Terrorism objectives, and to provide support and advice to other officers and agencies as required.
- Provide a well-trained, efficient resource capable of using a variety of tactical options to disrupt and deter terrorist activity on the railway as tasked by the CT Tasking Process, and to respond appropriately to emergency and non-urgent calls for assistance, particularly in (but not limited to) areas of armed support.
- Build relationships with all sections of the community to break down barriers and reassure the public, and to increase intelligence gathering and support from the railway population. To maintain the professional reputation of BTP.
- Maintain the high standards of firearms training and physical fitness required as an Armed Officer.

*Firearms Officers may be called upon to work Force-wide, and may be required to travel at short notice.*

### Essential Eligibility Criteria

- We welcome applications from Officers who are serving or have served in a Home Office Police Force. We do not currently accept Transferee applications from MOD Police or CNC.
- Those applying on a transferee basis must be substantive in the rank of Constable, having completed the full probationary period
- Those applying to re-join service must have satisfactorily completed their probationary period and resigned or retired from their previous force.
- Applicants must currently be serving in an armed capacity or have served in an armed capacity within 12 months\*
- Applicants must have served a minimum of 12 months in your current role if you have previously transferred from a force from which we do not accept transferees (MOD/CNC)
- Applicants must have lived in the UK for 5 consecutive years prior to application
- Applicants must not be currently subject to any unsatisfactory performance reviews/ action plans or live warnings. We are unable to vet someone who is currently under investigation at their current Force therefore we would ask you to apply to BTP once the matter is resolved
- Applicants with an existing CCJ or unmanaged IVA will not be able to apply. We are also not able to accept applications from those currently bankrupt

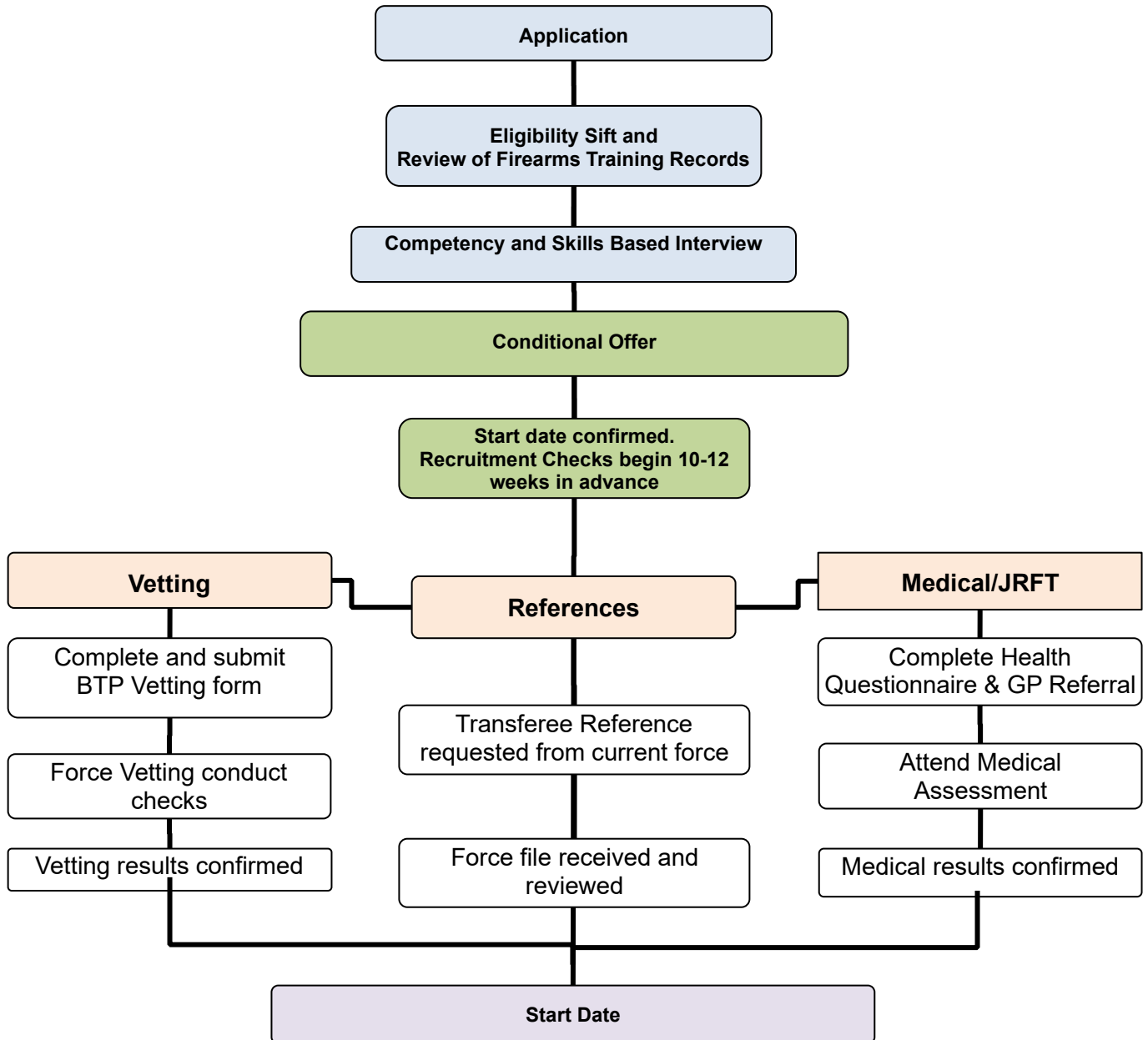
\*Please be advised if you applying as a re-joiner your start date must fall within 12 months of your last date in service as an operational Firearms Officer. Please contact recruitment prior to application to check future course dates.\*

