E-Mail ALSPO K/07

Subj: FY2008 SPECIAL DUTY ASSIGNMENT PAY CODES

Ref: (a) COMDT COGARD WASHINGTON DC 072008Z AUG 07/ALCOAST 382/07
(b) E-Mail ALSPO H/06; FY2007 Special Duty Assignment Pay Codes
(c) Direct-Access, Special Duty Assignment Pay Procedural Guide

Introduction   This E-mail ALSPO publishes codes and procedures for FY2008 Special Duty Assignment Pay (SDAP).

SDAP level changes   Per reference (a), the following SDAP level changes are effective 1 October 2007. PSC will effect the level changes in JUMPS for personnel who are entitled to SDAP in these billets. The level changes will be reflected in the members' mid-month October 2007 pay (15 October 2007).

Billet	DA CD	FY07 RATE	FY08 RATE
CMC (MCPOCG Reserve Force)	CMCRES[1]	SD4	SD5
CMC (HQ/Area)	CMCFO[2]	SD3	SD4
CMC (TRACEN Cape May)	CMCTR3	SD1	SD2
CMC (TRACEN Yorktown/Petaluma)	CMCTR2	SD1	SD2
CMC (CG Academy)	CMCCGA	SD1	SD2
RECRUITER (Production)	RECPRO	SD3	SD2
RECRUITER (Supervisor)	RECSUP	SD3	SD2
RECRUITER (Reservation Staff)	RECSTF	SD2	SD1

Note: [1] In reference (b), this code was used for CMC (MCPOCGRF) and CMC (AREA). The FY08 SDAP level for CMC (AREA) is not changing. However the DA code used on entitlements transactions will change to "CMCFO".

[2] In reference (b), this code was used for CMC (HQ/DISTRICT/MLCs/ JCMC). With the exception of CMC (HQ) the FY08 SDAP level for members in this category is not changing. However, the DA code used on entitlements will change to "CMCIAO".

No SPO action is required to effect the code/level changes. SPOs should be aware of the DA code changes when starting SDAP for newly entitled members in FY08.

E-Mail ALSPO K/07

Subj: FY2008 SPECIAL DUTY ASSIGNMENT PAY CODES

SDAP terminations

PSC will automatically stop SDAP for members assigned to the billets listed below. SPOs do not need to submit a stop SDAP transaction unless a member's entitlement terminates prior to 30 September 2007.

Billet	DA CD
Boat Forces STAN Team (NMLB/Yorktown mbr)	BFMBR
Boat Forces STAN Team (NMLB/Yorktown Leader)	BFLDR
District 17 ANT	D17
MSRT (Deployable Team Mbr/CBRNE) Note: SDAP for eligible MSRT personnel must be restarted on 1 October. Per para. 4.M of reference (a), SDAP for MSRT has been changed from a single eligibility/level to five.	MSRT
TRACEN CMD CTR Stand Team	TRCCST
TRACEN Buoy Deck Team Leaders	TRBDTL
TRACEN Buoy Deck Team Members	TRBDTM

New SDAP authorizations

The following codes are assigned for new FY08 SDAP authorizations. SPOs may start SDAP for personnel in these billets who meet the eligibility criteria described in reference (a).

New duty billets	Object CD	DA CD	JUMPS	Pay level
Coxswain (Heavy Wx Certified)	1175R	COXHWC	W1	SD1
CMC: • JIATF • DOG • DANTES	1175A	CMCIAO[1]	B3	SD3
• CPO Academy School Chief • CMC Course School Chief • Sectors • RFMCS (Sector Reserve Force)	1175A	CMCCHF	B1	SD1
Recruiting School Instructors	1175S	RSINST	O2	SD2
MSRT (Boarding Officer)	1175P	MSRTBO	G1	SD1
MSRT (Deployable Team Leaders)	1175P	MSRTTL	G2	SD2
MSRT (Ass't Officer in Charge)	1175P	MSRTOIC	G1	SD1
MSRT (CBRNE)	1175P	MSRTCB	G2	SD2
MSRT (Flight Mech. Aerial Gunner)	1175P	MSRTAG	G1	SD1

Note: [1] This code is also used for CMC (District & MLCs).

E-Mail ALSPO K/07

Subj: FY2008 SPECIAL DUTY ASSIGNMENT PAY CODES

SDAP Codes   The following codes are valid for FY2008 SDAP transactions.

