



DEFENSE FINANCE AND ACCOUNTING SERVICE
ARLINGTON

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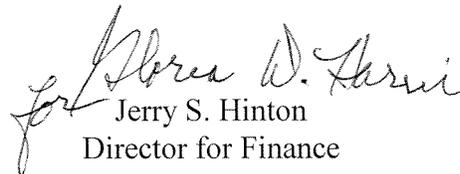
DFAS-DFM

MEMORANDUM FOR DIRECTOR, MILITARY PAY OPERATIONS, DEFENSE
FINANCE AND ACCOUNTING SERVICE (PM/CL)

SUBJECT: Interim Change to the DoDFMR, Volume 7A, Chapter 8, Regarding Change in
Special Duty Assignment Pay Rates (DFAS Item L-40)

The attached interim change 04-04 to Chapter 8 of the DoDFMR, Vol. 7A, publishes new Special Duty Assignment Pay (SDAP) rates effective October 1, 2003. This change also clarifies entitlement for SDAP reserve personnel and removes reference to Proficiency Pay, which has been discontinued.

This change in SDAP rates is the result of directed action. Assignment of the interim change number is your authority to initiate a procedural modification to implement this change. Use the attached to initiate the formal change to the DoDFMR, Volume 7A.


Jerry S. Hinton
Director for Finance

Attachment:
As stated

cc: DUSD(MPP)(Comp)
OUSD(C)(ODCFO)(FD)
ODGC(F)
Service Liaisons
USCG/NOAA/PHS Liaisons
DFAS-DDM/CL
DFAS-PMA/CL

SPECIAL DUTY ASSIGNMENT PAY (SDAP)

1. Change Chapter 8 to read as follows:

SPECIAL PAY-SPECIAL DUTY ASSIGNMENT PAY-ENLISTED MEMBERS0801 ENTITLEMENT PROVISIONS AND POLICY080101. Entitlement

A. General. An enlisted member entitled to basic pay may qualify for special duty assignment pay when the member performs duties designated by the Secretary concerned as extremely difficult or involving an unusual degree of responsibility. A member entitled to special duty assignment pay may receive such pay in addition to any other pay or allowances to which entitled. Special duty assignment pay status is awarded according to the applicable regulations of the Military Service concerned.

B. Certification. Appropriate authorities annually review eligibility and payment authority for each member receiving special duty assignment pay. Payment stops automatically on the annual anniversary date if positive certification is not made that a member is still eligible for special duty assignment pay.

080102. DefinitionsA. Military Specialty

1. An element of the enlisted classification structure (MOS, AFS, rating, Navy enlisted classification, career field subdivision, career management field, and occupational field, as appropriate to the Military Service concerned) that identifies an individual position or group of closely related positions on the basis of the similarity of the duties involved. It is also the primary identifier of individuals who possess the ability, knowledge and other occupational qualifications required for effective performance in such positions.

2. A military specialty provides occupational standards for procurement, training, classification, and career development; identifies military skills so closely related that a degree of interchangeability exists between members assigned to the military specialty; provides a normal career progression pattern for members within that military specialty.

B. Special Duty Assignment. A duty assignment characterized by extremely demanding duties or duties demanding an unusual degree of responsibility.

080103. Reserve Personnel. The Secretary of the Military Department concerned may deny entitlement of special duty assignment pay to reserve members on active duty for less than 181 days. In the absence of such denial, enlisted members of the Reserve Components are eligible to receive special duty assignment pay when on active duty, if otherwise qualified. Under regulations prescribed by the Secretary of the Military Department, enlisted members are entitled to receive SDAP when performing duties as prescribed in this chapter while on inactive duty.

080104. Monthly Rates

A. Special Duty Assignment Pay. Special duty assignment pay is payable only at one of the below listed rates.

<u>Special Duty Assignment</u>	<u>Monthly Rate</u>
SD-1	\$75
SD-2	\$150
SD-3	\$225
SD-4	\$300
SD-5	\$375
SD-6 (for production recruiters only)	\$450
SD-7	\$350

B. Designations of military specialties for special duty assignment pay are in the applicable regulations of the Military Service concerned. The criteria for designation of military specialties are in DoDI 1304.27 (reference (u)).

