UNDER SECRETARY OF DEFENSE
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WASHINGTON, DC 20301-4000

APR 18 2007

PERSONNEL AND READINESS

MEMORANDUM FOR SECRETARY OF THE ARMY
SECRETARY OF THE NAVY
SECRETARY OF THE AIR FORCE

SUBJECT: Programs to Support Utilization of the Total Force

Reference: Secretary of Defense Memorandum, *Utilization of the Total Force*, dated January 19, 2007 (Tab A of attachment)

The Secretary of Defense has directed in the referenced memorandum that a program be established to recognize members who are required to mobilize or deploy with a frequency beyond established rotation policy goals.

Effective immediately, in response to that direction, this Directive-type memorandum establishes a new category of administrative absence entitled "Post-Deployment/Mobilization Respite Absence". This category of administrative absence shall apply to deployments and mobilizations underway on, or commencing after, January 19, 2007. It shall be used by the Military Departments in their programs to support Service members who deploy beyond established rotation frequency thresholds. This policy will be incorporated into the next scheduled revision of DODI 1327.6, "Leave and Liberty Procedures." It is authorized pursuant to delegation of authority from the Secretary of Defense to the Under Secretary of Defense (Personnel and Readiness).

The attached policy provides the baseline programs to support utilization of the total force. Please provide a copy of your implementing instructions for the new "Post-Deployment/ Mobilization Respite Absence" programs as soon as possible, but no later than April 30, 2007. In the event you would like to develop supplementary program(s) above that baseline, forward such program(s) for USD(P&R) review prior to announcement.

David S. C. Chu

Attachment:
As stated

cc:
Assistant Secretary of Defense (Reserve Affairs)
Assistant Secretaries (Manpower and Reserve Affairs) of the Military Departments
Director, Defense Finance and Accounting Service
Commandant (CG-1), U.S. Coast Guard
Director for Manpower and Personnel (J1), Joint Staff

## Baseline Programs to Support Utilization of the Total Force

The following are the baseline programs that support the Secretary of Defense's policy stated in the memorandum, *Utilization of the Total Force*, dated January 19, 2007 (Tab A). All programs shall be consistent with existing statutory requirements, which may be subject to annual congressional reauthorizations.

***(1) Deployment and Mobilization Intensity.*** Each Secretary concerned shall establish a program providing Administrative Absences, as defined in Table 1 and termed "Post-Deployment/ Mobilization Respite Absence", to recognize members under the Secretary's jurisdiction who are deployed or mobilized beyond the rotation frequency thresholds established in Secretary of Defense memorandum at Tab A, *Utilization of the Total Force*, dated January 19, 2007 (1:2 for the active components and 1:5 for the Reserves). The Secretary concerned may develop supplementary tables, including other non-monetary recognition programs, delivering comparable or greater benefits to those embodied in Table 1.

| Recognition Program * | | |
|---|---|---|
| **Deployment/ mobilization beyond following number of creditable months during most recent 36 months (Active) or 72 months (Reserve)...** | | |
| **12** | **18** | **24** |
| **... generates for each month or fraction thereof the following number of days for administrative absence...** | | |
| **1** | **2** | **4** |

**Table 1 (Baseline Program)**

* Provided for each month or fraction of a month a Reserve Component member is mobilized, or that an Active Component member is deployed in excess of the frequency shown (rolling window). Administrative absence accrues to a member only for period of deployment/mobilization).

Creditable deployments to be included in the tallied "creditable time" for members shall include deployments in Afghanistan, Iraq or with certain theater units (units that routinely conduct operations or support units that conduct operations in Iraq but are not based in Iraq); deployment time for this purpose includes the day of the member's arrival through departure of Boots-on-Ground (BoG). For Reserve Component members, mobilizations under sections 12301a, 12302, or 12304 of title 10, United States Code, must be included in the tallied "creditable time"; mobilization for this purpose includes the day the member is mobilized through the date the mobilization is terminated. The Secretary concerned may include other deployments or mobilizations in conjunction with an expanded program for the Service concerned. For members of the Active Components, computation of creditable time commences January 19, 2004, or the date that is 36 months prior to the member's deployment, whichever date is most recent. For members of the Reserve Components, computation of creditable time commences October 7, 2001, or the date that is 72 months prior to the member's mobilization, whichever date is most recent. For purposes of this program, the Secretary of the Military Department concerned shall establish policy on the crediting of time when court-martial or other adverse administrative actions have been initiated.

Reserve component members may be extended under their mobilization order, provided the period of mobilization does not exceed 24 consecutive months, so they will be able to take the days of administrative absence once they return home. Further, Reserve Component members who are

federal employees must be advised that they are not permitted to return to their federal civilian job during the days they are on administrative absence while in a military status.

***(2) Involuntary and Voluntary Extensions Beyond 12-months Boots-on-the Ground (BoG) in Afghanistan, Iraq or Certain Theater Units***. The compensation policy established by the following memoranda continues to apply. As clarification, a member held beyond 12 months BoG due to the initiation of court-martial charges or other adverse administrative action shall not be considered involuntarily extended BoG for purposes of compensation authorized in (a) of this paragraph.

(a) PDUSD(P&R) memorandum dated June 24, 2005, Incentive Options: Members Extended Involuntarily Beyond 12 Months Boots-on-the-Ground (BOG) in Iraq, Afghanistan, or Certain Theater Units (Extra Hardship Duty Pay (HDP) and Assignment Incentive Pay (AIP).

(b) PDUSD(P&R) memorandum dated December 26, 2006, *Incentive Options: Voluntary Extensions Beyond 12 Months Boots-on-the-Ground (BOG) in Iraq, Afghanistan or Certain Theater Units*.

***(3) Volunteerism to Serve in Designated Critical Assignments.*** The Secretaries concerned may designate assignments for AIP, consistent with section 307a of title 37, United States Code. AIP may be paid to members of the Active or Reserve components who volunteer for those assignments. Subject to the statutory limit, the Secretaries concerned may pay AIP in either lump sum or in installment payments. AIP for this purpose will be paid in addition to all other pay and allowances. In accordance with PDUSD(P&R) memorandum dated March 21, 2003, *Assignment Incentive Pay (AIP)*, the Secretaries concerned shall forward any proposed AIP policies, procedures and pay plans for approval prior to implementation.