

**VOLUME 7A, CHAPTER 58: “PAY AND ALLOWANCES FOR INACTIVE DUTY TRAINING”****SUMMARY OF MAJOR CHANGES**

All changes are 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 [September 2015](#) is archived.

PARAGRAPH	EXPLANATION OF CHANGE/REVISION	PURPOSE
580101	Changed “Overview” to “Purpose” in the General section to comply with current administrative guidance.	Revision
580205.B	Updated the Muster Duty Allowance rate for calendar year 2016.	Revision
580208.D	Extended Designated Unit Pay to December 31, 2016.	Revision
Table 58-1	Updated Table with 2016 Muster Duty Allowance rate.	Revision
Bibliography	Updated Statutes and references.	Revision

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## CHAPTER 58

**PAY AND ALLOWANCES FOR INACTIVE DUTY TRAINING**

## 5801 GENERAL

## \*580101. Purpose

This chapter establishes policy pertaining to the pay and allowances for inactive duty training for members of the National Guard and Reserve Component.

## 580102. Authoritative Guidance

The bibliography at the end of this chapter lists the authoritative references.

## 5802 PROVISIONS

## 580201. Entitlement

A. Inactive Duty Training with Pay. A member of the National Guard or a Reserve Component is entitled to compensation at the rate of one-thirtieth of the basic pay prescribed for grade and years of service for the performance of each authorized period of:

1. Regular inactive duty training (drill or unit training assembly);
2. Equivalent training, instruction, or duty. For the:
  - a. Army. For details and exceptions, see [Army Regulation 140-1](#) and [National Guard Regulation 350-1](#),
  - b. Navy. See Bureau of Navy Personnel Instruction [1001.39F](#) Series,
  - c. Air Force. See [Air National Guard Instruction 36-2001](#) and [Air Force Instruction 36-2254 VI](#), and
  - d. Marine Corps. See [Marine Corps Order 1001R.1K](#);
3. Appropriate duty;
4. Additional flying training period (AFTP);
5. Additional inactive duty training; and
6. Duty or training that resulted in the successful completion of a course of instruction undertaken by the member using electronic-based distributed learning

methodologies to accomplish training requirements related to unit readiness or mobilization, as directed for the member by the Secretary concerned.

NOTE: To qualify for pay for a period of inactive duty training, each member must engage in such duty or training for the period (not less than 2 hours) as prescribed by the Secretary concerned. Compensation will not accrue for periods of inactive duty performed in excess of the number authorized by the appropriate regulations of the Military Service concerned. A member cannot qualify for pay for more than two periods of inactive duty training during a single calendar day.

B. Inactive Duty Training Without Pay. The Secretary concerned may authorize members of the Reserve Components, with their consent, to inactive duty training without pay.

C. Combination Active Duty and Inactive Duty. A member of a Reserve Component may be paid the equivalent total of pay for more than 360 days in a year, when so directed based on the actual entitlement if the total is based on a combination of active duty pay and inactive duty training compensation.

580202.        Limitation

A member cannot accrue compensation for inactive duty training performed on a day on which he or she is also entitled to basic pay for active duty or active duty for training, or on a day on which entitled to Muster Duty Allowance (MDA).

580203.        Waiver of Benefits

The provisions of Chapter 57, paragraph 570204 apply to members of the Reserve Components who perform inactive duty training in a pay status.

580204.        Allotment of Pay

Except as prescribed in Chapter 57, paragraph 570205, there is no authorization for members of the Reserve Components to allot inactive duty training compensation.

\*580205.        Muster Duty Allowance for Reservists

A. Entitlement. The Secretary of Defense may order a member of the Ready Reserve who is not a member of the National Guard or Selected Reserve, without the member's consent, to muster duty one time each year. A member ordered to muster duty will be required to perform a minimum of 2 hours muster duty, as determined by the Secretary of the Military Department concerned, on the day of muster.

\* B. Amount Payable. The General Services Administration Office of Government-wide Policy, Office of Travel, and Relocation Policy calculates the Average Domestic Per Diem Rate to establish the MDA allowance. The MDA is 125 percent of the

average per diem rate in effect on September 30 of the calendar year preceding the calendar year in which the muster duty is performed. [The 2016 rate is \\$211.25. See Table 58-1 for previous yearly rates.](#)

C. Payment. A Ready Reservist may be paid the [MDA](#) allowance before, on, or after the date on which [he or she performs](#) muster duty, but not more than 30 days after that date. The Ready Reservist is not entitled to other payment of any kind, including inactive duty training compensation under paragraph 580201, for the performance of muster duty.

D. Retirement Point Credit. Muster duty will not be credited in determining entitlement to, nor computing, retired pay.

E. Collections. From the MDA, collect:

1. Federal Income Tax Withholdings (FITW) at the authorized rate for one-time payments;
2. State Income Tax Withholdings (SITW) at the authorized rate for one-time payments; and
3. The premium for Servicemembers' Group Life Insurance (SGLI) program. [See Chapter 47, section 4705 for the premium rates, and Table 47-1 for coverage effective dates.](#)

NOTE: MDA is not subject to collection of the Federal Insurance Contributions Act (FICA) taxes.

580206. Electronic Screening Allowance (ESA) [stipend](#) for Reservists

A. Entitlement. The Secretary concerned may authorize payment of an ESA stipend to a member of the Individual Ready Reserve (IRR) for participating in the screening performed by electronic means. Electronic screening may be performed in lieu of muster duty performed. A maximum of one ESA is paid during a calendar year. The ESA stipend authorized may not be disbursed in kind. Payment of a stipend to a member of the IRR for participation in screening will be made on or after the date of participation in such screening, but not later than 30 days after such date.

