VOLUME 7A, CHAPTER 15 “SPECIAL PAY – ASSIGNMENT INCENTIVE PAY”

SUMMARY OF MAJOR CHANGES

All changes are denoted by blue font.

Substantive revisions are denoted by an * 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 May 2011 is archived.

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<td>Changed the Assignment Incentive Pay termination of authority date to December 31, 2014.</td>
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<td>Added provision that Reserve Personnel are not authorized AIP for assignments at their permanent duty assignment.</td>
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<td>150201.C</td>
<td>Added a new AIP program for Naval Special Warfare Development Group personnel serving in Combat Support positions.</td>
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CHAPTER 15

SPECIAL PAY – ASSIGNMENT INCENTIVE PAY

1501  GENERAL

150101.  General Entitlement

A member of a uniformed service entitled to basic pay may be paid Assignment Incentive Pay (AIP) for performing service in an assignment designated by the Secretary concerned. The Secretary concerned has approval authority for AIP programs under $1,500 per month. Programs over $1,500 per month and all “blanket” AIP programs (applied to every member at a specific assignment location regardless of skill proficiency or fill rates) require approval by the Assistant Secretary of Defense (Readiness and Force Management).

150102.  Eligibility

The member must be serving on active duty to be eligible for AIP. The Secretary concerned may require the member to enter into a written agreement in order to qualify for AIP. The written agreement will specify the period for which the incentive pay will be paid to the member and the monthly rate of pay.

150103.  Payment

The maximum monthly rate of incentive pay payable to any member under this chapter is $3,000. Incentive pay paid under this section is in addition to any other pays and allowances to which the member is entitled, except as may be noted under each program. This payment may be made in a lump sum, installments or monthly increments as authorized for each program. The monthly pay will be prorated for partial months served, except as may be noted under each program.

*150104.  Restrictions for All AIP Programs

The following restrictions, which affect the entitlement to AIP, apply to all programs listed in this chapter.

A.  AIP is payable pursuant to Title 37 United States Code (U.S.C.) section 307a which provides a termination of authority date. The National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2013 reauthorized this special pay on January 2, 2013. Any AIP agreement signed on January 1, 2013 was not valid for payment. The NDAA for FY 2014 reauthorized this special pay through December 31, 2014.

B.  A member is not entitled to AIP during a period of terminal leave ending upon discharge or release of the member from active duty.
C. Service members are not authorized to receive more than one AIP simultaneously for the same period of service. If a Service member is eligible for more than one AIP, he or she will receive the higher of these AIPs.

* D. Reserve Component members are not authorized AIP for assignments at their permanent duty station.

150105. Special Provisions

The service of a member in a designated assignment will be considered continuous during any period of temporary absence during which the member is performing temporary duty pursuant to orders or on authorized leave other than transition leave.

1502 NAVY ASSIGNMENT INCENTIVE PAY PROGRAMS

*150201. Pilot Program

A. The Navy was authorized a Pilot Program for AIP on May 29, 2003. The entitlement conditions are:

1. Entitlement begins upon reporting to the assigned duty and terminates when permanently detached from the assigned duty.

2. Payment rates are determined by negotiation between the member and the Navy and may be different for members in the same location. Payment will be prorated for partial months served in a designated assignment.

3. Payment for AIP may not be made to Navy members receiving a Selective Reenlistment Bonus for Location for the same assignment.

B. The Navy announced the Naval Special Warfare Development Group (NSWDG) AIP program on February 9, 2007. The entitlement conditions are:

1. Enlisted personnel must successfully complete the required NSWDG training.

2. Enlisted personnel must be assigned to NSWDG designated billets.

3. Enlisted personnel will sign an agreement or accept orders to voluntarily remain in an NSWDG billet for an additional 12 months from the date of the agreement or date of the first AIP payment, whichever is later.

4. Payment
   a. Personnel who have been assigned to a designated NSWDG billet for less than 3 years since completion of the required training will receive AIP at
$750 per month.

b. Personnel who have been assigned to a designated NSWDG billet for 3 years or more since completion of the required training will receive AIP at $1,000 per month.

5. Payment of the AIP will terminate when the member permanently detaches from the assigned duty at NSWDG. AIP will not be paid to members in a disciplinary or not fit for operational duty status.

*C. On October 1, 2013, the Navy announced a new AIP for NSWDG personnel assigned to Combat Support (CS) positions. The program will remain in effect until rescinded by the Assistant Secretary of the Navy (Manpower and Reserve Affairs) or December 31, 2014, whichever occurs first.

1. Qualified CS personnel are eligible to receive a flat-rate AIP of $500 or $750 (for Explosive Ordnance Disposal personnel with more than 3 years of NSWDG service) per month for each month after completing initial qualification.

2. A written agreement is required to receive this AIP.

*150202. Sea Duty Incentive Pay (SDIP) Program

* The Navy was authorized to implement Sea Duty Incentive Pay (SDIP) on December 6, 2006. The Navy implemented the program on March 15, 2007. The program terminated on December 31, 2008 and was reestablished on April 14, 2009. Any agreements entered into after December 31, 2008, and before April 14, 2009 are considered unauthorized. Agreements were authorized to be entered into from April 14, 2009 through December 31, 2011. The program was reauthorized by the Navy on January 11, 2012, with agreements being allowed through December 31, 2012. Any agreements entered into after December 31, 2011 and before January 11, 2012 are considered unauthorized. The program has been continued through December 31, 2014.