Description	DA Code	JUMPS	Level	Rate
Canine Handlers	CANINE	Z1	SD1	$75
CMC (Flag Officer/Area)	CMCFO	B4	SD4	$300
CMC (MCPOCG)	CMC-MC	B5	SD5	$375
CMC (Reserve Force)	CMCRES	B5	SD5	$375
CMC (TRACEN Cape May)	CMCTR3	B2	SD2	$150
CMC (TRACEN Yorktown & Petaluma)	CMCTR2	B2	SD2	$150
CMC CG Recruit Command (CGRC)	CMCTR1	B1	SD1	$75
CMC Coast Guard Academy	CMCCGA	B2	SD2	$150
CMC PSC	CMCPSC	B1	SD1	$75
CMC (District/MLCS/JIATF/DOG/DANTES)	CMCIAO	B3	SD3	$225
CMC (CPO Academy Chief/CMC Course Chief/Sectors)& RFMCS	CMCCHF	B1	SD1	$75
Coxswain (Heavy Wx Certified)	COXHWC	W1	SD1	$75
Defense Attaché	DETACH	F3	SD3	$225
Helicopter Rescue Swimmer	HELORS	Y4	SD4	$300
HITRON 10 Aviation Jacksonville	HITRON	H1	SD1	$75
Honor Guard Staff Petty Officers	HONOR	J1	SD1	$75
Intl Training Division (Team Leader)	ITDLDR	K2	SD2	$150
Intl Training Division (Team Member)	ITDMBR	M2	SD2	$150
LANTAREA TRATEAM (Boarding Team Member)	LTMMBR	I1	SD1	$75
LANTAREA TRATEAM (Deployable T-Ldr)	LTMLDR	I2	SD2	$150
LEDET Boarding Officer	LEDETB	D2	SD2	$150
LEDET Deployable Team Leader	LEDETD	D3	SD3	$225
LEDET Aerial Gunner	LEDETG	D1	SD1	$75
MSRT (Boarding Officers)	MSRTBO	G1	SD1	$75
MSRT (Deployable Team Members)	MSRTTL	G2	SD2	$150
MSRT (Ass't Officer In Charge)	MSRTOIC	G1	SD1	$75
MSRT (CBRNE)	MSRTCB	G2	SD2	$150
MSRT (Flight Mech. Aerial Gunner)	MSRTAG	G1	SD1	$75
MSST (Boarding Officers)	MSSTBO	N1	SD1	$75
MSST (Team Leaders)	MSSTTL	N2	SD2	$150
NSF Response Supervisor	NSF-RS	X3	SD3	$225
NSF Response Technician	NSF-RT	X2	SD2	$150
NSF Response Member	NSF-RM	X1	SD1	$75
OIC Afloat	OICAFL	S5	SD5	$375
OIC Ashore	OICASH	T5	SD5	$375
PACAREA TRATEAM (Boarding Team Member)	PTMMBR	I1	SD1	$75
PACAREA TRATEAM (Deployable T-Ldr)	PTMLDR	I2	SD2	$150
Recruit Battalion CDR	RECBAT	V3	SD3	$225
Recruit Company CDR	REC-CC	V5	SD5	$375
Recruit Section CDR	RECSEC	V5	SD5	$375
Recruiter (Production/Supervisor)	RECPRO	R2	SD2	$150
Recruiter (Reservation Staff)	RECSTF	R1	SD1	$75
Recruiting School Instructors	RSINST	O2	SD2	$150
Special Agent	SPECAG	U2	SD2	$150
Surfman (Certified)	SURFCT	A4	SD4	$300

E-Mail ALSPO K/07

Subj: FY2008 SPECIAL DUTY ASSIGNMENT PAY CODES

Direct-Access data entry

Transactions to stop and start SDAP are entered through Direct-Access. Procedures are available in reference (c).

- SDAP Starts/Stops for active duty members and reserve members performing active duty are recorded on the Employee Entitlements page (Compensate Employees > Maintain Entitlements > Use > **Employee Entitlements**).
- SDAP for reserve IDT/RMP is recorded by entering the applicable Earnings Type Code in the SDAP field on the Schedule Drills page (Develop Workforce > Administer Training (GBL) > Use > **Schedule Drills**). Drills for members entitled to SDAP must be approved individually; they cannot be approved using the Schedule Multiple Drills page.

Note: SDAP automatically stops the day prior to PCS departure and the day of separation. There is no need for SPOs to submit manual SDAP stops for these events.

Directives affected

Reference (b) is cancelled effective 30 September 2007. SDAP Codes announced in reference (b) remain in effect for SDAP transactions if the effective date is prior to 1 October 2007.

Questions

Questions regarding the content of this E-Mail ALSPO may be directed to PSC Customer Care at:

☎ (866) 772-8724/(785) 339-2200

🖰 http://www.uscg.mil/hq/psc/customerservice.shtm or by e-mail to PSC-CustomerCare@uscg.mil

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Released by

Internet release authorized.

/s/
M. P. SULLIVAN
Executive Director

FY08 Special Duty Assignment Pay

Related Topics: [DA Data Entry Procedures](#) | [ALSPO K/07 (FY08 SDAP Codes)](#) | [COMDTINST 1430.1P](#)