B. Maximum Amount Payable. The aggregate amount of the ESA stipend paid to an IRR member, in any calendar year, may not exceed \$50, regardless of pay grade.

C. Restriction. ESA [stipend](#) is the only monetary compensation authorized to be paid to a member for the performance of electronic screening and will constitute full payment to the member regardless of the grade or rank in which the member is serving.

D. Collections. From the ESA [stipend](#), collect:

1. FITW at the authorized rate for one-time payments;
2. SITW at the authorized rate for one-time payments; and
3. The premium for SGLI program. [See Chapter 47, section 4705 for the premium rates, and Table 47-1 for coverage effective dates.](#)

NOTE: ESA [stipend](#) is not subject to collection of FICA taxes.

580207. Funeral Honors Duty Allowance (FHDA)

A. Entitlement. The Secretary concerned may authorize payment of FHDA to a member of the Ready Reserves and the Retired Reserves. A member is entitled to FHDA for a minimum of 2 hours of funeral honors duty (FHD). A maximum of 1 FHDA may be earned and paid in 1 calendar day.

B. Amount Payable. FHDA is payable at \$50 for each FHD period regardless of pay grade, or one-thirtieth of the members basic pay rate for each FHD period.

C. Restriction. Except for expenses reimbursed for travel and transportation incident to FHD, the FHDA is the only monetary compensation authorized to be paid to a member for the performance of FHD and will constitute full payment to the member.

D. Collections. From the FHDA, collect:

1. FITW at the rate claimed on the member's Internal Revenue Service (IRS) Form W-4, "Employee's Withholding Allowance Certificate." [When a W-4 is not submitted, collect at the rate authorized for one-time payments;](#)
2. SITW at the rate claimed on the member's IRS Form W-4. [When a W-4 is not submitted, collect at the rate authorized for one-time payments;](#) and
3. The premium for SGLI coverage, if elected by Retired Reserve members when performing FHD. [See Chapter 47, section 4705 for the premium rates, and Table 47-1 for coverage effective dates.](#)

NOTE: FHDA is not subject to collection of FICA taxes.

\*580208. Designated Unit Pay

A. A member assigned to a unit designated as a high priority unit of the Selected Reserve by the Secretary concerned is, while performing inactive duty training for compensation, entitled to a maximum of \$50 [Designated Unit Pay](#) for the performance of each authorized period of:

1. Regular inactive duty training (drill or unit training assembly); or
2. Equivalent training, instruction, or duty, provided each authorized period is not less than 4 hours duration. Authorized periods may be performed on a Sunday or a legal holiday.

B. A member of a designated unit is entitled to **Designated Unit Pay** for authorized periods of drill or duty performed with a nondesignated unit, but members of a nondesignated unit may not receive **Designated Unit Pay** for authorized periods of drill or duty performed with a designated unit.

C. From the Designated Unit Pay, collect:

1. FITW at the rate claimed on the member's IRS Form W-4. **When a W-4 is not submitted, collect at the rate authorized for one-time payments;** and
2. SITW at the rate claimed on the member's IRS Form W-4. **When a W-4 is not submitted, collect at the rate authorized for one-time payments.**

NOTE: Designated Unit Pay is not subject to collection of the FICA taxes.

\* D. No payment of **Designated Unit Pay** may be made for any period before the date the Secretary concerned designates a unit as a high priority unit, nor may any payment be made for any period of drill or instruction performed after **December 31, 2016**.

### 5803 INCENTIVE PAY

#### 580301. Entitlement

Members of the Reserve Components who are in a pay status are entitled to incentive pay for hazardous duty performed during periods of inactive duty training if serving under competent orders and otherwise meeting the requirements of this section. Members entitled to incentive pay for hazardous duty are entitled to an increase in compensation equal to one-thirtieth the applicable monthly rate for each authorized period of inactive duty training of not less than 2 hours.

580302. Aviation Career Incentive Pay (ACIP), Continuous or Conditional, or Hazardous Duty Incentive Pay (HDIP) for Flying Duty

#### A. Entitlement

1. Members of the Reserve Components who perform inactive duty training in a pay status are entitled to ACIP or incentive pay for flying under the conditions of Chapter 22, sections 2202 or 2203. The provisions of Chapter 22, subparagraphs 220203.A.1 or 220303.A.1, regarding the use of hours flown during the preceding 5 months not already used to qualify for flight pay, are equally applicable to members otherwise eligible who are performing



inactive duty training. Exception: Minimum flight requirements are one-half of those prescribed for a member on active duty - that is, 2 hours per month when the calendar month is the unit period. If a fraction of a calendar month is the unit period, then flying time required for such period will be as shown in Chapter 22, Table 22-3 under "Inactive Duty."

2. A member, who has performed less than the total number of regularly scheduled drills or unit training assemblies during a month or a fractional part of a month, must meet the minimum flight requirements for the month, or fraction thereof, in order to be entitled to any flying pay for the drills or unit training assemblies actually performed. When scheduled inactive duty training was not attended and performed in a subsequent month, flying pay for such period(s) is payable, provided the member met minimum flight requirements for each period involved.

**B. Combined Flight Requirements.** When a member performs both active and inactive duty with pay in the same month, designated flying time earned in that month may be combined to satisfy any ACIP or HDIP flight requirements for that month.