0802 CONDITIONS OF ENTITLEMENT

080201. Eligibility Requirements. A member who meets the requirements in Table 8-1 may be awarded a special duty assignment rating under procedures in regulations of the Military Service concerned.

080202. Conditions Affecting Entitlement. Conditions affecting entitlement to special duty assignment pay are shown in Table 8-2.

080203. Date to Stop Special Duty Assignment Pay. Table 8-2 shows how to determine the last day on which special duty assignment pay accrues to a member. Stop special duty assignment pay on the date shown in this table, unless an earlier date is specified in the order terminating such pay status.

080204. Effect of Special Duty Assignment Pay on Other Computations. Special duty assignment pay is not used in the computation for enlistment bonus, severance pay, separation pay, or cash settlement of accrued leave.

080205. Collection of Erroneous Payments. Collect from a member when a purported special duty assignment is revoked because assignment was made without original basis of authority.

080206. Removal From Rating Status Without Original Basis of Authority. Military Service administrative regulations allow certain authorities to revoke orders which removed a member from a special duty assignment if the removal was without original basis of authority. When orders are so revoked, the member is entitled to special duty assignment pay for the entire period involved if otherwise entitled to the pay.

080207. Tax. Special duty assignment pay is subject to withholding of income tax, but not subject to withholding of FICA taxes.

ELIGIBILITY REQUIREMENTS FOR SPECIAL DUTY ASSIGNMENT PAY

R U L E	A	B	C
		When an enlisted member	and
1	is on active duty in a pay status; is serving in pay grade E-3 or higher, is qualified for and serving in the designated special duty assignment.	meets other conditions of eligibility as prescribed by the Secretary of the Military Department	Member may be awarded special duty assignment pay.
2	attains eligibility under rule 1 above, before the date of termination of award in any special duty assignment designated for termination of award		

Table 8-1. Eligibility Requirements for Special Duty Assignment Pay

CONDITIONS AFFECTING ENTITLEMENT TO SPECIAL DUTY ASSIGNMENT PAY				
R U L E	A	B	C	D
	When a member receiving special duty assignment pay	And	then special duty assignment status	and entitlement to special duty assignment pay
1	has special duty assignment pay rating withdrawn for any reason		is withdrawn	continues through the date stated in the order withdrawing the special duty assignment pay rating.
2	fails to maintain the minimum level of qualification required for satisfactory performance in the military skill			stops on the date established by the authority determining the level of qualification does not meet established standards.
3	is discharged or relieved from active duty	does not reenlist within 24 hours	is withdrawn on date of discharge	continues through the date of discharge (note 1).
4	is confined	confinement is result of court-martial sentence or non-judicial punishment	will be withdrawn on the date of confinement resulting from a court-martial sentence or non-judicial punishment	continues through the day prior to the date of confinement resulting from a court-martial sentence or non-judicial punishment.
5	is AWOL		Continues	stops during all of AWOL.
6	is reported in a missing status		continues (note 2)	continues.
7	is in a patient status, including convalescence leave	patient status is due to disease resulting from intemperate use of alcohol or habit-forming drugs	continues	stops while member is in a patient status or convalescent leave status.
8		Patient status is not due to disease resulting from intemperate use of alcohol or habit-forming drugs, but exists for more than 12 months	will be withdrawn on the first day of the 13th month when a patient status continues to exist (note 2)	continues through the last day of the 12th month.

