OFFICE OF THE UNDER SECRETARY OF DEFENSE
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PERSONNEL AND
READINESS

APR 12 2004

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (M&RA)
ASSISTANT SECRETARY OF THE NAVY (M&RA)
ASSISTANT SECRETARY OF THE AIR FORCE (MR)

SUBJECT: Incentive Options: Member Serving in Units in Iraq Extended Involuntarily Beyond 12 Months (Extra Hardship Duty Pay (HDP) and Assignment Incentive Pay (AIP))

To ensure we maintain the appropriate level of security and troop strength during the rotation of units in Iraq and/or Afghanistan, it may be necessary to extend several units which are scheduled to depart within the next several months. Military members, who are in a unit currently deployed in Iraq that the Combatant Commander has determined will be required to remain in Iraq beyond the unit's normal 12-month rotation return date, will be offered the incentive package prescribed herein for any month or portion thereof the members are extended in Iraq.

To qualify for these incentives, an individual member currently serving in a specified unit in Iraq must have been deployed to Iraq (to include staging time in Kuwait) and/or Afghanistan for a combined deployed time of 12 consecutive months, or 12 months within a 15-month period (365 days out of 450 days).

A member who qualifies for this incentive package will be paid a flat $200 in extra HDP for any month or any portion of a month served in Iraq beyond the date the member's unit was due to rotate out of Iraq, as long as the member's total monthly rate for HDP does not exceed $300. Additionally, the member will be offered: a flat $800 per month in AIP to be paid for any month in which the member performs service in Iraq beyond the member's scheduled 12-month rotation date.

Members must sign an agreement that contains the following statement: "I acknowledge that my extension beyond 12 months is involuntary, and therefore, I agree to accept Assignment Incentive Pay (AIP) of $800 for any month or any portion thereof that I am extended in Iraq beyond my scheduled rotation date of _____." The rotation date is to be filled in by the unit personnel official using the computed 12-month date in accordance with paragraph (2) of this memorandum. No AIP agreements may be entered into after December 31, 2005.

By this memorandum, duty served in Iraq beyond 12 months is designated as hardship duty for hardship duty pay purposes under 37 USC §305, and for Assignment Incentive Pay under 37 USC §307a, as outlined above. This rescinds my January 20, 2004, memorandum, same subject.

Charles S. Abell
Principal Deputy

cc:
Assistant Secretary of Defense (Reserve Affairs)
Director, Joint Staff
Director, Defense Finance and Accounting Service
Commandant (G-WP), U.S. Coast Guard

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