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  R 072008Z AUG 07 ZUI ASN-A00219000044 ZYB
FM COMDT COGARD WASHINGTON DC//CG-1//
TO ALCOAST
BT
UNCLAS //N01430//
ALCOAST 382/07
COMDTNOTE 1430
SUBJ:  FY2008 SPECIAL DUTY ASSIGNMENT PAY (SDAP)
A.  COMDT COGARD WASHINGTON DC 291228Z JUN 06/ALCOAST 359/06
B.  COMDT COGARD WASHINGTON DC 301257Z NOV 06/ALCOAST 566/06
C.  SPECIAL DUTY ASSIGNMENT PAY (SDAP), COMDTINST 1430.1O
1.  THIS ALCOAST ANNOUNCES SDAP LEVELS FOR FY2008 AS A RESULT OF
THE SDAP PANEL ANNOUNCED IN REFS A AND B.
2.  SDAP PAYMENT LEVELS ANNOUNCED IN REFS A AND B REMAIN IN EFFECT
UNTIL 30 SEP 2007 AT WHICH TIME THEY ARE CANCELED. EFFECTIVE 1 OCT
2007, THE FOLLOWING BILLETS ARE AUTHORIZED SDAP IN FY 2008 AT THE
LEVELS INDICATED BELOW:
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BILLET	LEVEL
OIC AFLOAT	SD5
OIC ASHORE	SD5
SURFMAN (CERTIFIED)	SD4
COXSWAIN (HEAVY WEATHER CERTIFIED)	SD1
HELICOPTER RESCUE SWIMMER	SD4
CMC (MCPOCG/MCPOCGRF)	SD5
CMC (AREA/HQ)	SD4
CMC (DISTRICT/MLCS/JIATF/DOG/DANTES)	SD3
CMC (CG ACADEMY/TRACEN CAPE MAY/PETALUMA/YORKTOWN)	SD2
CMC (PSC/CGRC/CPO ACADEMY SCHOOL CHIEF/CMC COURSE SCHOOL CHIEF/SECTORS) AND RFMCS	SD1
RECRUIT COMPANY COMMANDER (CC)	SD5
RECRUIT SECTION COMMANDER	SD5
RECRUIT BATTALION COMMANDER	SD3
RECRUITING SCHOOL INSTRUCTORS	SD2
NATIONAL STRIKE FORCE (RESPONSE SUPERVISOR)	SD3
NATIONAL STRIKE FORCE (RESPONSE TECHNICIAN)	SD2
NATIONAL STRIKE FORCE (RESPONSE MEMBER)	SD1
RECRUITER (PRODUCTION/SUPERVISOR)	SD2
RECRUITER (RESERVATION STAFF)	SD1
SPECIAL AGENTS	SD2
LEDET (BOARDING OFFICERS)	SD2
LEDET (DEPLOYABLE TEAM LEADERS)	SD3
LEDET (AERIAL GUNNER)	SD1

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HITRON                                                    SD1
MSST (BOARDING OFFICERS)                                  SD1
MSST (TEAM LEADERS)                                       SD2
MSRT (BOARDING OFFICERS)                                  SD1
MSRT (DEPLOYABLE TEAM LEADERS)                            SD2
MSRT (ASSISTANT OFFICER IN CHARGE)                        SD1
MSRT (CBRNE)                                              SD2
MSRT (FLIGHT MECH AERIAL GUNNERS)                         SD1
TRATEAM (DEPLOYABLE TEAM LEADERS)                         SD2
TRATEAM (TEAM MEMBERS)                                    SD1
USADO ATTACHE SUPPORT STAFF                               SD3
HONOR GUARD STAFF PETTY OFFICERS                          SD1
INTERNATIONAL TRAINING DIVISION (TEAM LEADERS)            SD2
INTERNATIONAL TRAINING DIVISION (TEAM MEMBERS)            SD2
CANINE HANDLERS                                           SD1
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3. THE MONTHLY SDAP PAYMENTS ARE AS INDICATED BELOW:

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        SDAP LEVELS:
    SD1    -      75 DOLLARS
    SD2    -     150 DOLLARS
    SD3    -     225 DOLLARS
    SD4    -     300 DOLLARS
    SD5    -     375 DOLLARS
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4. SDAP COMMENCES ON THE DATE A MBR MEETS THE FOLLOWING
ELIGIBILITY CRITERIA:
  A. OFFICER IN CHARGE (OIC):
    (1) OIC AFLOAT: MBR MEETS THE QUALIFICATION REQUIREMENTS FOR
BEING ASSIGNED AS AN OIC AFLOAT AND IS SERVING IN A BILLET
DESIGNATED AS A CUTTER OIC ON THE PERSONNEL ALLOWANCE LIST (PAL).
    (2) OIC ASHORE: MBR MEETS THE QUALIFICATION REQUIREMENTS FOR
BEING ASSIGNED AS AN OIC ASHORE AND IS SERVING IN A BILLET
DESIGNATED AS AN OIC ASHORE BILLET ON THE PAL.
    (3) SDAP IS AUTHORIZED CONCURRENTLY TO A FULLY QUALIFIED ACTING
OIC AFLOAT OR ASHORE, AND THE PERMANENTLY ASSIGNED OIC IN HIS/HER
ABSENCE FOR A PERIOD OF AT LEAST 30 CONSECUTIVE DAYS BUT NOT MORE
THAN 90 DAYS. AFTER 90 DAYS OF ABSENCE, SDAP WILL NORMALLY BE
TERMINATED FOR THE PERMANENTLY ASSIGNED OIC AND THE ACTING OIC WILL
BE THE SOLE SDAP RECIPIENT FOR THAT BILLET UNTIL NO LONGER SERVING
AS THE ACTING OIC.
  B. SURFMAN (CERTIFIED): MBR IS SERVING IN A SURFMAN BILLET OR
IS STATIONED AT A SURF STATION AND ROUTINELY SERVES IN THE UNITS
ROTATIONAL WATCH SCHEDULE AS A CERTIFIED OPERATIONAL SURFMAN. FOR
NMLBS PERSONNEL, MBR MUST BE A CERTIFIED SURFMAN SERVING IN A
SURFMAN INSTRUCTOR BILLET. MBR IS NOT REQUIRED TO QUALIFY AS AN
INSTRUCTOR BEFORE BEING ELIGIBLE FOR SDAP, BUT SHOULD BE
PROGRESSING TOWARD INSTRUCTOR QUALIFICATION IN AN OPERATIONAL SURF
TRAINING SCHEDULE.
  C. COXSWAIN (HEAVY WEATHER CERTIFIED): MBR IS SERVING AT A HEAVY
WEATHER OR SURF STATION AND ROUTNELY SERVES IN THE UNITS ROTATIONAL
WATCH SCHEDULE AS A CERTIFIED OPERATIONAL HEAVY WEATHER COXSWAIN.
  D. HELICOPTER RESCUE SWIMMERS: MBR MUST BE ASSIGNED TO AN
OPERATIONAL RESCUE SWIMMER BILLET, FULFILL ALL APPROPRIATE
OPERATIONAL AND PHYSICAL TRAINING REQUIREMENTS SET FORTH IN THE

