

ENCLOSURE 4

PDMRA

1. GENERAL. PDMRA is a program to recognize Service members under the Secretary's jurisdiction who are deployed or mobilized beyond DoD rotation frequency thresholds established by Reference (q) by awarding them administrative absence days.

2. 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) Service members deployed in excess of 12 months during the most recent 36-month period qualify for PDMRA.

(2) RC Service 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 Service members includes the day of the member's arrival at the deployed location through departure of boots-on-ground.

(2) Creditable time for RC Service members includes mobilizations under sections 12301(a), 12302, or 12304 of Reference (e). Mobilization for this purpose includes the day the Service 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 Service members of the AC, computation of creditable time commences 36 months prior to the Service member's deployment and continues during the deployment.

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

(6) The Secretary concerned shall 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 Service member is deployed (AC) or mobilized (RC) beyond the frequency thresholds at paragraph 2 of this enclosure. The number of PDMRA days awarded to AC and RC Service 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 paragraph 2 of this enclosure.

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

(a) Under current law, Service members of the RC 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 Service members may elect to receive assignment incentive pay (AIP) (section 307a of Reference (i)) in lieu of being awarded administrative absence days.

(b) AIP is valued at \$200 for each day of administrative absence that otherwise would have been authorized, not to exceed \$3,000 monthly as prescribed under section 307a of Reference (i).

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

### 3. 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 Service 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 Service members who, on the first day of their current qualifying mobilization, had been mobilized pursuant to sections 12301(a), 12302, or 12304 of Reference (d) 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 12301(d) of Reference (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 2.a. and 2.b of this enclosure.

b. PDMRA Accrual Rates

(1) Two Administrative Days Per Month

(a) AC Service members accrue 2 administrative absence days per month when the deployment threshold established in paragraph 3.a of this enclosure is exceeded and the AC Service member is:

1. Deployed to Iraq or Afghanistan; or
2. Deployed to a CZTE area when the CZTE area has been designated as a 2-day per month PDMRA accrual location by the Secretary concerned.

(b) RC Service members accrue 2 administrative absence days per month when the mobilization threshold established in paragraph 3.a of this enclosure is exceeded and the RC Service member is serving:

1. In Iraq or Afghanistan pursuant to sections 12301(a), 12302, or 12304 of Reference (d);
2. In Iraq or Afghanistan pursuant to section 12301(d) of Reference (d) when designated by the Secretary concerned; or
3. In a CZTE area under the authority of sections 12301(a), 12301(d), 12302, or 12304 of Reference (d) when the CZTE area has been designated as a 2-day per month PDMRA accrual location by the Secretary concerned.

(2) One Administrative Day Per Month

(a) AC Service members accrue 1 administrative absence day per month when the deployment threshold established in paragraph 3.a of this enclosure 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.

(b) RC Service members accrue 1 administrative absence day per month when the mobilization threshold established in paragraph 3.a of this enclosure is exceeded and the RC Service member is serving:

1. Outside of the United States pursuant to sections 12301(a), 12302, or 12304 of Reference (d);

2. Outside of the United States pursuant to section 12301(d) of Reference (d) when designated by the Secretary concerned; or

3. In a CZTE area pursuant to section 12301(d) of Reference (d) when the CZTE area has been designated as a 1-day per month PDMRA accrual location by the Secretary concerned.

c. PDMRA Day Accrual. Service members, at a minimum, must meet PDMRA eligibility criteria contained in sections 2 and 3 of this enclosure for 30 consecutive days in order to begin accruing PDMRA days. Upon meeting the minimum 30 consecutive day requirement:

(1) PDMRA accrual for AC Service members includes the day that the member arrives at the deployed location through the day that the member redeploys.

(2) PDMRA accrual rates for RC Service members:

(a) Include the day that the member is ordered to duty pursuant to sections 12301(a), 12302, or 12304 of Reference (d) through the date that the member's service is terminated under that same authority.

(b) When designated as qualifying for PDMRA by the Secretary concerned pursuant to subparagraphs 3.b.(1)(b)2, 3.b.(1)(b)3, 3.b.(2)(b)1, or 3.b.(2)(b)2 of this enclosure, include the day that the member enters service pursuant to section 12301(d) of Reference (d) through the date that the member's service is terminated under that same authority.

d. 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.

e. Election of Payment for PDMRA Days for Select RC Service Members. Under current law, RC Service 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 Service members a special PDRMA payment which permits such members to elect to receive Assignment Incentive Pay (AIP) pursuant to section 307a of Reference (e), 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 section 307 of Reference (e). 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.

f. Crediting PDMRA Time. The Secretary concerned shall establish policy on crediting PDMRA time when court-martial or other adverse administrative actions have been initiated.

g. RC Use of Administrative Absence Days. RC Service members must be serving pursuant to sections 12301(a), 12301(d), 12302, or 12304 of Reference (d) in order to utilize the administrative absence days accrued under the PDMRA Program.