A. Programs

* 1. Sea Duty Incentive Pay – Extension (SDIP-E). SDIP-E is authorized for sailors who sign a written agreement to voluntarily extend their sea duty assignments on ships, submarines, or aviation squadrons by a minimum of 12 months and a maximum of 48 months (36 months for an assignment outside the continental United States, including Hawaii).

* 2. Sea Duty Incentive Pay – Curtailment (SDIP-C). SDIP-C is authorized for sailors who voluntarily curtail their shore duty assignments a minimum of 6 months prior to their original planned rotation date, and return to sea duty assignments on a ship, submarine, or at an aviation squadron for a minimum of 12 months and a maximum of 48 month (36 for an assignment outside the continental United States, including Hawaii).
3. **Sea Duty Incentive Pay – Back-To-Back (SDIP-B).** SDIP-B is authorized for sailors who voluntarily extend their sea duty when assigned to a Type 2/4 command for rotational purposes upon transfer to ships, submarines, or aviation squadrons by a minimum of 12 months and a maximum of 48 months, based upon Department of Defense area or minimum activity tour length requirements.

B. **Eligibility.** To be eligible for SDIP, the service member must:

1. Be serving in or selected for advancement (including members who are frocked) in one of the eligible ratings, skills, and pay grades. Subparagraph 150202.D is linked to the Navy website with this information.

2. Be serving in a permanent duty assignment on a ship, submarine, or aviation squadron designated as sea duty for the purpose of rotation and home ported in the continental United States (CONUS), Hawaii, or overseas for SDIP-E. Members considered to be assigned as excess of authorized billets are ineligible for SDIP-E.

3. Be serving:
   
   (a) In a permanent shore duty assignment at an activity located in CONUS, Hawaii, Alaska, or overseas that is designated as shore duty for purposes of rotation for SDIP-C. Members currently receiving AIP for their shore duty assignment are not eligible for SDIP-C; or

   (b) In a permanent duty assignment on a Type 2/4 sea duty for purposes of rotation and transfer to a ship, submarine, or aviation squadron and home ported in CONUS, Hawaii, or overseas for SDIP-B. Ships under construction that have not yet been delivered and commissioned are not eligible for SDIP.

4. Incur sufficient obligated service to fulfill the service time required by the SDIP-E, SDIP-C, or SDIP-B agreement. Additional obligated service will be incurred prior to payment of SDIP-E and SDIP-B, and prior to detachment from the shore duty unit/command for SDIP-C.

C. **Restrictions**

1. Reserve Component sailors are not eligible for SDIP.

2. Payment of SDIP-E or C combined with any other AIP allowance will not exceed $3,000 per month or $36,000 per year.

D. **Payment.** Monthly entitlement rates for this program vary by pay grade and skill/rating. The rates are determined by the Department of the Navy and change frequently. Current entitlement rates can be found on the SDIP Eligibility Chart located [here](#).
E. Recoupment and Repayment. Recoupment of unearned portions of the SDIP lump sum payment will be as follows:

1. Sailors who fail to complete the full period of additional sea duty service as required by their SDIP agreement will be required to repay the percentage of the SDIP lump sum payment representing the unexecuted portion of their required service. Situations requiring recoupment include, but are not limited to:
   
a. Approved request for voluntary release from the written agreement if, due to unusual circumstances, it is determined that such release would clearly be in the best interests of both the Navy and the sailor.
   
b. Approved voluntary request for relief from an SDIP assignment.
   
c. Disability resulting from misconduct, willful neglect, or incurrence during a period of unauthorized absence.
   
d. Removal from the SDIP assignment for cause, including misconduct.
   
e. Separation for cause, including misconduct.
   
f. Separation for weight control and/or physical readiness test failure.

2. If a sailor becomes ineligible for SDIP for any of the following reasons, recoupment of payments already received will not be required:
   
a. Disability, injury, or illness, not the result of misconduct or willful neglect, or not incurred during a period of unauthorized absence.
   
b. Separation from the naval service by operation of laws or regulations independent of misconduct.
   
c. Death (see subparagraph 150202.E.3).
   
d. Where the Secretary of the Navy determines repayment would be against equity and good conscience, or contrary to the best interests of the United States.

3. In the event a sailor dies before the SDIP is received or before the sailor completes the sea duty assignment/extension for which SDIP is payable (and death is not caused by the sailor’s misconduct), the unpaid /unearned balance of the SDIP will be payable in the settlement of the deceased sailor’s final military pay account. The unpaid SDIP will be payable in a lump sum. If death is determined to be voluntary or the result of the sailor’s own
misconduct, termination of any future payment and proration or recoupment of the SDIP, as applicable, will be made in accordance with procedures established for sailors whose inability to complete a contracted period of service is voluntary or the result of misconduct.

*1503 ARMY ASSIGNMENT INCENTIVE PAY PROGRAMS

Headquarters, Department of the Army (HQDA), Office of the Deputy Chief of Staff G-1 authorizes AIP programs for Army personnel in amounts of $1,500 per month or less. All HQDA authorized programs have a termination date of September 30, 2014. No agreements may be entered into after this date without HQDA reauthorization of the programs. The programs listed in paragraphs 150301 through 150308 are HQDA programs and fall under these guidelines.

*150301. Korea Assignment Program

A. Eligibility

1. Soldiers must be permanently assigned to Korea in the grades of E-4 and above.

2. Soldiers must not be serving in Command Select List positions.

3. Soldiers must be in good standing and not be under Uniform Code of Military Justice (UCMJ) action at the time of approval and must remain in good standing throughout the AIP tour.