HELICOPTER RESCUE SWIMMER MANUAL, COMDTINST M3710.4(SERIES), AND
HAVE BEEN A DESIGNATED RESCUE SWIMMER ON THE WATCH SCHEDULE A
MINIMUM OF FOUR TIMES PER MONTH, OR HAVE BEEN DEPLOYED TAD IN A
RESCUE SWIMMER CAPACITY FOR AT LEAST 14 DAYS DURING THE MONTH.
(ANY COMPARABLE COMBINATION OF DUTY AND DEPLOYMENT DAYS WILL
SUFFICE.) IF DUE TO OPERATIONAL DEMANDS ADDITIONAL RESCUE SWIMMERS
ARE NEEDED, E.G., BILLETED RESCUE SWIMMER SIQ, PROLONGED SAR CASE,
THE COMMANDING OFFICER MAY AUTHORIZE SDAP ON A WEEK-BY-WEEK BASIS
TO QUALIFIED ASSISTANTS NOT CURRENTLY ASSIGNED TO A DESIGNATED
OPERATIONAL RESCUE SWIMMER BILLET. MBRS OF THE RESCUE SWIMMER
STANDARDIZATION TEAM AND OTHER RESCUE SWIMMERS AT ATC MOBILE WHO
ARE ASSIGNED TO OPERATIONAL RESCUE SWIMMER BILLETS ARE INCLUDED IN
THE INTENT OF THIS ALCOAST. THE UNIT COMMANDING OFFICER MUST
CERTIFY IN WRITING TO THE SPO THAT THE MEMBER MEETS ALL ELIGIBILITY
REQUIREMENTS FOR ENTITLEMENT AND TERMINATION.
   E.   COMMAND MASTER CHIEFS (CMC): MBR MUST SERVE IN A BILLET
DESIGNATED AS A CMC BILLET ON THE PAL, ASSIGNED TO EITHER A UNIT
COMMANDED BY A FLAG LEVEL OFFICER, OR TO ONE OF THE DESIGNATED
BILLETS AS SPECIFIED IN PARA. 2 ABOVE.
   F.   RECRUIT COMPANY COMMANDERS (CC): MBR MUST SERVE IN A BILLET
DESIGNATED AS A CC ON THE PAL, OR BE TEMPORARILY ASSIGNED TO A
SURGE CC BILLET FOR AT LEAST 30 CONSECUTIVE DAYS. MBR MUST
SATISFACTORILY COMPLETE THE IN-HOUSE TRAINING PROGRAM AT TRAINING
CENTER CAPE MAY AND BE DESIGNATED BY COMMANDING OFFICER, TRAINING
CENTER CAPE MAY AS A COMPANY COMMANDER.
   G.   NATIONAL STRIKE FORCE (NSF): MBR MUST BE SERVING IN A NSF
RESPONSE BILLET ON THE PAL, FULFILL THE APPROPRIATE QUALIFICATIONS
FOR RESPONSE MEMBER (RM), RESPONSE TECHNICIAN (RT), OR RESPONSE
SUPERVISOR (RS), AND BE DESIGNATED IN WRITING TO THE SPO AS SUCH BY
THE COMMANDING OFFICER OF THE RESPECTIVE STRIKE TEAM.
   H.   RECRUITERS: SDAP IS AUTHORIZED THE DAY THE MBR REPORTS FOR
DUTY IN AN ELIGIBLE BILLET.
   I.   SPECIAL AGENTS: MBR MUST HAVE COMPLETED BASIC TRAINING
REQUIRED FOR SPECIAL AGENTS, AND BE IN AN ASSIGNMENT UNDER CGPC
DIRECTED ORDERS OR ASSIGNED TO AN RPAL BILLET SPECIFICALLY
INDICATING INTELLIGENCE DUTY.
   J.   LAW ENFORCEMENT DETACHMENT (LEDET):
    (1)   LEDET (BOARDING OFFICER): MBR MUST BE SERVING AS ONE OF
THE FIVE DESIGNATED BOARDING OFFICERS ATTACHED TO A LEDET TEAM.
    (2)   LEDET (DEPLOYABLE TEAM LEADERS): MBR MUST BE SERVING AS
THE DESIGNATED DEPLOYABLE TEAM LEADER. MAX OF 30 DEPLOYABLE TEAM
LEADERS ARE AUTHORIZED TO DRAW SDAP.
    (3)   LEDET (AERIAL GUNNER): MBR MUST BE QUALIFIED AS AN AERIAL
GUNNER (AG) AND SERVE IN A DEPLOYABLE BILLET ASSIGNED TO A LEDET.
   K.   HITRON: MBR MUST BE SERVING AS AN AVIATION GUNNER IN A
DEPLOYABLE BILLET ASSIGNED TO HITRON.
   L.   MARITIME SAFETY AND SECURITY TEAM (MSST):
    (1)   MSST (DEPLOYABLE FORCE PROTECTION BOARDING OFFICER): MBR
MUST BE SERVING AS ONE OF THE THIRTEEN DESIGNATED BOARDING OFFICERS
ATTACHED TO A MSST TEAM. MAX OF 156 BOARDING OFFICERS ARE
AUTHORIZED TO DRAW SDAP.
    (2)   MSST (DEPLOYABLE TEAM LEADER): MBR MUST BE SERVING AS ONE