1. Active and inactive duty flying time may be combined for application to flight requirements only in the month in which the flying is performed. The combined flying time that is in excess of the requirements of the month in which it was performed, or that otherwise cannot be used in the month earned, will be redistributed into active and inactive flying time categories. Combined flying time may be applied only to other monthly flight requirements (see Chapter 22) for the appropriate status category into which redistributed (i.e., active duty flying time for active duty requirements and inactive duty flying time for inactive duty requirements). Combined flying time will be applied and any excess or unused time will be divided and placed into appropriate categories as set forth in subparagraph 580302.A.1.a-d.

NOTE: Unless the member is performing continuous active duty in excess of 30 days, or unless the active duty period extends unbroken over parts of 2 months, the excess/unused active flying duty hours may not be banked for potential application to other requirements.

a. When the hours flown while on active duty are in excess of the active duty flight requirement of the month, and the hours flown during the inactive duty period are also in excess of the inactive duty flight requirement of the month, all excess hours will be retained in their respective categories for application to the requirements for other months, if otherwise allowable.

Example 1: A member performed 15 days of active duty and was in an inactive duty training status 15 days in the same calendar month. The member performed 5.0 hours of flying duty while on active duty and 1.5 hours while on inactive duty. The 5.0 hours earned while on active duty are in excess to the 2 hours required, and the 1.5 hours earned while on inactive duty are in excess to the 1.0 hour required. The 3.0 hours that are in excess of the active duty requirement will be "banked" as active duty time if the criteria of the note in

subparagraph 580302.A.1 are met. The 0.5 hour in excess to the inactive duty requirement will be banked as inactive duty time.

b. When the hours flown while on active duty are in excess of the active duty flight requirement of the month, and the hours flown during the inactive duty period are insufficient for the inactive duty flight requirement of the month, the excess active duty hours will be applied to the inactive duty requirement. Any remaining excess or unused active duty hours will be retained for application to the requirements for other months of active duty, if otherwise allowable. If the excess active duty hours applied to the inactive duty requirement are not sufficient to meet the inactive duty requirement for that month, then any banked inactive hours will also be applied. If the inactive duty requirement is still not satisfied, then all hours revert to their respective categories to be used in meeting the requirements for other months, as allowable.

Example 2: A member performed 15 days of active duty and was in an inactive duty training status for 15 days in the same calendar month. The member performed 5.0 hours of flying duty while on active duty and 0.5 hour while on inactive duty. The active duty flying time is in excess of the active duty requirement of 2.0 hours, while the inactive flying time is insufficient for the inactive duty requirement of 1.0 hour. Apply 0.5 of the excess active duty hours to the inactive requirement. The remaining 2.5 excess active duty hours may be banked as active duty time, if the criteria of the note in subparagraph 580302.A.1 are met.

c. When the hours flown while on active duty are insufficient for the active duty flight requirement of the month, and the hours flown during the inactive duty period are in excess of the inactive duty flight requirement of the month, the excess inactive duty hours will be applied to the active duty requirement. Any remaining excess or unused inactive duty hours will be retained for application to inactive duty requirements in a subsequent month. If the excess inactive duty hours applied to the active duty requirement are not sufficient for a month's active duty requirement, then any banked active duty hours will be applied. If the active duty requirement is still not satisfied, then all hours revert to their respective categories for use in meeting requirements for other months, as allowable.

Example 3: A member performed 15 days of active duty and was in an inactive duty for training status 15 days in the same calendar month. The member performed 0.5 hour of flying duty while on active duty and 1.5 hours while on inactive duty. The member has 0.0 hour of active duty flying time and 3.0 hours of inactive flying time banked. The active duty flying time is insufficient for the active duty requirement of 2.0 hours and the inactive flying time is in excess of the inactive duty requirement of 1.0 hour. Apply the 0.5 excess inactive duty hours to the active duty requirement. Combined, the active duty and inactive duty flying time is short of the requirement by 1.0 hour. In this case, there are no banked active duty hours, and the active duty requirement remains unfulfilled. Therefore, the 0.5 unused active duty hour may be banked as active duty time if

the criteria of the note in subparagraph 580302.A.1 are met and the 0.5 hour of unused inactive duty time will be banked as inactive duty time.

d. When the hours flown while on active duty are insufficient for the active duty flight requirement of the month, and the hours flown during the inactive duty period are also insufficient for the inactive duty flight requirement of the month, the hours will be applied in the following sequence. First, the inactive duty hours flown will be applied to the active duty requirement. If the combined active and inactive duty hours flown is not sufficient for the active duty requirement, then any banked active duty hours will also be applied. If the active duty requirement is still not satisfied, then the active duty hours flown will instead be applied to the inactive duty requirement. If the combined active and inactive duty hours flown is not sufficient for the inactive duty requirement, then any banked inactive duty hours will also be applied. If the inactive duty requirement is still not satisfied, then all hours revert to their respective categories use in meeting requirements for other months, as allowable.

Example 4: A member performed 15 days of active duty and was in an inactive duty for training status 15 days in the same calendar month. The member performed 0.3 hour of flying duty while on active duty and 0.4 hours while on inactive duty. The member has 0.1 hour of active duty flying time (because of a period of active duty that began near the middle of the previous month and was continuous into the present month) and 0.2 hours of inactive duty flying time banked. The active duty flying time is insufficient for the active duty requirement of 2.0 hours and the inactive flying time is insufficient for the inactive duty requirement of 1.0 hour.

First, apply the 0.4 hour of the inactive duty flying time to the active duty requirement. Combined, the active duty and inactive duty flying time is short of the requirement by 1.3 hours. In this case, there is 0.1 of banked active duty hours, but that also is insufficient and the active duty requirement remains unfulfilled.

Next, apply the 0.3 hour of the active duty flying time to the inactive duty requirement. Again, the coverage is not sufficient, being 0.3 hours short of the inactive duty requirement. In this case, there is 0.2 hour of banked inactive duty hours, but that also is insufficient and the inactive duty requirement remains unfulfilled.