4. Soldiers assigned to Korea for more than 40 months at the end of their current tour are not eligible to apply.

5. Soldiers serving on their initial assignment after graduating from initial entry training or newly appointed officers are not authorized to apply.

B. Payment

1. The maximum monthly rate payable is $500. The payment may be made monthly or in a lump sum payment.

2. Soldiers are limited to a maximum 24 monthly payments.

3. The Commander determines the monthly entitlement rate based on the needs of the Army and may be different for soldiers serving in similar positions at the same location but will not exceed the monthly rate of $500.
4. If a soldier elects a monthly payment to extend their current tour, AIP payments for the period of the extension will begin on the first month of the extension period.

5. Lump sum payments will be computed by multiplying the monthly rate authorized by the Commander at the time the soldier enters into the written agreement, by the number of continuous months for which the AIP is authorized. The payment will be paid upon approval of the AIP agreement.

*150302. Enlisted Explosive Ordinance Disposal (EOD) Program

A. Eligibility

1. Soldiers in grades E-6, E-7, and E-8 in Military Occupational Specialty (MOS) 89D, who graduate from the Naval School Explosive Ordnance Disposal and are assigned to EOD billets performing EOD duties may apply.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldiers must have a minimum of 12 months remaining in service.

4. Soldier must sign a written agreement to serve 1 to 3 years in an enlisted EOD billet.

B. Payment

1. The monthly AIP for an E-6 is $600.

2. The monthly AIP for an E-7 is $500.

3. The monthly AIP for an E-8 is $400.

*150303. Asymmetric Warfare Group (AWG) Incentive Program

A. Eligibility

1. Soldiers in grade E5 to E9, W2 to W4, and O2 to O4 serving in an authorized AWG billet may apply.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldier must sign a written agreement to serve 1 to 3 years in an AWG billet.
B. Payment

Soldiers with an approved written agreement to serve or accept an assignment for 12 to 36 months in an AWG billet will be paid a monthly rate of $400.

*150304. 780th Military Intelligence (MI) Brigade (BDE) Incentive Program

A. Eligibility

1. Enlisted personnel, warrant officers, and commissioned officers who volunteer to serve in an operator billet.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldiers must sign a written agreement to serve 3 years in a 780th MI BDE operator billet.

B. Payment

Soldiers with an approved written agreement to serve or accept an assignment for 36 months in a 780th MI BDE operator billet will be paid $300 monthly.

*150305. Special Mission Units (SMU) Incentive Program

A. Eligibility

1. Soldiers must be permanently assigned to a special mission unit major force program (MFP) -11 Operator billet.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldier must have less than 33 years of active federal service in order to qualify for continued payment.

B. Payment

1. The maximum monthly rate payable to any soldiers in the program is $1,000.

2. The Commander determines the monthly entitlement rate based on the needs of the Army and may be different for soldiers serving in similar positions at the same location but will not exceed the monthly rate of $1,000.
*150306. Army Special Operations Aviation (ARSOA) AIP Program

A. Eligibility

1. Aviation warrant officers, who volunteer for duty with the 160th Special Operations Aviation Regiment (SOAR), successfully complete “Green Platoon” training, and have an MOS of 152C, 153E, or 154E are eligible.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldiers must sign a written agreement to serve 48 months in the 160th SOAR.

B. Payment

Eligible aviation warrant officers serving on an initial assignment of not less than 48 months with the 160th SOAR may be paid a one-time lump sum payment of $10,000.

*150307. Career Management Field (CMF) 18 Program

A. Eligibility

1. Soldiers must be permanently assigned to an authorized Command Sergeant Major/Sergeant Major MFP-11 billet.

2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldiers must have less than 35 years of active federal service in order to qualify for continued payment.

B. Payment

1. The maximum monthly rate payable to any soldier is $1,250.

2. The Commander determines the monthly entitlement rate based on the needs of the Army and may be different for soldiers serving in similar positions at the same location but will not exceed the monthly rate of $1,250.

*150308. Joint Special Operations Command (JSOC) Program

A. Eligibility

1. Soldiers must be permanently assigned to a JSOC SMU Operator billet.
2. Soldiers must be in good standing and not be under UCMJ action at the time of approval and must remain in good standing throughout the AIP tour.

3. Soldiers must have less than 35 years of active federal service in order to qualify for continued payment.

4. Soldiers must sign a written agreement to serve 1 to 3 years in a JSCO SMU Operator assignment.

B. Payment

1. SMU Operators with less than 25 years of active federal service may apply for the following:
   a. SMU Operators with less than 3 years of service in an SMU Operator billet may be paid $750 per month.
   b. SMU Operators with 3 years or more of service in an SMU Operator billet may be paid $1,000 per month.

2. SMU Operators with 25 years or more of active federal service may apply for the following:
   a. SMU Operators with 3 years or more of service in an SMU Operator billet may be paid $500 per month. Agreements will terminate at 28 years of active federal service.
   b. SMU Operators serving in a specified Key Leadership/Development position may be paid $1,000 per month. Agreements will terminate at 35 years of active federal service.

150309. Involuntary Extensions in Iraq, Afghanistan or Certain Theater Units Program

The Army issued clarifying guidelines for payment of AIP for involuntary extensions referenced in section 1506.