### Additional Information

In applying for this role please be aware that:

- You will be required to complete and pass relevant assessment and training on joining to upskill to the ARV profile. This will include periods of training in residence across the country
- You will be required to complete a 2.5 week Transferee and Re-Joiner induction programme prior to the IFC
- At application you must be TASER qualified, or recently held ticket if Re-Joiner.
- At application you must be RESPONSE DRIVER qualified, or recently held ticket if Re-Joiner.
- You will be subject to vetting, medical and reference checks prior to transfer to BTP
- You must be able to achieve level 9.4 on the JRFT prior to transferring to BTP. BTP will request evidence of this from your current/previous Force. If you are not in ticket you will be required to attend our L&D centre in London to complete this prior to job offer. We will accept applications from those who are authorised to complete the alternative treadmill test.
- **This role will carry a minimum tenure of 2 years, please note that failure to pass relevant assessments after joining may lead to redeployment to non-armed Divisions.**

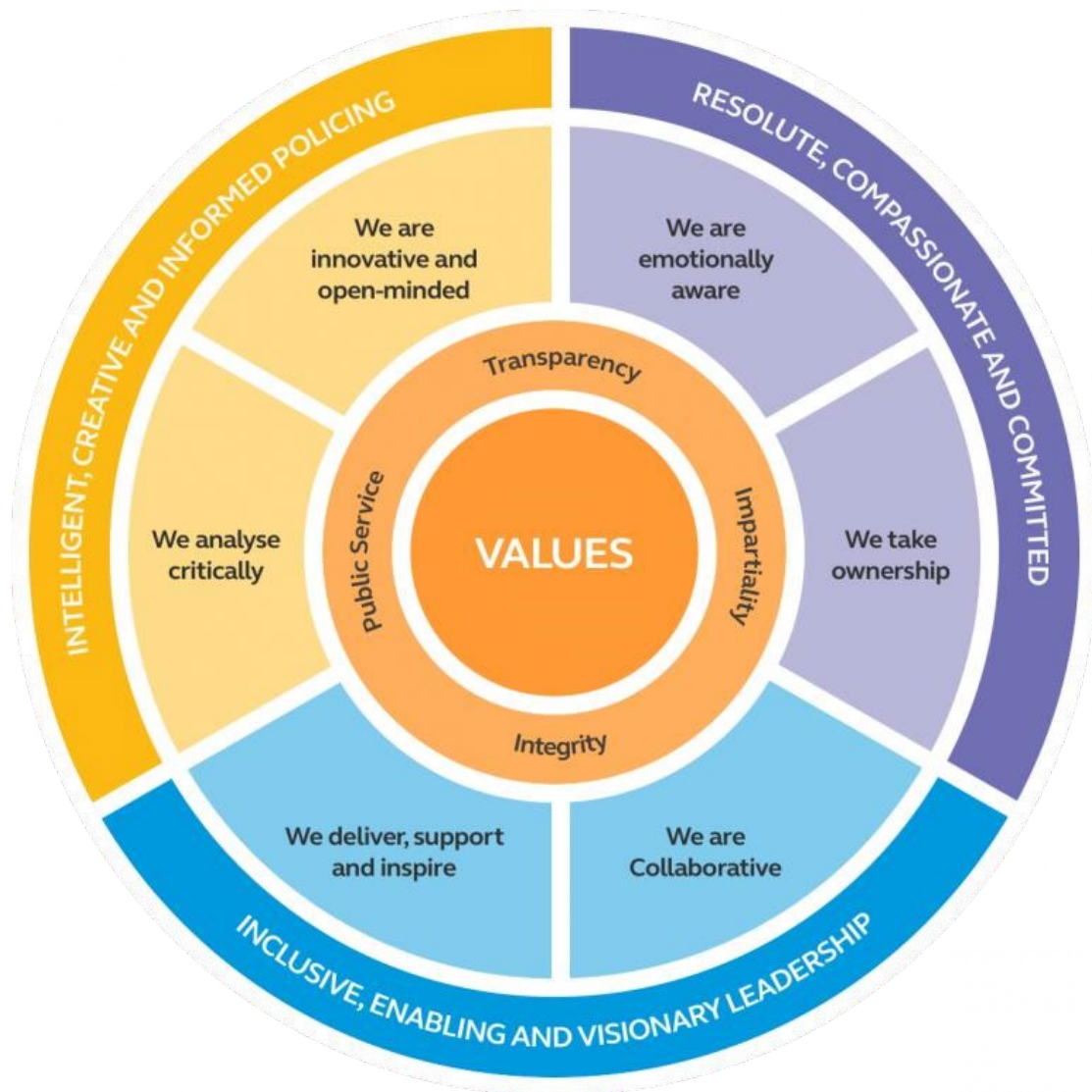
**Recruitment Process**  
(Home Office ARV/ AFO Applicants)



Transferee's and Re-Joiners will need to complete a 2.5 week BTP induction before joining the Firearms Course.

### Competency-based Application and Interview

All BTP Firearms Officers are Police Officers first, and all Firearms Officers perform to exactly the same competencies as any other BTP officer. The recruitment process for the Firearms unit therefore measures your competence as an officer against the competencies and values listed in the Competencies and Values Framework (CVF). By judging you against the CVF, we can not only judge your current performance as an officer, but also your potential as a Firearms Officer. Further information regarding the CVF can be found on the College of Policing website.