Finally, since neither the active nor the inactive requirements could be fulfilled, the unused time will be banked as allowed. The unused 0.3 hour of active flying time may be banked as active duty time if the criterion of the note in subparagraph 580302.A.1 is met and the unused 0.4 hour of inactive flying time will be banked as inactive duty time.

2. Active Duty of Less Than One Calendar Month Covering Parts of Two Calendar Months. When active duty of less than 1 month covers parts of 2 consecutive calendar months, flights performed on inactive duty training may be combined to satisfy

requirements for the whole period of active duty if the inactive duty flight requirements for both months have been met.

Example 1: A member performed 3.4 hours of flying while on an inactive duty training status from April 1-23. The member did not fly during active duty for the training period of April 24 to May 7, or while in an inactive duty training status May 8-31. A total of 1.1 excess flying hours was accumulated before April 1. Flying time of 3.4 hours is first applied to the inactive duty training flight requirements for April (1.6 hours) and then to active duty flight requirements for April (1.0 hour). The 0.8 excess flying hours during April added to the 1.1 excess flying hours accumulated before April results in 1.9 excess flying hours available to apply against May flight requirements. Flight time in May totals 2.6 hours (24 days of inactive duty requires 1.6 hours; 7 days of active duty requires 1.0 hour; see Chapter 22, Table 22-3. Accumulated excess hours first are applied to the inactive duty training flight requirements. Do not credit pay for the period of 1-7 May since only 0.3 unused hour available is less than the 1.0 hour requirement.

Example 2: A member performed the following flights while on active and inactive duty training during parts of 2 calendar months. No excess flying hours were available on March 1.

<u>Periods</u>	<u>Time Flown</u>	<u>Flight Requirements</u>
(Inactive) March 1	1.8 hours	1 hour
(Active) March 16-31	1.2 hours	2.2 hours
(Active) April 1-9	1.0 hour	1.2 hours
(Inactive) April 10-30	1.6 hours	1.4 hours

NOTE: The continuous period of active duty training (March 16 to April 9) is a unit period of 25 days, which requires 3.4 hours flying time. For that reason, the 31st day of March imposes required flying time. Since this member is unable to meet the flight requirements for the active duty flight period, which covers, parts of 2 calendar months, it is necessary to determine if the member can meet the requirements for a single month. Entitlement for the month of March requires a composite of only 3 hours of flying time, and the month of April requires 2.6 hours. Thus, a member qualifies for flying pay for each inactive duty period and for the active duty training periods.

**C. AFTP.** A member, who performs an AFTP in a pay status, if otherwise qualified, is entitled to incentive pay for flying if he or she meets the flight for the month in which the AFTP is performed. Flying time accumulated during an AFTP may be used to satisfy requirements for inactive duty training and the provisions of subparagraphs 580302.C.1 and C.2 may also be used for requirements for periods of active duty or active duty for training.

D. Operational Flying. Flying duty required by competent orders and performed by members of a Reserve Component, irrespective of unit of assignment, is considered to be operational flying.

580303. ACIP

An officer of a Reserve Component who performs inactive duty training in a pay status is entitled to continuous ACIP so long as the requirements are met for an aviation service career (not on extended active duty) as defined in the Definitions and the provisions of Chapter 22, section 2202.

580304. Submarine Duty Pay

A member of a Reserve Component who participates in scheduled drills aboard a submarine during underway operations, while under competent orders and in a pay status, is entitled to incentive pay for submarine duty.

580305. HDIP for Parachute Duty

A member of a Reserve Component who performs inactive duty training in a pay status is entitled to incentive pay for parachute duty under the provisions of Chapter 24, section 2402.

A. Parachute jumps performed during periods of inactive duty training or active duty for training qualifies a member for incentive pay for either duty.

B. Parachute jumps performed while on extended active duty do not qualify a member for incentive pay for inactive duty training (see Chapter 57, paragraph 570201).

580306. HDIP for Flight Deck Duty, Demolition Duty, and Experimental Stress Duty

A member of a Reserve Component who performs inactive duty training in a pay status is entitled to incentive pay under provisions of Chapter 24.

580307. Air Force Remotely Piloted Aircraft Aviation Incentive Pay and Career Enlisted Aviation Incentive Pay

A member of the Air Force Reserve Component who performs inactive duty training in a pay status is entitled to incentive pay under provisions of Chapter 22.

5804 SPECIAL PAY

580401. Entitlement

Members of the Reserve Components are not entitled to special pay for periods of inactive duty except as noted in the following paragraphs.

**580402. Foreign Language Proficiency Bonus (FLPB)**

The Secretary of the Military Department concerned may pay a member of a Reserve Component FLPB who is proficient in at least two of the three language modalities of reading, listening and speaking with respect to foreign languages identified on the Strategic Language List. A member of a Reserve Component who meets the requirements of Chapter 19, section 1902; and any additional requirements of the Military Service concerned, (see each applicable Service FLPB Instruction) is entitled to FLPB for each regular period of instruction or period of appropriate duty at which the member is engaged for at least 2 hours. This includes instruction received or duty performed on a Sunday or holiday and each period of performance of such equivalent training, instruction duty, or appropriate duties as the Secretary concerned may prescribe. The total of FLPB for reservists must equal the annual FLPB paid to an active duty member with the same certified language proficiency.