A. Active and Reserve Component soldiers deployed to Iraq (to include staging time in Kuwait), Afghanistan, or certain theater units, who have been involuntarily extended by the Secretary of Defense beyond 12 consecutive months boots on ground (BoG) or 12-months within a 15-month period (365 days of 450 days), are entitled to $800 in AIP and $200 for hardship duty pay (HDP) for each month or portion of a month served longer than 12-months BoG. The total monthly entitlement of HDP will not exceed $300. The Principal Deputy Under Secretary of Defense (Personnel and Readiness) (PDUSD (P&R)) changed the monthly $800 AIP and $200 HDP entitlements to a monthly $1,000 AIP entitlement for involuntary extensions effective December 1, 2008.
B. Certain theater units are defined as those units that routinely conduct operations or support units that conduct operations in Iraq or Afghanistan but are not based in Iraq or Afghanistan. The Combatant Commander specifies eligible units for these purposes.

C. Payment of AIP for individual soldiers and to the Company level is effective June 15, 2007.

1504 AIR FORCE ASSIGNMENT INCENTIVE PAY PROGRAMS

150401. Korea Assignment Incentive Program

On April 27, 2004, the Air Force was authorized AIP Korea assignment program. The PDUSD (P&R) provided permanent approval of this program on June 30, 2008. The OUSD (P&R) on April 6, 2009 modified the eligibility requirements based on tour length changes for Korea. All changes are subject to congressional reauthorization of 37 U.S.C. 307a or the Secretary of Defense implementation of 37 U.S.C. 352.

A. OUSD (P&R) Memorandum, dated June 30, 2008. This program is superseded by the OUSD (P&R) memorandum dated April 6, 2009 which is discussed in subparagraph 150401.B. Members will continue to receive their AIP payments until the end date specified in their agreements or their departure from Korea.

1. Eligibility

   a. Airmen who volunteer to serve a 24-month unaccompanied or 36-month accompanied tour before arriving in Korea, and who enter such agreement prior to completion of the first 30 days in country, will receive $300 per month from the date of arrival through their new tour end date.

   b. Additionally, there is a one-time application offer for airmen who have at least 6 months remaining on their tour in Korea or who have not received benefits under the overseas tour extension incentive program (OTEIP) or the in-place consecutive overseas tour (IPCOT) program. Airmen who volunteer to extend their tour length by 12 months and enter such an agreement will receive $300 per month from the date of signature through their new tour end date.

2. The AIP will be stopped upon termination of the contract or curtailment of the agreed tour of duty for any reason, either voluntary or involuntary. The entitlement to AIP will be terminated if the member is determined to be AWOL or enters confinement.

3. Airmen who elect AIP for Korea will not be eligible for Home basing, Follow-on Assignment, or concurrent OTEIP or IPCOT.
B. OUSD (P&R) Memorandum dated April 6, 2009. This memorandum establishes 3 categories of assignments applicable for AIP payments. All categories require a written agreement by the member. The categories are:

1. Members who volunteer for a 36-month initial assignment to Pyeongtaek, Osan, Daegu, Chinhae, or Seoul may be paid $300 per month in AIP, to be paid on a monthly basis, upon commencement of the assignment.

2. Members who volunteer for a 24-month initial assignment to Uijongbu or Dongducheon may be paid $300 per month in AIP, to be paid on a monthly basis, upon commencement of the assignment.

3. Members who accept an initial tour to Korea in any location and later elect to extend their assignment length for 12 or 24 months may be paid $300 per month, to be paid on a monthly basis, upon commencement of the tour with an extension agreement, or entering the extension, whichever is earlier.

C. Restrictions. No agreements will be entered into after September 30, 2014 with the programs remaining subject to congressional reauthorization of 37 U.S.C. 307a.

*150402. 724th Special Tactics Group Incentive Program

The Secretary of the Air Force (SAF) established this program on December 30, 2011 with a monthly payment of $1,000 being authorized to eligible personnel. The program terminated on September 30, 2012. The SAF reestablished the program on October 17, 2012. Any payment made for the period October 1 through October 16, 2012 is invalid. The program will terminate on December 31, 2014 unless extended by the SAF.

A. Eligibility

Enlisted SMU members are eligible for this program.

B. Payment

1. SMU Operators who have a cumulative assignment time of less than 48 months will be paid $750 per month.

2. SMU Operators who have a cumulative assignment time of 48 months or more will be paid $1,000 per month.

150403. Air Force Remote Piloted Aircraft (RPA) Aviation Incentive Pay (AVIP)

See chapter 22.
150404. Air Force Remote Piloted (RPA) Career Enlisted Aviation Incentive Pay (CEVIP)

See chapter 22.

*1505 MARINE CORPS ASSIGNMENT INCENTIVE PAY PROGRAM

*150501. Effective Dates

A. On November 28, 2007, the PDUSD (P&R) authorized the Marine Corps to establish an AIP program for Special Mission Units. The authority to enter contracts under the PDUSD(P&R) authorization ended December 31, 2011. The Secretary of the Navy reauthorized this program on February 17, 2012 with agreements being allowed through September 30, 2012. Any agreement entered into after December 31, 2011 and before February 17, 2012, is considered unauthorized.

B. The program was reestablished by the Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN(M&RA)) on October 25, 2012 and ending September 30, 2013. Any agreement entered into after September 30, 2012, and before October 25, 2012 is considered unauthorized.

C. The program was reauthorized by the ASN(M&RA) on October 2, 2013 through November 30, 2013. Any agreement entered into on October 1, 2013 is considered unauthorized.

D. The ASN(M&RA) extended the program on November 26, 2013 through December 31, 2014.

*150502. Eligibility

A. For agreements entered into on and before September 30, 2012, only SMU enlisted Marines serving in operator billets are eligible.

