

**VOLUME 7A, CHAPTER 8: “SPECIAL PAY - SPECIAL DUTY ASSIGNMENT PAY”****SUMMARY OF MAJOR CHANGES**

Changes are identified in this table and also denoted by **blue font**.

Substantive revisions are denoted by an asterisk (\*) symbol preceding the section, paragraph, table, or figure that includes the revision.

Unless otherwise noted, chapters referenced are contained in this volume.

Hyperlinks are denoted by ***bold, italic, blue, and underlined font***.

The previous version dated [August 2019](#) is archived.

PARAGRAPH	EXPLANATION OF CHANGE/REVISION	PURPOSE
All	Updated hyperlinks and formatting to comply with current administrative instructions.	Revision
References	Updated supporting service instruction references.	Revision

**Table of Contents**

VOLUME 7A, CHAPTER 8: “SPECIAL PAY - SPECIAL DUTY ASSIGNMENT PAY” .....	1
1.0    GENERAL (0801).....	3
1.1    Purpose (080101) .....	3
1.2    Authoritative Guidance (080102).....	3
2.0    SDAP (0802) .....	3
2.1    Eligibility (080201).....	3
2.2    Additional Guidelines (080202).....	3
2.3    Restrictions (080203) .....	4
2.4    Amount (080204) .....	4
2.5    Repayment (080205) .....	5
3.0    ENTITLEMENT (0803).....	5
3.1    Service Designations (080301) .....	5
3.2    Written Agreement (080302) .....	5
4.0    CONDITIONS OF ENTITLEMENT (0804) .....	5
4.1    Effect of SDAP on Other Computations (080401) .....	5
4.2    Tax (080402) .....	5
*REFERENCES .....	6

## CHAPTER 8

### **SPECIAL PAY - SPECIAL DUTY ASSIGNMENT PAY**

#### 1.0 GENERAL (0801)

##### 1.1 Purpose (080101)

Special Duty Assignment Pay (SDAP) is awarded to Service members for the performance of duty in an assignment, location, or unit designated, where the assigned duties are determined to be extremely demanding, involving an unusual degree of responsibility or difficulty, or requiring special qualifications.

##### 1.2 Authoritative Guidance (080102)

The pay policies and requirements established by the DoD in this chapter are derived primarily from, and prepared in accordance with the United States Code (U.S.C.), Title 37. Due to the subject matter in this chapter, the list of authoritative sources is extensive. The specific statutes, regulations, and other applicable guidance that govern each individual section are listed in a reference section at the end of the chapter.

#### 2.0 SDAP (0802)

##### 2.1 Eligibility (080201)

The Secretaries of the Military Departments concerned will establish eligibility criteria based on Service-specific needs and will consider paygrade, level of responsibility, and the operational nature of the assignment.

2.1.1. Army. See the Department of the Army Memorandum, Corrected 3-Special Duty Assignment Pay Biennial Review and Recertification, dated November 14, 2018.

2.1.2. Navy. See Chief of Naval Operations Instructions [\(OPNAVINST\) 1160.6C](#).

2.1.3. Air Force and Space Force. See Air Force Instruction [\(AFI\) 36-3012](#).

2.1.4. Marine Corps. See Marine Corps Order [\(MCO\) 7220.12R](#).

##### 2.2 Additional Guidelines (080202)

2.2.1. The Secretary of the Military Department may pay a special duty pay to a member of the Active or Reserve Component of the Uniformed Service who is entitled to basic pay under [37 U.S.C. § 204](#), or compensation under [37 U.S.C. § 206](#).

2.2.2. The Secretary concerned may pay SDAP to a Service member who performs duties in an assignment, location, or unit designated, and under the conditions of service specified by the Secretary concerned.

2.2.3. SDAP will be in addition to any other pay or allowances a Service member may be receiving, except where otherwise stated.

2.2.4. Awarding new agreements for assignment and special duty pays under 37 U.S.C., Chapter 5, Subchapter I, was discontinued after October 1, 2017. Existing agreements under 37 U.S.C., Chapter 5, Subchapter I, will remain in effect and payments may continue through the agreed-upon date.