**580403. Diving Duty Pay**

The Secretary of the Military Department concerned may pay a member of a Reserve Component who is entitled to basic pay a special pay in the amounts set forth in Chapter 11, [Tables 11-2 through 11-9](#) for which the member:

- A. Is assigned by orders to the duty of diving;
- B. Is required to maintain proficiency as a diver by frequent and regular dives; and
- C. Is either:
  - 1. Actually performing diving duty while serving in an assignment for which diving is a primary duty; or
  - 2. Meeting the requirements to maintain proficiency as described in [Chapter 11](#), subparagraph [110201.B](#) while serving in an assignment that includes diving duty other than as a primary duty.

NOTE: A member of a Reserve Component who meets the requirements of Chapter 11 and any additional requirements of the Military Service concerned is entitled to diving duty pay for each regular period of instruction or period of appropriate duty at which the member is engaged for at least 2 hours. This includes instruction received or duty performed on a Sunday or holiday and each period of performance of such equivalent training, instruction duty, or appropriate duties as the Secretary concerned may prescribe. The compensation for each such period will be equal to one-thirtieth of the monthly special pay authorized under Chapter 11, section [1104](#).

**580404. Special Duty Assignment Pay (SDAP)**

- A. An enlisted Reserve Component member entitled to basic pay may qualify for SDAP when a member performs duties designated by the Secretary concerned as extremely

difficult or involving an unusual degree of responsibility. A member entitled to SDAP may receive such pay in addition to any other pay or allowances to which entitled. SDAP status is awarded according to the applicable regulations of the Military Service concerned.

B. An enlisted member of a Reserve Component who meets the requirements of Chapter 8 and any additional requirements of the Military Service concerned is entitled to SDAP for each regular period of instruction or period of appropriate duty at which the member is engaged for at least 2 hours. This includes instruction received or duty performed on a Sunday or holiday and each period of performance of such equivalent training, instruction duty, or appropriate duties as the Secretary concerned may prescribe. The compensation for each such period will be equal to one-thirtieth of the monthly special pay authorized under Chapter 8, paragraph 080301.

580405. Officer Responsibility Pay

The Secretary concerned may designate positions of unusual responsibility that are of a critical nature to an Armed Force under his or her jurisdiction and authorize special pay to officers performing the duties of such a position. An officer of a Reserve Component who meets the requirements of Chapter 3, section 0303, and any additional requirements of the Military Service concerned is entitled to responsibility pay for each day of the performance of duties in a designated position. This applies to days on which regular periods of instruction or periods of appropriate duty are performed, including periods of instruction received or duty performed on a Sunday or holiday and duties as the Secretary concerned may prescribe. The compensation for each such day will be equal to one-thirtieth of the monthly special pay authorized under Chapter 3, paragraph 030302.

NOTE: This is a departure from the usual compensation practice of paying one-thirtieth of a special pay for each inactive duty drill period.

580406. Hostile Fire Pay (HFP) or Imminent Danger Pay (IDP)

A member of a Reserve Component is entitled to HFP or IDP for any month when the member, while entitled to basic pay for active duty or compensation for inactive duty, also meets the requirements of Chapter 10. This includes instruction received or duty performed on a Sunday or holiday and duties as the Secretary concerned may prescribe. A member is not authorized to receive concurrent payments for hostile fire and imminent danger duty.

A. Hostile Fire Pay. HFP is paid at the rate of \$225 per month when, as certified by the appropriate commander, a member is:

1. Subjected to hostile fire or explosion of a hostile mine; or
2. On duty in an area in close proximity to a hostile fire incident and the member is in danger of being exposed to the same dangers actually experienced by other service members subjected to hostile fire or explosion of hostile mines; or



3. Killed, injured, or wounded by hostile fire, explosion of a hostile mine, or any other hostile action.

B. Imminent Danger Pay. IDP is paid on a daily pro-rated basis not to exceed \$225 per month when a member is on official duty in a designated IDP area (Chapter 10, Figure 10-1).

C. Payment. Effective December 31, 2011, IDP is payable on a prorated daily basis not to exceed the monthly rate of \$225. It is payable in addition to all other pays or allowances, except when receiving HFP as stated in Chapter 10, paragraph 100201. The proration does not apply to the 31st of a month for Active and Reserve component members who are on active duty for 30 days or more. HFP will not be prorated. Members will receive the maximum monthly rate of special pay for a month in which the hostile fire or hostile fire mine explosion event occurred. Payment will be made for the full month if a member is exposed to hostile fire or a hostile mine explosion on the 31st day of a month and the member had not already received credit for the full monthly allowance. The following examples for payment on the 31st are provided:

Example 1: A member on active duty for more than 30 days in an IDP area for the period March 31 through April 29 will receive IDP only for the period April 1 – 29.

Example 2: A member on active duty for more than 30 days in an IDP area for the period March 31 through April 29, and is exposed to hostile fire or a hostile mine explosion on March 31, will be entitled to HFP for the entire month of March and IDP for the period April 1–29.

Example 3: A member on active duty for less than 30 days in an IDP area for the period March 29 through April 20 will be entitled to IDP for the period March 29 through 31st and April 1 through 20th for a total of 23 days.

Example 4: A member on active duty for less than 30 days in an IDP area for the period March 29 through April 20, and is exposed to hostile fire or a hostile mine explosion on March 31, will be entitled to the full monthly amount of HFP of \$225 for the month of March, and daily IDP for the period April 1 to 20.

#### 580407. Assignment Incentive Pay

The Secretary concerned may pay incentive pay to a member of a uniformed service who performs service, while entitled to basic pay, in an assignment designated by the Secretary concerned under the provisions of Chapter 15.



## 5805 ALLOWANCES

## 580501. Clothing Monetary Allowances, Enlisted Members

Except as provided for in subparagraphs 580501.A through C, an enlisted member of a Reserve Component is not entitled to any cash clothing allowances when on inactive duty training.