OF THE THREE DESIGNATED DEPLOYABLE TEAM LEADERS PER MSST. MAX OF
36 DEPLOYABLE TEAM LEADERS ARE AUTHORIZED TO DRAW SDAP.

  M. MARITIME SECURITY RESPONSE TEAM (MSRT): MBRS MUST BE
QUALIFIED AS ONE OF THE FOLLOWING: DIRECT ACTION TEAM BOARDING
OFFICER, DEPLOYABLE TEAM LEADER, ASSISTANT OFFICER IN CHARGE,
CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, AND EXPLOSIVE (CBRNE)
DETECTION PERSONNEL, OR FLIGHT MECH AERIAL GUNNERS.

  N. LANTAREA AND PACAREA TRAINING TEAMS:

   (1) TRATEAM (LEADERS): MBR MUST BE A CPO SERVING IN A
DESIGNATED TRATEAM BILLET AS A QUALIFIED TEAM LEADER OF A TEAM
WHICH DEPLOYS AT LEAST 175 DAYS PER YEAR.

   (2) TRATEAM (MEMBERS): MBR MUST BE A PO SERVING IN A
DESIGNATED TRATEAM BILLET AS A QUALIFIED INSTRUCTOR OF A TEAM WHICH
DEPLOYS AT LEAST 175 DAYS PER YEAR.

  O. USADO ATTACHE: MBR MUST BE SERVING IN A DESIGNATED DEFENSE
ATTACHE BILLET ASSIGNED WITHIN THE DEPARTMENT OF DEFENSE ATTACHE
SYSTEM (DAS).

  P. HONOR GUARD STAFF PETTY OFFICERS: SDAP IS AUTHORIZED THE DAY
THE MBR REPORTS FOR DUTY TO AN ELIGIBLE BILLET.

  Q. INTERNATIONAL TRAINING DIVISION (ITD):

   (1) ITD (TEAM LEADERS): MBR MUST BE SERVING IN A DESIGNATED
ITD TEAM LEADER BILLET WITH COMMAND APPROVED QUALIFICATIONS THAT
DEPLOYS AT LEAST 175 DAYS PER YEAR.

   (2) ITD (TEAM MEMBERS): MBR MUST BE SERVING IN A DESIGNATED
ITD TEAM MEMBER BILLET WITH COMMAND APPROVED QUALIFICATIONS THAT
DEPLOYS AT LEAST 175 DAYS PER YEAR.

  R. CANINE HANDLERS: MBR MUST BE A CERTIFIED EXPLOSIVE DETECTION
CANINE HANDLER

5. RESERVISTS PERFORMING ANY TYPE OF DUTY, INCLUDING ACTIVE DUTY
FOR TRAINING (ADT), INACTIVE DUTY TRAINING (IDT), ACTIVE DUTY
SPECIAL WORK (ADSW), AND INVOLUNTARY RECALL, ARE ENTITLED TO SDAP
ON A PRORATED BASIS. MBRS MUST MEET THE ELIGIBILITY REQUIREMENTS
LISTED ABOVE.

6. SDAP ELIGIBILITY TERMINATES AT 2400 THE DAY BEFORE THE MBR
DEPARTS PCS FROM A DESIGNATED BILLET, THE DATE THE MBR IS REMOVED
FROM DUTY BY COMPETENT AUTHORITY (E.G., RELIEF FOR CAUSE), OR ONCE
THE MEMBER IS NO LONGER QUALIFIED (E.G., DOES NOT COMPLETE FOUR
WATCHES DURING A MONTH AS A RESCUE SWIMMER OR DEPLOYED TAD FOR 14
DAYS AS A RESCUE SWIMMER OR ANY COMBINATION OF BOTH DURING THE
MONTH, DOES NOT MEET OR IS NOT EXPECTED TO MEET THE 175 DAYS
DEPLOYMENT, TAD, ETC).

