

## ADF Total Workforce System (TWS)

People are our most valuable asset and to attract and retain the right people, Defence offers a contemporary, flexible and agile work environment. To help individuals achieve the right balance between their personal needs and service commitments, Defence introduced a Service Spectrum consisting of six ADF Service Categories. Everyone in the ADF is allocated a Service Category, which is referred to as a SERCAT, reflecting their relative service commitment.

Find out more on the [Service Spectrum page](#).

### Offers of appointment and enlistment

If your application to join the ADF is successful, you will be provided a Letter of Offer (LOO) from the Service you elected to join. Permanent members will be appointed or enlisted in SERCAT 7 and Reserve members in SERCAT 3, 4 or 5. During your ADF career, as your personal circumstances change and you need to vary your service commitment, you may apply to transfer to another SERCAT. A description of each SERCAT is provided below to give you a better understanding of the employment options that may be available.

**SERCAT 7.** You will be engaged on permanent full-time service. SERCAT 7 members are paid salary every day of the year and are eligible to paid leave entitlements, free medical and dental, housing support, superannuation and other financial benefits. SERCAT 7 members are required to be available at short notice to respond to operational duty.

**SERCAT 6.** SERCAT 6 is the category applied to a SERCAT 7 member who is approved to work less than full-time for an agreed period. This arrangement is also called flexible service. Based on the number of hours or days a SERCAT 6 member works in a fortnight, their salary and some conditions of service benefits will be pro-rated. Members are eligible for free medical and dental, and continue to access housing support, superannuation and other financial benefits. The requirement to respond to operational duty as required, continues to apply to a SERCAT 6 member.

**SERCAT 5.** As a SERCAT 5 member you have volunteered to undertake part-time service on an enduring basis and are afforded security of tenure for the duration of your commitment to serve. This service is undertaken over multiple financial years. SERCAT 5 members are paid a tax-free salary for each day of duty and may be eligible to a Health Support Allowance and accrue service towards eligibility to the Defence Home Owner Assistance Scheme.

While a SERCAT 5 member normally serves on a part-time basis, they can volunteer to render full-time service for a limited period or may apply to transfer to SERCAT 7. As a member of the Reserves they may be subject to a call out by order of the Governor-General.

**SERCAT 4.** SERCAT 4 members are Reserve members who are selected for their particular skills and their availability to respond at short notice. They sign an agreement to be available to respond to a call for duty at short notice and may be required to render full-time service for a limited period. SERCAT 4 members are paid a tax-free salary for each day of duty and are eligible to a Health Support Allowance and a Reserve Capability Completion Bonus. They may also accrue service towards eligibility to the Defence Home Owner Assistance Scheme.

As a member of the Reserves they may be subject to a call out by order of the Governor-General.

**SERCAT 3.** As a SERCAT 3 member you have volunteered to render part-time service or have indicated your availability to undertake part-time service. This service is normally undertaken within a financial year. SERCAT 3 members are paid a tax-free salary for each day of duty and may be eligible to a Health Support Allowance. They may also accrue service towards eligibility to the Defence Home Owner Assistance Scheme.

While a SERCAT 3 member normally serves on a part-time basis, they can volunteer to render full-time service for a limited period or may apply to transfer to SERCAT 7. As a member of the Reserves they may be subject to a call out by order of the Governor-General.

**SERCAT 2.** SERCAT 2 members are former SERCAT 3-7 members who transferred to SERCAT 2 on completion of their service commitment. They are members of the ADF but do not render service unless they are subject to a call-out order by the Governor General. A SERCAT 2 member who wants to render service may apply to transfer to SERCAT 3-7.