B. For agreements entered into on and after October 2, 2012, qualified SMU operators are eligible after completing qualification requirements.

*150503. Payment

A. For agreements entered into on and before September 30, 2012, payment of $750 per month is authorized for Marines who have served in an SMU operator billet for less than 3 years.

B. For agreements entered into on and before September 30, 2012, payment of $1,000 per month is authorized for Marines who have served in an SMU operator billet for 3 or more years.
C. Effective October 25, 2012 through September 30, 2013, qualified SMU operators are eligible to receive a flat rate monthly payment up to $1,000.

D. Effective October 2, 2013 through November 25, 2013, qualified SMU operators are eligible to receive a flat rate monthly payment up to $1,000.

E. Effective November 26, 2013, qualified SMU operators with less than 3 years of SMU service are eligible to receive a monthly payment of $750.

F. Effective November 26, 2013, qualified SMU operators with more than 3 years of SMU service are eligible to receive a monthly payment of $1,000.

1506 ASSIGNMENT INCENTIVE PAY PROGRAMS FOR INVOLUNTARY EXTENSIONS IN AFGHANISTAN OR CERTAIN THEATER UNITS

The AIP program for involuntary extensions beyond 12-months BoG in Iraq, Afghanistan, or certain theater units entitled qualified members to $800 per month in AIP. There are 4 independent qualifying effective dates with criteria as follows:

150601. January 20, 2004 PDUSD (P&R) Memo

On January 20, 2004, AIP was authorized for members assigned or attached to specified units identified by the Combatant Commander as having been required to remain in Iraq beyond the normal 12-month rotation return date. Additionally, the individual member must have been deployed to Iraq (including staging time in Kuwait) and/or Afghanistan for 12-months within a 15-month period (365 days out of 450 days). (The authority issued on January 20, 2004, was rescinded but replaced by the policy issued on April 12, 2004, by memorandum with no material change).

150602. April 22, 2004 PDUSD (P&R) Memo

On April 22, 2004, AIP was authorized for members assigned to theater units not based in Iraq, who routinely conduct operations in Iraq or support units that conduct operations in Iraq. The only qualifying units are those specified by the Combatant Commander as having been involuntarily extended beyond the normal 12-month rotation return date. Additionally, the individual member must have been deployed to Iraq (including staging time in Kuwait) and/or Afghanistan and/or the location of the unit for 12 months within a 15-month period (365 days out of 450 days).

150603. June 24, 2005 PDUSD (P&R) Memo

On June 24, 2005, continued payment of AIP in effect under the April 12th and 22nd, 2004 memoranda for members in units involuntarily extended beyond 12-months BoG in Iraq was authorized. The program was also expanded to include Afghanistan and any individual member involuntarily extended beyond 12-months BoG in Iraq, Afghanistan or in certain theater units (units that routinely conduct operations or support units that conduct operations in Iraq or
in Afghanistan, but are not based in those countries). The authority issued on June 24, 2005, rescinded the April 12th and 22nd, 2004 memoranda referenced in subparagraphs 150601 and 150602.

150604. November 13, 2008 PDUSD (P&R) Memo

On November 13, 2008, the PDUSD (P&R) authorized the payment of $1,000 for AIP effective on and after December 1, 2008. Members will be provided a written statement specifying the period of the approved involuntary extension for which the AIP will be paid.

150605. Payment Exception

Payment will not be prorated for partial months, but rather will be paid in full for any partial month of qualification. This is an exception to the usual practice of prorating AIP.

1507 ASSIGNMENT INCENTIVE PAY IN LIEU OF POST-DEPLOYMENT/MOBILIZATION RESPITE ABSENCE (PDMRA) PROGRAM

The Secretary of Defense directed on January 19, 2007 that a program be established to recognize members who mobilize or deploy more frequently than established rotation policy goals. The PDMRA program was established to allow a member to earn days of administrative absence, not chargeable to the member’s accrued leave account, dependent on the length of time the member deployed beyond the rotation policy goals. The program also allows members to receive monetary compensation in lieu of administrative absence days in certain situations.

150701. May 24, 2007 Under Secretary of Defense (USD) Memorandum

The Under Secretary of Defense (Personnel and Readiness) authorized the Secretary concerned to offer the option of payment of AIP in lieu of taking administrative absence under the PDMRA program in certain situations. Reserve Component members (as described in paragraph 150701.A) may elect to receive AIP for PDMRA days earned instead of taking the administrative absence. The programs are not effective until the Services publish their implementation instructions.

A. Eligible Members. Reserve component members who are also federal, state, or local government civilian employees and precluded by law from being paid by two entities for simultaneously serving in a Reserve component status and in their civilian government jobs may elect the payment of AIP instead of taking administrative absence.

B. Requirement. The member must elect to receive the AIP instead of the PDMRA administrative absence days before the PDMRA days are earned.

C. Payment. Members electing to be paid the AIP will receive $200 for each PDMRA day earned. Members are not authorized to be paid for any PDMRA days earned before an election is made.
D. Restrictions

1. Payment of the AIP will not exceed the monthly limit of $3,000.

2. The PDMRA payment benefit is not eligible for combat zone tax exclusion.

E. Service Instructions. Effective dates for the implementation are:

3. Army: August 7, 2007

150702. Authority

Public Law 111-84, section 604, dated October 28, 2009, authorized the Secretary of Defense to prescribe regulations allowing the Secretary concerned to provide current and former members with payment for administrative absence days earned under the PDMRA program during the period January 19, 2007 through the date the Service implemented their respective PDMRA program. The OUSD (P&R) issued guidance on February 1, 2010, authorizing the Secretary concerned to issue implementing guidance. The discretionary authority to pay this benefit expires on October 28, 2010.