7. THE 2008 SDAP REVIEW BOARD (TO DETERMINE FY09 SDAP
AUTHORIZATION) WILL CONVENE OOA MAY 2008. REVALIDATION OF ALL
EXISTING FY2008 SDAP LEVELS AND CONSIDERATION OF ANY NEW SDAP
REQUESTS FOR FY09 MUST BE SUBMITTED TO COMDT (CG-1221), VIA THE
APPROPRIATE HEADQUARTERS PROGRAM MANAGER, NLT 31 MARCH 2008.

8. COMMANDING OFFICERS SHALL NOTIFY THEIR SPOS OF MBRS ELIGIBILITY
FOR SDAP INCLUDING CERTIFYING THE FORM CG3453 FOR RESERVISTS ADT OR
ADSW ORDERS. SPOS SHALL SUBMIT THE PROPER PMIS DOCUMENTATION TO
COMMENCE/TERMINATE SDAP PAYMENT AS APPROPRIATE.

9. QUESTIONS ABOUT SDAP ELIGIBILITY SHOULD BE DIRECTED TO THE
APPROPRIATE PROGRAM MANAGER. FOR QUESTIONS REGARDING SDAP POLICY,

CONTACT LCDR STUNDTNER, COMDT (CG-1221), AT (202) 475-5367 OR LTJG
FRANK MARCHESKI AT (202) 475-5382.
10.   INTERNET RELEASE IS AUTHORIZED.
11.   RADM CLIFFORD I. PEARSON, ASSISTANT COMMANDANT FOR HUMAN
RESOURCES, SENDS.
BT
NNNN

Special Duty Assignment Pay

Overview

Introduction   This section provides the *procedures* for **Special Duty Assignment Pay (SDAP)**. This entitlement is paid to enlisted members entitled to basic pay and performing duties designated as requiring special skills.

Topics   The following topics are covered in this section

Special Duty Assignment Pay

Guiding Principles

Introduction	This section provides the *guiding principles* for **Special Duty Assignment Pay**.
Reference	The following references provide additional information about SDAP. • Special Duty Assignment Pay, COMDTINST 1430.1P • U.S. Coast Guard Pay Manual, COMDTINST M7220.29(series), Chap 4 • COMDT COGARD WASHINGTON DC 072008Z AUG 07/ALCOAST 382/07 • E-Mail ALSPO K/07; FY2008 SDAP Codes
Before you begin	If you are not familiar with the employee entitlement basic navigation instructions, they can be found at: Employee Entitlements, Basic Navigation Guide
Annual rate and code changes	SDAP entitlements and rates change annually. Procedural guidance is released prior to each fiscal year via ALCOAST and e-mail ALSPO messages. Refer to these messages before taking any action to start or stop SDAP. FY 2008 rates and codes were published in e-mail ALSPO K/07 FY 2007 rates and codes were published in e-mail ALSPO H/06
Auto-stop upon PCS departure	SDAP stops automatically on *the day prior* to PCS departure. Do not enter a Stop SDAP transaction when a member departs PCS. The system will not reflect the SDAP stop until the departing endorsement on orders transaction is approved and saved.

Special Duty Assignment Pay

Starting SDAP

Introduction   This section provides the procedure for *starting* **Special Duty Assignment Pay**.

Procedure   Follow the steps in the [Basic Navigation Guide](#) to access the member's entitlements detail page. Then, follow these steps to enter a new SDAP entitlement.

Step	Action
1	In the **[Include History]** mode, click the **[+]** button shown below. A new blank row appears…
2	Enter the **Start Date**. The current date is automatically displayed. Use the calendar button 📅 to select the desired date. You can also click & drag over the date field to select the date then type the start date in MMDDYYYY format.
3	The **Stop Date** may be left blank to pay continuous SDAP. If this is a temporary entitlement, you may enter the stop date.
4	Enter the **Earnings Type** in the code if known or use the 🔍 to search and select from a listing of available earning types. Reminder: Some Earnings Type codes require the assignment of a Competency Code before the member is eligible to receive SDAP.
5	**Description** is pre-filled. Ensure the proper entitlement is shown, repeat step 4 to select the correct type if necessary.
6	**Approval Status** is pre-filled. The status will automatically change from Pending (P) to Approved (A) upon saving.
7	**Manual Row Switch**. (CGHRSUP role users only) Select this field only when necessary to override pay edits. **Caution!** Overriding pay edits may result in errors and possible overpayment of entitlement.

Continued on next page

3

Special Duty Assignment Pay

Starting SDAP, Continued

Procedure (cont'd)

| Step	Action
8	Click the 🖫 Save button (located at the bottom left of the screen) to approve and transmit the entry.