### 2.3 Restrictions (080203)

2.3.1. A member of a Reserve Component entitled to pay under 37 U.S.C. § 206 and authorized for special duty pay may be paid an amount of SDAP that is proportionate to the compensation received by the member for inactive duty training. The member may be awarded an amount at 1/30<sup>th</sup> of the prescribed monthly rate of the special duty pay for the performance of each authorized period of inactive duty training with pay.

2.3.2. The Secretary of the Military Department concerned may increase, decrease, or abolish SDAP for any skill or assignment at any time and will establish restrictions and limitations to the pay through Service regulations.

2.3.3. Assignment and special duty pays are not to be continuous in nature and should be for a specified period. However, back-to-back assignment and special duty pays are authorized as long as the Service member continues to meet Service regulations and perform duties in assignments designated for the pay.

2.3.4. A member may receive multiple assignment and special duty pays. However, a Service member may not receive multiple pays for the same purpose and period of service.

### 2.4 Amount (080204)

2.4.1. Assignment and special duty pays may be paid in monthly, installment, or lump sum amounts, but may not exceed the amount listed in subparagraph 2.4.2. The combination of assignment and special duty pays may not exceed an average monthly amount of \$3,500, unless otherwise authorized by the Assistant Secretary of Defense for Manpower and Reserve Affairs.

2.4.2. The Secretaries of the Military Departments concerned will establish monthly rates, but the maximum amount of SDAP per month will not exceed \$750.

## 2.5 Repayment (080205)

A member who receives SDAP in accordance with [37 U.S.C. § 352](#), and fails to fulfill the eligibility requirements for receipt of such pay, will be subject to the repayment provisions of [37 U.S.C. § 373](#).

## 3.0 ENTITLEMENT (0803)

### 3.1 Service Designations (080301)

Designations of military specialties and assignments for SDAP are in the applicable regulations of the Military Service concerned.

### 3.2 Written Agreement (080302)

3.2.1. Discretionary for Monthly Payments. The Secretary of the Military Department concerned may require a Service member to enter into a written agreement with the Secretary in order to qualify for the payment of assignment pay or special duty pay on a monthly basis. If used, the written agreement will specify the period for which the assignment pay or special duty pay will be paid and the monthly rate.

3.2.2. Non-discretionary for Installment or Lump Sum Payments. The Secretary of the Military Department concerned will require a Service member to enter into a written agreement with the Secretary in order to qualify for installment or lump sum payments of assignment pay or special duty pay. The written agreement will specify the period for which the Service member will receive assignment pay or special duty pay, the amount of each periodic installment or lump sum, and the repayment policy under paragraph 2.5.

## 4.0 CONDITIONS OF ENTITLEMENT (0804)

### 4.1 Effect of SDAP on Other Computations (080401)

SDAP is not used in the computation for an enlistment bonus, severance pay, separation pay, or cash settlement of accrued leave.

### 4.2 Tax (080402)

SDAP is subject to withholding of income tax, but not subject to withholding of Federal Insurance Contributions Act taxes.

**\*REFERENCES****CHAPTER 8 - SPECIAL PAY - SPECIAL DUTY ASSIGNMENT PAY**

## 1.0 – GENERAL (0801)

37 U.S.C. § 352  
DoD Instruction (DoDI) 1340.26, September 25, 2017,  
Incorporating Change 1, Effective January 11, 2019

## 2.0 – SDAP (0802)

- |        |   |
|--------|---|
| 2.1    | DoDI 1340.26, September 25, 2017, Incorporating<br>Change 1, Effective January 11, 2019 |
| 2.1.1. | Department of the Army Memo, November 14, 2018  |
| 2.1.2. | OPNAVINST 1160.6C, October 5, 2017  |
| 2.1.3. | AFI 36-301 <sup>2</sup> , <a href="#">August 23, 2019</a>                               |
| 2.1.4. | MCO 7220.12R, <a href="#">August 6, 2013</a>  |

## 3.0 – ENTITLEMENT (0803)

- |     |   |
|-----|---|
| 3.1 | DoDI 1340.26, September 25, 2017, Incorporating<br>Change 1, Effective January 11, 2019 |
| 3.2 | DoDI 1340.26, September 25, 2017, Incorporating<br>Change 1, Effective January 11, 2019 |