A. Eligible members

1. Former members who were discharged or released from the Armed Forces under honorable conditions.

2. Current active and reserve component members who, during the period described in paragraph 150702, qualified for PDMRA days.

B. Payment

1. Former members may receive $200 for each PDMRA day earned.

2. Current members who, during the period of January 19, 2007, through the date the member’s service implemented the PDMRA benefits as stated in subparagraph 150701.E, would have earned PDMRA days may receive either one day of administrative absence for each PDMRA day earned or payment not to exceed $200 per day for each PDMRA day earned during that time frame as directed by the Secretary concerned.
3. Payment may be paid in a lump sum or installments, at the election of the Secretary concerned.

C. Restrictions

1. Payment of the AIP will not exceed the monthly limit of $3,000 prescribed in 37 U.S.C. 307a.

2. The PDMRA payment benefit is not eligible for combat zone tax exclusion.

150703. Program Guidance for Qualifying Deployments and Mobilizations on or after January 19, 2007, but before October 1, 2011

A. Frequency Thresholds

1. Active Component (AC) members deployed in excess of 12 months during the most recent 36-month period qualify for PDMRA.

2. Reserve Component (RC) members mobilized in excess of 12 months during the most recent 72-month period qualify for PDMRA.

B. Creditable Time

1. Creditable time for AC members includes the day of the member’s arrival at the deployed location through departure of BoG.

2. Creditable time for RC members includes mobilizations under 10 U.S.C. 12301(a), 12302, or 12304. Mobilization for this purpose includes the day the member is mobilized through the date the mobilization is terminated.

3. The Secretary concerned may include other deployments or mobilizations in conjunction with an expanded program for the Service concerned.

4. For AC members, computation of creditable time commences 36 months prior to the member’s deployment and continues during the deployment.

5. For RC members, computation of creditable time commences 72 months prior to the member’s mobilization and continues during the deployment.

6. The Secretary concerned will establish policy on the crediting of time when court-martial or other adverse administrative actions have been initiated.

7. PDMRA days are authorized for each month or portion of a month that a member is deployed (AC) or mobilized (RC) beyond the frequency thresholds at subparagraph 150703.A. The number of PDMRA days awarded to AC and RC members are:
a. One day of administrative absence per month in excess of 12 months during the qualifying period.

b. Two days of administrative absence per month in excess of 18 months during the qualifying period.

c. Four days of administrative absence per month in excess of 24 months during the qualifying period.

8. The Secretary concerned may develop supplementary tables, including other non-monetary recognition programs, delivering comparable or greater benefits to members meeting the frequency thresholds at subparagraph 150703.A.

9. RC members must be on active duty during the days they take their earned PDMRA days.

C. Payment

1. Under current law, RC members who are also Federal, State, or local government civilian employees are not permitted to receive their civilian pay on the same days they are serving on active duty. Affected members may elect to receive assignment incentive pay at $200 for each day of absence that otherwise would have been authorized, not to exceed $3,000 monthly, in lieu of being awarded administrative absence days.

2. There is no option to cash in administrative absence days already earned. The AIP election must be made by the affected RC member prior to the days being earned.

150704. Program Guidance for Qualifying Deployments and Mobilizations on or after October 1, 2011, including that Portion of an Ongoing Deployment or Mobilization that Occurs on or after October 1, 2011

A. Deployment and Mobilization Frequency Requirements and/or Thresholds

1. AC members who, on the first day of their current deployment, had deployed in excess of 12 months out of the previous 36 months, and who meet the other eligibility criteria contained in this enclosure, qualify for PDMRA days.

2. RC members who, on the first day of their current qualifying mobilization, had been mobilized pursuant to 10 U.S.C. 12301(a), 12302, or 12304 in excess of 12 months out of the previous 72 months, and who meet the other eligibility criteria contained in this enclosure, qualify for PDMRA days. The 12 month qualifying period may include service pursuant to section 10 U.S.C. 12301(d) when designated by the Secretary concerned.

3. The Secretary concerned may utilize the deployment-to-dwell ratio of 1:2 for AC members or mobilization-to-dwell ratio of 1:5 for RC members as the qualifying
threshold for providing PDMRA benefits, as opposed to the requirements contained in paragraphs 150703.A and 150703.B.

B. 2 Days PDMRA Accrual Conditions

1. AC Service members accrue 2 administrative absence days per month when the deployment threshold established in paragraph 150704.A is exceeded, and the AC member is:
   a. Deployed to Iraq or Afghanistan; or
   b. Deployed to a combat zone tax exclusion (CZTE) area when the CZTE area has been designated as a 2-day per month PDMRA accrual location by the Secretary concerned.

2. RC Service members accrue 2 administrative absence days per month when the mobilization threshold established in paragraph 150704.A is exceeded, and the RC member is serving:
   a. In Iraq or Afghanistan pursuant to 10 U.S.C. 12301(a), 12302, or 12304;
   b. In Iraq or Afghanistan pursuant to 10 U.S.C 12301(d) when designated by the Secretary concerned; or
   c. In a CZTE area under the authority of 10 U.S.C. 12301(a), 12301(d), 12302, or 12304 when the CZTE area has been designated as a 2-day per month PDMRA accrual location by the Secretary concerned.