Special Duty Assignment Pay

Stopping SDAP

Introduction	This section provides the procedure for *stopping* **Special Duty Assignment Pay**.
Reminder, PCS auto-stop	SDAP stops automatically on the day prior to PCS departure. Do not enter a Direct Access Stop SDAP transaction when a member departs PCS. The system will not reflect the SDAP stop until the departing endorsement on PCS orders transaction is approved and saved.
Procedure	Follow the steps in the [Basic Navigation Guide](#) to access the member's entitlements detail page. Then, follow these steps to enter a stop SDAP transaction.

| Step	Action
1	In the [Correct History] mode, find the row to stop. The stop date will be blank as shown below:
2	Enter the **Stop Date** for the entitlement by using the calendar button to select the desired date. You can also click & drag over the date field then Type the stop date in MMDDYYYY format. The stop date can be future dated.
3	**Approval Status** is pre-filled. The status will automatically change from Pending (P) to Approved (A) upon saving.
4	**Manual Row Switch**. (CGHRSUP role users only) Select this field only when necessary to override pay edits. Business rule edits will not be turned off when this is selected. **Caution!** Overriding pay edits may result in errors and possible overpayment of entitlement.
5	Click the **Save** button (located at the bottom left of the screen) to approve and transmit the entry.

Special Duty Assignment Pay

Correcting SDAP

Introduction   This section provides the procedure for *correcting* **Special Duty Assignment Pay**.

Discussion   Only the stop date may be corrected. To change the effective start date or an incorrect earnings type, you must delete the entire row (see the next section for the procedure to delete SDAP) and then start a new SDAP entitlement.

Procedure   Follow these steps to correct an incorrect Stop date.

Step	Action
1	In the **✎ Correct History** mode, find the Special Duty Assignment Pay row to correct. Click & drag over the Stop Date field to change its value. Dates must be typed in MMDDYYYY format. You may also use calendar buttons 📅 to modify dates and the magnifying glass 🔍 to change the earning type.
2	Click the **💾 Save** button located at the bottom left of the screen.

Special Duty Assignment Pay

Deleting SDAP

Introduction   This section provides the procedure for *deleting* **Special Duty Assignment Pay**.

Discussion   The total Special Duty Assignment Pay entitlement will be recouped when using this feature.

Procedure   Follow the steps in the Basic Navigation Guide to access the member's entitlements detail page. Then, follow these steps to enter a deletion of an SDAP transaction.

Step	Action
1	In the ⬛Correct History mode, find the Special Duty Assignment Pay row to delete. Click on the ⬛ button located in the row to be deleted.
2	Click the ⬛Save button located at the bottom left of the screen.

Special Duty Assignment Pay

JUMPS Effect

Introduction   This section describes the transactions created and segments modified in JUMPS when a Start or Stop SDAP entitlement row is saved in Direct Access.

Start SDAP   Creating and saving a new SDAP entitlement row generates a P607 transaction with the following variable data element:

Code	Element	Direct Access Field Name/Description
70	2 Character Alpha-Numeric Code (R3, T5 etc.)	Earnings Type Code • SDAP Pay Codes and rates are published annually via ALSPO message.

The transaction effective date/time is derived from the Direct Access Start Date/Time fields.

Stop SDAP   Completing the Stop Date field of an SDAP entitlement row in Direct Access will generate a P625 transaction with the following variable data element when the transaction is saved:

Code	Element	Direct Access Field Name/Description
70		Stop Date.

The transaction effective date/time is derived from the Direct Access Stop Date/Time fields.

Pay segment   Segment 06 is updated by the SDAP transaction. The segment contains information on a member's entitlement to Special Duty Assignment Pay.

Example:

```
SEG       HIST     COMPUTE          OBJECT           AMOUNT         SDAP-RATE
06        9999     3                11758            $110.00        Y2
          EFFDTE   TIME    DTPROC    SLC   PAT   DTPREP    DIST   RU   FORM   ENT   ACTION
START     19930401 9999    19930406  0     129   19930405  07     15   67           P607
STOP      99999999 9999    99999999  0
```

Segment 06 data fields   This table describes fields unique to Segment 06. Please see JUMPS Analysis Manual, page 5-8 for descriptions of fields common to all segments.

Field	Description
OBJECT	Object code. See next page for a listing of SDAP object codes.
AMOUNT	Monthly rate from pay tables.
SDAP RATE	SDAP Rate Code from P607 Element Code 70. See next page.