A. Special Initial Clothing Monetary Allowance (Navy). Effective October 1, 2009, Chief Petty Officers of the Naval Reserve who are assigned to Selected Reserve and Voluntary Training Units are entitled to a special initial clothing monetary allowance upon first advancement to Chief. See Chapter 29, paragraph 290304.

B. Quarterly Maintenance Clothing Allowance (Navy). Effective October 1, 2009, Chief Petty Officers of the Naval Reserve who are assigned to Selected Reserve and Voluntary Training Units and who maintain satisfactory reserve participation per current Bureau of Naval Personnel policy in the quarter concerned, are entitled to a quarterly Reserve Maintenance Clothing Allowance (RMA) in the amount of \$30.60 per quarter. A Chief Petty Officer who is advanced to that grade or who becomes a member of a pay unit in a pay or non-pay status on other than the first day of a quarter is not entitled to a quarterly allowance until the first day of the next quarter. The allowance will not be paid for a fractional part of a quarter. New Chiefs are not entitled to the RMA until the first day of the following fiscal year after advancement.

C. Initial Cash Allowance for Enlisted Members. An enlisted member of a Reserve Component is entitled to an initial cash allowance for the purchase of items specifically designated by the Military Department concerned to be purchased by the member rather than to be furnished in kind. See Chapter 29, paragraph 290201.

## 580502. Officers' Initial Uniform Allowance

An officer of a Reserve Component is entitled to an initial uniform allowance upon completing 14 periods of inactive duty training as an officer in the Ready Reserve, provided each period is of at least 2 hours duration. See Chapter 30, section 3002.

## 580503. Basic Allowance for Subsistence (BAS)

Enlisted members of a Reserve Component may receive subsistence in kind or a cash commutation for meals when not entitled to basic pay if the member's period of instruction or duty totals at least 8 hours in 1 day. This entitlement is at the discretion of the Secretary concerned who will issue written instructions specifying eligibility criteria. When a cash commutation is authorized, it will be paid at one-thirtieth of the applicable monthly BAS rate from Chapter 25 for each such day authorized, further pro-rated by meal. Breakfast will be pro-rated at 20 percent of the daily BAS rate; lunch and dinner will each be prorated at 40 percent of the daily BAS rate.

## 5806 MISCELLANEOUS PAYMENTS

## 580601. Pay and Allowances While Disabled

See Chapter 57, paragraph 570607 for entitlements when a member of a Reserve Component is disabled while performing inactive duty training.

## 580602. Payment on Behalf of Deceased Members

A. Death Gratuity. The eligible beneficiaries of a member of a Reserve Component are entitled to payment of death gratuity, regardless of whether death occurred in the line of duty or was the result of the member's misconduct, if the member dies:

1. While on inactive duty training;
2. While traveling directly to or from inactive duty training; or
3. Within 120 days after discharge or release from inactive duty training, if the Department of Veterans Affairs determines that the death resulted from an injury or disease incurred or aggravated while performing, or traveling directly to or from such training.

B. Eligible Beneficiaries. The provisions of Chapter 36, Table 36-1 apply to members of the Reserve Components.

C. Determining Eligible Beneficiaries. The provisions of Chapter 36, paragraph 360104 apply to members of the Reserve Components.

D. Determination Affecting Entitlement. The provisions of Chapter 36, paragraph 360105 apply to members of the Reserve Components.

E. Amounts Payable. The provisions of Chapter 36, paragraph 360106 apply to members of the Reserve Components.

F. Expediting Payments. The provisions of Chapter 36, paragraph 360107 apply to members of the Reserve Components.

G. Erroneous Payment. The provisions of Chapter 36, paragraph 360109 apply to members of the Reserve Components.

H. Settling Deceased Member's Accounts. The provisions of Chapter 36, section 3602 and Chapter 2 apply to members of the Reserve Components.

## 580603. Disability Severance Pay

A. A member who performs inactive duty training, and is separated for physical disability due to injury, which was the proximate result of the performance of such duty, is entitled to severance pay, if otherwise qualified under appropriate personnel regulations.

B. Computation of severance pay will be as prescribed in Chapter 35.

## 580604. Reservists' Special Separation Pay (RSSP)

A. Eligibility. The Secretary concerned may pay RSSP to a reservist who has served more than 20 years of service but who has not reached his/her 60th birthday and meets the following conditions:

1. The member has applied for such pay and requests transfer to the Retired Reserve; or

2. The member will have completed at least 20 years of service, and be qualified to receive non-regular retired pay (except for having reached the age of 60), not later than December 31, 2001.

B. Limitations

1. Members who are authorized to receive early (completed at least 15 but less than 20 years of service) non-regular retired pay at age 60, are not authorized to receive RSSP, or

2. Members are not eligible to receive RSSP if they are entitled to immediate payment of retired or retainer pay based solely on military service.

C. Computation of Annual Payment

1. Using an official statement of service, determine the member's total years of creditable service as of the date of transfer to the Retired Reserve. (Do not pay RSSP if the member has less than 20 years of service.) Round total years down to the nearest whole year.