Table 8-2. Conditions Affecting Entitlement to Special Duty Assignment Pay

CONDITIONS AFFECTING ENTITLEMENT TO SPECIAL DUTY ASSIGNMENT PAY				
RULE	A	B	C	D
	When a member receiving special duty assignment pay	And	then special duty assignment status	and entitlement to special duty assignment pay
9	is demoted	grade to which reduced is below that for which either pay is authorized	will be withdrawn on the date of demotion	continues through the day prior to the date of demotion.
10	is on temporary duty or temporary additional duty	Is not performing duties requiring use of skills on which pay is based	continues for not more than 90 days	continues through 90th day of TDY or TAD.
11		Is performing duties requiring use of the skills on which pay is based	continues during entire period of TDY or TAD	continues through entire period of TDY or TAD.
12	is reassigned (PCS or PCA without PCS) or detailed to duty not requiring use of skills on which special duty assignment pay is based	Commanding officer determines the reassignment or detail is permanent (over 90 days)	is withdrawn	continues through the day prior to the date of departure from special duty assignment.
13		Commanding officer determines the reassignment or detail is less than 90 days but it exceeds 90 days	Is terminated on the 91st day of the reassignment or detail	continues through the 90th day of the detail or reassignment.
14	enters retraining status	The military skill into which member is retraining is not designated for special duty assignment pay	Is withdrawn	continues through the day prior to the date member enters retraining status.
15	is reclassified out of the military skill on which the pay is based	The military skill to which reclassified is not designated for an award of special duty assignment pay	Is withdrawn on the date of reclassification	continues through the day prior to the date of reclassification.

Table 8-2. Conditions Affecting Entitlement to Special Duty Assignment Pay (Continued)

CONDITIONS AFFECTING ENTITLEMENT TO SPECIAL DUTY ASSIGNMENT PAY				
R U L E	A	B	C	D
	When a member receiving special duty assignment pay	and	then special duty assignment status	and entitlement to special duty assignment pay
16	is attending a course of instruction	The course of instruction is necessary for member's continued qualification in the special duty assignment	continues	continues.
17		The course of instruction is not necessary to qualify the member for special assignment in the military skill, but the member will be reassigned to the military skill on which the pay is based upon completion of the training	continues for no more than 90 days	continues through the 90th day.
18		The course of instruction is not necessary to qualify the member for a special assignment in the military skill and the member will not be reassigned to the military skill on which the pay is based upon completion of training	Is withdrawn on the date of departure for training	continues through the date of departure for training.
19		The course of instruction leads to commission or warrant officer status	Is withdrawn	stops on the date of departure for entry into training.
20	is on authorized leave		continues	continues.

Table 8-2. Conditions Affecting Entitlement to Special Duty Assignment Pay (Continued)

CONDITIONS AFFECTING ENTITLEMENT TO SPECIAL DUTY ASSIGNMENT PAY				
R	A	B	C	D
U	When a member		then special duty	and entitlement to special
L	receiving special	and	assignment status	duty assignment pay
E	duty assignment pay			
21	is serving in military specialty designated for termination of award	member continues qualified and serves in the military specialty		continues at one-half rate for 1-year period following effective date of the termination (note 3).
22	is serving in military specialty designated for reduction of award			continues at rate for reduced award on the effective date of the reduction.
23	is reassigned PCS requiring use of skills on which pay is based	member continues qualified and performs the special duties		continues during leave en route, for periods of allowable travel time between assignments and for duty at new permanent duty station.

NOTES:

1. If a Navy member fails to reenlist on board, special duty assignment pay continues through date of discharge or release from active duty.
2. Special duty assignment pay may be awarded, withdrawn, increased, or decreased while member, otherwise eligible, is in a patient or missing status.
3. The Principle Deputy Under Secretary of Defense (Personnel and Readiness) may waive the SDAP termination limits and prescribe other rates and time limits for specific situations.

Table 8-2. Conditions Affecting Entitlement to Special Duty Assignment Pay (Continued)

Chapter 08—Special Pay, Special Duty Assignment Pay—Enlisted Members

0801—Entitlement Provisions and Policy

	37 U.S.C. 307
	DoD Instruction 1304.27, June 14, 1996
	OUSD(P&R) Memo, April 9, 2002
080103	DoD Instruction 1304.27, Change 1, March 25, 1998
	ASD (FMP) Memo, May 24, 2001
080104	ASD(FMP) Memo, February 12, 2001
	ASD (FMP) Memo, April 9, 2002
Table 8-2 Note 3	ASD(FMP) Memo, November 23, 1999