C. 1 Day PDMRA Accrual Conditions

1. AC members accrue 1 administrative absence day per month when the deployment threshold established in paragraph 150704.A is exceeded for deployments to a qualifying CZTE area when the CZTE area has been designated as a 1-day per month PDMRA accrual location by the Secretary concerned.

2. RC members accrue 1 administrative absence day per month when the mobilization threshold established in paragraph 150704.A is exceeded, and the RC member is serving:
   a. Outside of the United States pursuant to 10 U.S.C. 12301(a), 12302, or 12304;
   b. Outside of the United States pursuant to 10 U.S.C. 12301(d) when designated by the Secretary concerned; or
c. In a CZTE area pursuant to 10 U.S.C. 12301(d) when the CZTE area has been designated as a 1-day per month PDMRA accrual location by the Secretary concerned.

D. PDMRA Accrual Conditions

1. Service members, at a minimum, must meet PDMRA eligibility criteria contained in paragraph 150703 and 150704 for 30 consecutive days in order to begin accruing PDMRA days. Upon meeting the minimum 30 consecutive day requirement:

   a. PDMRA accrual for AC members includes the day that the member arrives at the deployed location through the day that the member redeploys.

   b. PDMRA accrual for RC members includes the day that the member is ordered to duty pursuant to 10 U.S.C. 12301(a), 12302, or 12304 through the date that the member’s service is terminated under that same authority.

2. When designated as qualifying for PDMRA by the Secretary concerned pursuant to subparagraphs 150704.B.2.b, 150704.B.2.c, 150704.C.2.a, or 150704.C.2.b, include the day that the member enters service pursuant to 10 U.S.C. 12301(d) through the date that the member’s service is terminated under that same authority.

E. Extensions of Mobilization Orders to Utilize Accrued PDMRA Days. The Secretary concerned may extend the mobilization orders of RC Service members, within statutory limitations, to allow these members to utilize PDMRA days accrued during the mobilization. RC members do not accrue PDMRA days during the time that mobilization orders are extended for the purpose of utilizing PDMRA days.

F. Election of Payment for PDMRA Days for Select RC Members. Under current law, RC members who are also Federal, State, or local government civilian employees are not permitted to receive their civilian pay while on active duty utilizing accrued PDMRA days. To resolve this pay restriction, the Secretary concerned may offer such RC members a special PDMRA payment which permits such members to elect to receive AIP pursuant to 37 U.S.C. 307a, in lieu of being awarded PDMRA administrative absence days. For this purpose, the AIP would be valued at a rate of $200 for each day of administrative absence that otherwise would have been authorized under the PDMRA program, not to exceed the statutory $3,000 monthly maximum limit of AIP payable to an individual member pursuant to 10 U.S.C. 307. If this option is offered, the AIP election must be made by the RC Service member prior to the PDMRA days being earned. This option may NOT be used to cash in administrative absence days already earned.

G. Crediting PDMRA Time. The Secretary concerned will establish policy on crediting PDMRA time when court-martial or other adverse administrative actions have been initiated.
H. RC Use of Administrative Absence Days. RC members must be serving pursuant 10 U.S.C. 12301(a), 12301(d), 12302, or 12304 in order to utilize the administrative absence days accrued under the PDMRA Program.


A. P.L. 112-120 clarified the entitlement to PDMRA days for RC members. The law allows for the Secretary of Defense to determine that provisions of entitlement outlined in Department of Defense Instruction 1327.06 will not apply to RC members whose qualified mobilization commenced before October 1, 2011 and continued on and after that date until the date the mobilization terminated.

B. The USD (P&R) issued implementation guidance for P.L. 112-120 on July 11, 2012. The guidance stipulated that:

1. Each Military Department Secretary will publish implementing guidance and establish an application process to allow qualifying current and former RC members to apply for benefits authorized by P.L. 112-120.

2. Benefits are only authorized for RC members who deployed outside the continental United States and whose qualified mobilization commenced before October 1, 2011.

3. Each military Department Secretary will provide qualifying applicants with a PDMRA day, or a payment of $200 for each PDMRA day that the individual would have qualified for had the October 1, 2011 guidance changes not applied to the individual.

4. Each Military Department’s application for benefits will require qualifying RC members to elect to receive either PDMRA day or payment of $200 for each qualifying PDMRA day. The application will caution members who are no longer mobilized in a status where they can use the PDMRA days and elect PDMRA days in lieu of payment that:

   a. The PDMRA days will be banked and cannot be used until the next qualifying period of service, and

   b. Banked PDMRA days will be lost if the member is separated from the military prior to using the PDMRA days. Banked PDMRA days cannot be subsequently sold.

5. Qualifying former RC members will only receive $200 per day for each PDMRA day.

6. Former RC members who were discharged or released from the Armed Forces under other than honorable conditions are not eligible for benefits.
7. Each Military Department Secretary may elect to pay qualifying individuals a lump sum payment or installments.

8. The authority to provided benefits under P.L. 112-120 expires on October 1, 2014. This expiration does not affect PDMRA days earned prior to but used or paid for after October 1, 2014. The member must have elected the payment option before October 1, 2014.


A. P.L. 112-239 allows for the payment of $200 per day to individuals who were eligible to participate as a member of the Armed Forces in the PDMRA program, but who did not participate in 1 or more days in the program due to Government error. Those individuals must apply for payment of PDMRA days with an application for the correction of their military records pursuant to 10 U.S.C. 1552, or other process as prescribed by the Secretary concerned.