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# Section Two

## Salary and Pensions





## Salary & Allowances

BTP operates on the same Windsor Salary Scale as Home Office forces. Basic salary, including increment date, will be maintained on transfer.

A rejoiner member would not be expected to restart the pay scale if re-entering at the same or lower rank as on departure. Instead they will re-enter at the pay point commensurate to length of service previously completed in that rank as per governing regulations for police pay.

| Pay Point | Basic Salary |
|-----------|--------------|
| 1         | £28,551.00   |
| 2         | £29,751.00   |
| 3         | £30,957.00   |
| 4         | £32,163.00   |
| 5         | £34,575.00   |
| 6         | £39,432.00   |
| 7         | £46,044.00   |

BTP employees are paid every four weeks in arrears. Your basic pay earned in any four-weekly period will be paid within seven days of the expiry of each such period. Any enhancements or other monies due will normally be paid at the same time.

## Pensions

### IMPORTANT UPDATE ON TRANSFERRING PREVIOUS POLICE PENSIONS INTO BTP CARE SCHEME

Transfers from Police Pension Schemes in England, Wales and Scotland can be undertaken on the basis of an agreement between HM Treasury, the Home Office, BTPA, and the Railways Pension Trustee. This type of agreement is referred to as a 'bilateral transfer agreement'. Unfortunately, we do not have such an agreement in place between the Home Office and our CARE funds.