2. Using the total years as determined in 580604.C.1, determine the multiplier from the following table:

<u>Years of Service</u>	<u>Multiplier</u>
20	5.0%
21	5.5%
22	6.0%
23	6.5%
24	7.0%
25	7.5%
26	8.0%
27	8.5%
28	9.0%
29	9.5%
30 or more	10.0%

Example 1: A member who was born June 5, 1960, and who has 23 years, 10 months of creditable service, and who has 28 years total service for pay purposes (includes service not creditable), transfers to the Retired Reserve on June 19, 2016, in the grade E-8, and the Secretary concerned approves payment of RSSP. Years of creditable service for RSSP purposes is 23 years (the 10 months are rounded down), with a multiplier of 6.5 percent basic pay for an E-8 with 28 years for pay purposes is \$2808.60. The member's RSSP is \$2190.71 (\$2808.60 X 12 X .065). Pay an initial installment of \$2190.71 on June 19, 2016, with additional installments on June 19, 2017, June 19, 2018, and June 19, 2019. Since the member's 60th birthday will occur before the next installment date of June 19, 2020, no further payment will be made.

Example 2: On June 30, 2016, a member (who was born on December 5, 1957) transfers to the Retired Reserve with entitlement to two years of RSSP at the rate of \$6,000 per year, as determined by the Secretary concerned. The initial payment is in the full amount. The second installment, however, is due on June 30, 2017, which is after the member's 59th birthday but before his 60th birthday. Prorate for each full month between the due date and the member's 60th birthday. In this case, the second installment is 5/12ths of \$6,000, or \$2,500.

3. Compute annual RSSP installment by multiplying 12 times the monthly basic pay to which the member would be entitled if the member were serving on active duty on the date the member transfers to the Retired Reserve times the multiplier.

4. Pay the member a maximum of five installments, or the number of installments as determined by the Secretary concerned. Pay the first installment on the member's date of transfer to the Retired Reserve. Any additional installments are due on successive anniversary dates. Do not make any payments after a member reaches age 60. For transfers, that occur after October 5, 2013, prorate any installments, including the initial payment, which is due the member after the member's 59th birthday but before the member's 60th birthday. Prorate for each full month between the due date and the member's 60<sup>th</sup> birthday. See Example 2.

5. Collect FITW and SITW at the appropriate one-time rate from the initial payment. Withhold taxes from any other RSSP installment payments at the rate appropriate for salaries paid on an annual basis, currently set forth for federal withholding purposes in the [IRS Publication 15](#). Give appropriate consideration to any withholding exemptions claimed by the member on an IRS Form W-4 when withholding tax payments.

6. Receipt of these annual payments does not decrease or otherwise affect the retired pay to which the member is entitled at age 60.

7. In the event of the member's death, do not make any remaining annual payments.

580605. Reservists' Involuntary Separation Pay (RISP)

A. Payment. Upon approval by the Secretary concerned, and subject to the restrictions in this paragraph, pay RISP to a member of the Selected Reserve who has at least 6 years but less than 15 years of service as of the date of discharge from a Reserve Component or involuntary transfer from the Selected Reserve.

B. Computation

1. Using an official statement of service, determine years of service, computing to three decimal places and rounding to two decimal places. Do not include in the service any days or points for which the member previously received separation, severance, or readjustment pay.

2. Multiply the number of years of service times 15 percent times 62 times the member's daily rate of basic pay if serving on active duty as of the date of separation or transfer from the Selected Reserve. The product is the RISP.

Example: A member who is an E-5 over 8 years total service for pay purposes (daily rate of pay \$47.55) and a total of 1,760 retirement points credit is approved for discharge on August 27, 2015, by the Secretary concerned. Compute RISP as follows: Divide total Retirement Points Credit 1,760 by 360 = 4.89 years (computing to 3 decimal places rounding to 2 decimal places) x 15 percent x 62 x \$47.55 (daily rate of pay) = \$2,162.43 RISP.

3. Withhold federal and state income taxes. RISP payments are not subject to FICA or Medicare taxes.

4. A recipient of RISP who later receives basic pay, inactive duty training compensation, or retired or retainer pay, will have such pay, compensation, or retired pay reduced by 75 percent until the total reductions equal the total RISP received.

5. A member who has received RISP, who later receives disability compensation from the Department of Veterans Affairs, will have deducted from such disability compensation the total amount of RISP. However, there will be no such reduction if the

disability compensation is for a disability incurred or aggravated after the period for which the RISP was paid.

6. Members are not authorized to receive RISP when they are authorized to receive early (completed at least 15 but less than 20 years of service) non-regular retired pay at age 60.

#### 5807 DEDUCTIONS AND COLLECTIONS

##### 580701. Income Tax Withholding

See Chapter [44](#), paragraph [440101](#) for provisions for members of the Reserve Components who are performing inactive duty training.

##### 580702. FICA

See Chapter 45.

##### 580703. Courts-Martial Sentences

The provisions of Chapter 48 apply to members of the Reserve Components who are performing inactive duty training.

##### 580704. Non-judicial Punishment

A. The provisions of Chapter 49, except paragraph 490302, apply to members of the Reserve Components who are performing inactive duty training.

B. The maximum forfeiture to which a member of a Reserve Component is subject, while in an inactive duty status, is limited to one-half of the inactive duty training compensation to which entitled during the period of the sentence. This applies also to a member who is on active duty for training when the nonjudicial punishment is imposed, and reverts to an inactive duty status during the period of the sentence.

##### 580705. Stoppages and Collections Other Than Courts-Martial Forfeitures

The provisions of [Volume 16](#) apply to members of the Reserve Component who are performing inactive duty training. Remission of indebtedness is not applicable to members in an inactive duty status.

##### 580706. Waiver of Claims for Erroneous Payment of Pay and Allowances

See [Volume 16](#), Chapter 4, section [0404](#).

580707. Legal Process for the Enforcement of Child Support and Alimony Obligations

See Chapter 41, section 4103.