B. A claim for a deceased individual, who would have been authorized to apply for the payment of $200 in subparagraph 150706.A, may be submitted by the deceased individual’s legal representative. Payment for a deceased member will be made pursuant to 10 U.S.C. 1552 (c)(2), or other process as determined by the Secretary concerned.
Table 15-1. Army Explosive Ordnance Disposal Assignment Incentive Pay

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CHAPTER 15—SPECIAL PAY – ASSIGNMENT INCENTIVE PAY

1501 – GENERAL ENTITLEMENT

150101  37 U.S.C. 307a
PDUSD (P&R) Memo, September 21, 2011
DAS (MPP), OASD Memo, August 5, 2013

150103  Public Law 109-163, section 628, January 6, 2006

150104  Public Law 113-66, section 615, December 26, 2013

150104.D  DoDI 1340.26, February 26, 2013

1502 – NAVY ASSIGNMENT INCENTIVE PAY PROGRAMS

150201  PDUSD(P&R) Memo, May 29, 2003
CNO NAVADMIN 161/03

* 150201.A  DON, OAS (M&RA) Memo, February 17, 2012
* 150201.C  DON, OAS (M&RA) Memo, October 1, 2013

150202  PDUSD (P&R) Memo, December 6, 2006
NAVADMIN 070/07, March 15, 2007
NAVADMIN 162/07, June 25, 2007
OUSD (P&R) Memo, April 14, 2009
PDUSD (P&R) Memo, December 22, 2010
DON, OAS (M&RA) Memo, January 11, 2012

*  DON, OAS (M&RA) Memo, December 21, 2012
*  DON, OAS (M&RA) Memo, December 31, 2013
*  DON, OAS (M&RA) Memo, February 25, 2014

*  150202.A  DON, PDM 008-13, April 26, 2013

1503 – ARMY ASSIGNMENT INCENTIVE PAY PROGRAMS

150301  PDUSD (P&R) Memo, March 10, 2004
PDUSD (P&R) Memo, May 18, 2004
PDUSD (P&R) Memo, January 19, 2005
HQDA ALARAT 034/2004
MILPER Msg 07-048, March 5, 2007
MILPER Msg 09-001, January 5, 2009
DA ADCoS, G-1 Memo, December 16, 2011
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

*  DA DCoS, G-1 Memo, December 24, 2013

150302  PDUSD(P&R) Memo, March 7, 2007

15-28
MILPER Msg 07/076, March 30, 2007
DA DCoS, G-1 Memo, January 8, 2013
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

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OUSD(P&R) Memo, November 2, 2009
ASA(M&RA) Memo, September 29, 2011
DA ADCoS, G-1 Memo, December 16, 2011
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

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USD (P&R) Memo, March 26, 2010
ASA(M&RA) Memo, September 29, 2011
DA ADCoS, G-1 Memo, December 16, 2011
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

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OUSD(P&R) Memo, March 23, 2006
USD(P&R) Memo, March 26, 2010
DA ADCoS, G-1 Memo, January 19, 2012
DA ADCoS, G-1 Memo, March 1, 2012
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

USD(P&R), Memo, March 4, 2010
DA ADCoS, G-1 Memo, December 16, 2011
DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 7, 2013
DA DCoS, G-1 Memo, January 8, 2013

DA DCoS, G-1 Memo, December 24, 2013

DA DCoS, G-1 Memo, December 7, 2012
DA DCoS, G-1 Memo, January 8, 2013

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ALARAT 137/2007, June 15, 2007
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1504 – AIR FORCE ASSIGNMENT INCENTIVE PAY PROGRAMS
1505 – MARINE CORPS ASSIGNMENT INCENTIVE PAY PROGRAMS

* 150501.C DON, OAS (M&RA) Memo, October 2, 2013
* 150503.C DON, OAS (M&RA) Memo, October 25, 2012
* 150503.D DON, OAS (M&RA) Memo, October 2, 2013
* 150503.E DON, OAS (M&RA) Memo, November 26, 2013
* 150503.F DON, OAS (M&RA) Memo, November 26, 2013

1506 – ASSIGNMENT INCENTIVE PAY PROGRAM FOR INVOLUNTARY EXTENSIONS IN AFGHANISTAN OR CERTAIN THEATER UNITS

PDUSD (P&R) Memo, January 20, 2004
PDUSD (P&R) Memo, April 12, 2004
PDUSD (P&R) Memo, April 22, 2004
HQDA ALARACT 022/2004
PDUSD (P&R) Memo, February 11, 2004
PDUSD (P&R) Memo, March 30, 2004
PDUSD (P&R) Memo, January 31, 2005
150603 PDUSD (P&R) Memo, June 24, 2005
150604 PDUSD (P&R) Memo, November 13, 2008

1507 – ASSIGNMENT INCENTIVE PAY IN LIEU OF POST-DEPLOYMENT/MOBILIZATION RESPITE ABSENCE (PDMRA)

USD (P&R) Memo, April 18, 2007
USD (P&R) Memo, May 24, 2007
Public Law 111-84, section 604, October 28, 2009
150701.D OUSD (P&R) Memo, February 1, 2010
150703 DoDI 1327.06, Chg 1, September 30, 2011
* 150703.C 37 U.S.C. 307a
150704 DoDI 1327.06, Chg 1, September 30, 2011
150705 Public Law 112-120, May 25, 2012
USD (P&R) Memo, July 11, 2012
150706 Public Law 112-239, section 605, January 2, 2013

Table 15-1 MILPER Msg 07/076, March 30, 2007

15-30