We fully understand that your pension is an important and integral element of your overall remuneration package and that having no bilateral agreement in place will be disappointing for you. Although not as potentially preferential as it would be under a bilateral transfer agreement officers in the CARE scheme of the police officers section can transfer in benefits from other pension arrangements via a CETV transfer (Cash Equivalent Transfer Value). As an organisation we would urge employees thinking of transfers of benefits to get financial advice. Independent advice can be sought via [www.unbiased.co.uk](http://www.unbiased.co.uk).

It is important that you understand what options are open to you so we would recommend you contact your previous pension provider about your pension funds. It is important you let them know why you are calling and that you are considering your options in respect of your pension and that you would like to know what options are available regarding your pension funds. It is also important that you ask about the consequences of any of those options, including the possible impact on your future retirement. Please note that pension funds are not all the same and will have different rules so it is important to understand what is applicable to you.

Please be aware that BTP as an employer is not allowed to give pensions or any financial advice.

#### BTP Pension Introduction

The information in this leaflet is given on a "without prejudice basis" and does not form any part of your contractual entitlements. It does not confer any rights to benefits from the Fund other than those provided by the Fund Rules.

The benefits payable from the British Transport Police Superannuation Fund are set out in the Rules of the Fund and a full guide for members will be included within your welcome pack when you join.

All Officers are contractually enrolled into the BTP Superannuation Fund on the day they start work.

BTP operate a Pension Salary Sacrifice Scheme (PensionPlus). You will automatically be enrolled into PensionPlus and your Reference Salary will be



reduced, in accordance with the PensionPlus Scheme rules, by an amount equivalent to the level of pension contributions.

On 1 April 2015, the British Transport Police Authority introduced a new 'CARE' section of the British Transport Police Force Superannuation Fund (BTPFSF) for new entrants Police Officers, Transferees and Re-Joiners.

The term CARE stands for 'Career Average Revalued Earnings'. This means that a pension is calculated each year that you are an active member. Each of your annual pensions is then 'revalued' by inflation (currently the Consumer Price Index) plus 1.25% while you are an active member.

*To discuss any pension queries please email [Pension-Queries@btp.police.uk](mailto:Pension-Queries@btp.police.uk)*



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# Section Three

FAQs



- **I'm an officer in Civil Nuclear Constabulary/ Ministry of Defence Police, am I eligible to apply?**

The BTP do not accept transferee or re-joiner applications from Officers serving in the Civil Nuclear Constabulary or Ministry of Defence Police. This is due to differences in officer training.

This is a force-wide decision that applies to any Officer position in the BTP, and there is no scope for flexibility in this decision.

- **What will my salary be in BTP?**

BTP operate on the same Windsor Salary Scale as the Home Office forces, therefore your basic salary (minus allowances) and increment date will be maintained on transfer.

- **Travel entitlements**

BTP officers receive either free or heavily discounted travel via a Residential Pass for the purpose of travelling to and from work. The exact cost would depend largely on the posting you accept and the distance from your home station.

- **Where is the training based?**

Due to the complex nature of the training, the majority will be out-based to locations across the country. Some of these periods of training will involve officers staying away from their home address, accommodation will be provided when necessary.

- **How long does the recruitment process take?**

Time taken to recruit for firearms officers varies considerably and depends on number of vacancies, location, individual circumstances and number of applicants in the pool waiting to start. Along with this there are external factors which impact on Firearms recruitment more broadly. Most applicants start in 6 – 12 months from date of application but some can wait up to 2 years.

Course positions are allocated firstly by interview date, and then by interview score. This means that those who have been in the process the longest are given priority.

If we are able to place you on a course, you will be notified no later than 10 weeks before planned IFC.

- **What are the planned dates for courses?**

Courses are planned by the BTP Firearms Instructor team. Courses are planned at stages throughout the year, though dates are often subject to change depending on requirements and availability. Please contact the recruitment team if you are re-joiner and wish to discuss start dates in relation to eligibility criteria.

- **What is the shift pattern?**

The shift pattern varies depending on your posting location, please contact the recruitment team who would be happy to provide this information.