#### 5808 **SGLI** PROGRAM FOR RESERVE COMPONENT

580801. Basic Coverage

SGLI automatically insures eligible members against death for \$400,000, unless the member elects a reduced coverage or declines coverage. SGLI is payable upon the member's death while insured.

580802. Periods of Coverage

See Chapter 47, Table 47-1.

580803. Changes in Coverage

See Chapter 47, Table 47-1. A member who is covered for an amount less than the maximum coverage may later apply for increased coverage in writing, up to \$250,000 with proof of good health.

580804. Full-Time Coverage

Members of the Reserve Component are eligible for full-time SGLI coverage while assigned to a unit or position in which they are required to perform active duty or active duty for training, and each year will be required to perform at least 12 periods of inactive duty training that is creditable for retirement purposes. Services' SGLI procedures must provide for timely determination of the effective start dates for eligible members and stop dates whenever a member does not meet the eligibility criteria. When a member ceases to meet the conditions of eligibility for full-time SGLI coverage, the Service must notify the member of the pending termination of benefits. Also, see Chapter 47, paragraph 470201.

A. Member in a Pay Status. SGLI premiums will be collected from the member's active duty pay or drill pay whenever possible. This should apply to members who drill regularly, even if they are not scheduled to drill every month. Even though a member may not drill on a particular month and may not receive any pay, premium due is still included in the monthly transfer of funds to the Department of Veterans Affairs and must be collected from the member as quickly as possible. This can be done by deduction either from pay or direct payment from the member. The Defense Finance and Accounting Service (DFAS) will establish a debt on the member's pay account and collect the total premium due when pay is due. When a member ceases to meet the conditions of eligibility for SGLI coverage, the member's parent Service must inform DFAS in a timely manner to allow any final premium liability to be deducted from final pay and to preclude further overpayments.

B. Direct Remitters. Each Service must have clearly established programs to identify members who are required to make a direct remittance of premiums. Services must notify members at least 30 days in advance of the date the direct remittance is due. The notice will include the amount of the payment, the date it is due, and the Service's address to which the payment should be sent. The member must make remittance within 30 days from the date of the notice.

1. Failure to Make Remittance Within 60 Days. When a member fails to make the direct remittance within 60 days from the due date, the Secretary concerned must notify the member of termination of SGLI coverage unless the member justifies the delinquency to the satisfaction of the Secretary concerned.

2. Termination of SGLI Coverage. When the Secretary concerned determines that the member failed to make direct remittance within 60 days of the due date, the Secretary concerned will send a "Notice of SGLI Termination" to the member's official address. The notice must clearly state that effective 60 days from the date of such notice the member's SGLI will be terminated. If a member fails to justify the delinquency within 60 days, then the Secretary concerned will send the "Final Notice of SGLI Termination" by certified mail to the member's official address. The Secretary concerned must notify DFAS of the member's effective date of termination. Once SGLI coverage is terminated, it will remain terminated with reinstatement only as approved by the Secretary of Veterans Affairs.

3. Continuation of Coverage. SGLI coverage may be continued if, and only if, the member remits all required premiums within 60 days from the "Notice of SGLI Termination" and justifies the reason for the late payment (subject to approval by the Secretary concerned). A copy of all requests for continuation of SGLI coverage and the Service's final determination will be forwarded within 30 days to:

Director of Compensation  
Attn: Termination of SGLI Coverage  
ODASD(FMP)(MPP)(Comp)  
Washington, DC 20301-4000

580805. Part-Time Coverage

Part-time coverage is available to certain eligible members of the Reserve Component who do not qualify for full-time coverage while performing active duty or active duty for training under calls or orders of specified periods of 30 days or less. Members may elect coverage of \$400,000 or less in \$50,000 increments, or decline coverage. See Chapter 47, section 4705 for premium rates.

A. Election Changes. Amounts deducted for coverage before the effective date of a waiver of coverage or before an election of a lesser amount of coverage are not refunded. Should a member elect increased coverage during a year in which a duty period has already been performed, collect the difference (between the higher annual premium and the premium previously collected) during the first period of duty in which the member is in a pay



status that same year, if applicable. A proof of good health is required for any increase of coverage. A member may [use](#) the electronic [Form SGLV 8286](#) to make election changes.

**B.** Continuation of Coverage. Any election made continues in effect during continuous obligation to perform duty in the same Uniformed Service, including any active duty for a period of more than 30 days. For mobilization, see Chapter 47, Table 47-1, rule 8.

580806. Appellate Leave

See Chapter 47, section 4704.

580807. Forfeiture of Coverage

See Chapter 47, paragraph 470203.

580808. Refunds

See Chapter 47, section 4706.

580809. Settlement of SGLI Claims

See Chapter 47, section 4708.

580810. Retired Reserve

Reservist with full-time coverage will, upon retirement, have the option of converting their SGLI coverage to Veterans Group Life Insurance (VGLI). On the day that a member is assigned to (or who upon application would be eligible for assignment to) the Retired Reserve, such member's SGLI coverage will remain in effect for 120 days after separation or retirement. Within this 120-day period, the member may apply for conversion to VGLI, and medical proof of insurability is not required.

580711. Family Coverage Under SGLI

See Chapter 47, section 4709.

**\*Table 58-1. Muster Duty Allowance**

<b>MUSTER DUTY ALLOWANCE</b>	
<b>Effective</b>	<b>Amount</b>
January 1, 2009	\$197.86
January 1, 2010	\$205.00
January 1, 2011	\$215.63
January 1, 2012	\$207.28
January 1, 2013	\$209.71
January 1, 2014	\$210.90
January 1, 2015	\$216.25
<a href="#">January 1, 2016</a>	<a href="#">\$211.25</a>

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