8

Special Duty Assignment Pay

JUMPS Effect, Continued

**Segment 06
data fields**

FY 2008 Special Duty Assignment Pay SDAP (Enlisted Only)				
Earn Type	**Description**	**SDAP Code**	**Object Code**	**LES Remark**
CANINE	Canine Handlers	Z1	1175N	SDAP K-9 HANDLR
CMC-MC	CMC (MCPOCG/MCPOCGRF) SDAP	B5	1175A	SDAP CMC
CMCCGA	CMC Coast Guard Academy SDAP	B2	1175A	SDAP CMC
CMC	CMC (HQ/Area) SDAP	B4	1175A	SDAP CMC
CMCPSC	CMC Personnel Service Center	B1	1175A	SDAP-CMC
CMCRES	CMC (Reserve Force) SDAP	B5	1175A	SDAP CMC
CMCTR1	CMC CG Recruit Command (CGRC) SDAP	B1	1175A	SDAP CMC
CMCTR2	CMC (TRACEN Yorktown & Petaluma) SDAP	B2	1175A	SDAP CMC
CMCTR3	CMC (TRACEN Cape May) SDAP	B2	1175A	SDAP CMC
CMCIAO	CMC (DIST/MLCS/JIATF/DOG/DANTES) *New '08*	B3	1175A	SDAP CMC
CMCCHF	CMC (CPO ACADEMY SCHOOL CHIEF/CMC COURSE SCHOOL CHIEF/SECTORS) & RFMCS *New '08*	B1	1175A	SDAP CMC
COXHWC	Coxswain (Heavy Wx Certified) *New '08*	W1	1175R	SDAP COXSN HWC
DETACH	Defense Attaché SDAP	F3	1175G	SDAP DF ATTACHE
HELORS	Helicopter Rescue Swimmer SDAP	Y4	11758	HELO RESC SWMR
HITRON	HITRON 10 Aviation Gunner SDAP	H1	1175E	SDAP HITRON
HONOR	Honor Guard Staff Petty Officers SDAP	JI	1175H	SDAP HONORGUARD
ITDLDR	Intl Training Division (Team Leader) SDAP	K2	1175I	SDAP INTL TRATM
ITDMBR	Intl Training Division (Team Member) SDAP	M2	1175I	SDAP INTL TRATM
LEDETB	LEDET Boarding Officer SDAP	D2	1175D	SDAP LEDET
LEDETD	LEDET Deployable Team Leader SDAP	D3	1175D	SDAP LEDET
LEDETG	LEDET Aerial Gunner	D1	1175D	SDAP LEDET
LTMLDR	TRATEAM (PAC & Lant) (Deployable Tm Ldr) SDAP	I2	1175F	SDAP TRATM LDR
LTMMBR	TRATEAM (PAC & Lant) (Boarding Officer) SDAP	I1	1175F	SDAP TRATM MBR

Special Duty Assignment Pay

JUMPS Effect, Continued

Segment 06 data fields (continued)

Earn Type	Description	SDAP Code	Object Code	LES Remark
MSRTBO	Maritime Security Response Tm (Boarding Officer)	G1	1175P	SDAP MSRT
MSRTTL	MSRT (Deployable Team Leaders)	G2	1175P	SDAP MSRT
MSRTOIC	MSRT (Ass't Officer In Charge)	G1	1175P	SDAP MSRT
MSRTCB	MSRT (CBRNE Detection Personnel)	G2	1175P	SDAP MSRT
MSRTAG	MSRT (Flight Mech. Aerial Gunners)	G2	1175P	SDAP MSRT
MSSTBO	MSST (Boarding Officers)	N1	1175J	SDAP MSST/PSU
MSSTTL	MSST (Team Leaders)	N2	1175J	SDAP MSST/PSU
NSF-RM	NSF Response Member	X1	11757	SDAP STRIKE TM
NSF-RS	NSF Response Supervisor SDAP	X3	11757	SDAP STRIKE TEAM
NSF-RT	NSF Response Technician SDAP	X2	11757	SDAP STRIKE TEAM
OICAFL	OIC Afloat SDAP	S5	11750	SDAP OIC AFLOAT
OICASH	OIC Ashore SDAP	T5	11752	SDAP OIC ASHORE
REC-CC	Recruit Company Commander SDAP	V5	11754	SDAP RECRUIT CC
RECBAT	Recruit Battalion Commander SDAP	V3	11754	SDAP RECRUIT CC
RECPRO	Recruiter (Production) SDAP	R2	11751	SDAP RECRUITER
RECSEC	Recruit Section Commander	V5	11754	SDAP RECRUIT CC
RECSTF	Recruiter (Reservation Staff)	R1	11751	SDAP RECRUITER
RECSUP	Recruiter (Supervisor) SDAP	R2	11751	SDAP RECRUITER
RSINST	Recruiting School Instructors *New '08*	O2	1175S	SDAP RECRUIT SI
SPECAG	Special Agent SDAP	U2	11753	SDAP SPEC AGENT
SURFCT	Surfman Certified SDAP	A4	11759	SDAP SURFMAN
NOTE:	*The following Earn Types are no longer Authorized for FY08*			
BFMBR	*BF Stan Team (NMLB/Yorktown Members)*	*E1*	*1175M*	*SDAP BF STAN TM*
BFLDR	*BF Stan Team (NMLB/Yorktown Leaders)*	*E2*	*1175M*	*SDAP BF STAN TM*
D17	*Dist 17 ANT SDAP*	*C1*	*1175B*	*SDAP D17 ANT*
MSRT	*Maritime Security Response Team (broken into separate qualifications) see above*	*G1*	*1175P*	*SDAP MSRT*
PTMLDR	*PACAREA Training Team Leader SDAP (combined w/LANT Team) see LTMLDR*	*I2*	*1175F*	*SDAP TRATM LDR*
PTMMBR	*PACAREA Training Team Member SDAP (combined w/LANT Team) see LTMMBR*	*I1*	*1175F*	*SDAP TRATM MBR*
TRCCST	*TRACEN CMD CTR Stand Team*	*Q1*	*1175Q*	*SDAP CSST/BDTT*
TRBDTL	*TRACEN Buoy Deck Training Team Leader*	*Q2*	*1175Q*	*SDAP CSST/BDTT*
TRBDTM	*TRACEN Buoy Deck Training Team Member*	*Q1*	*1175Q*	*SDAP CSST/BDTT*
Reserve SDAP for IDT or RMP Drill Periods				
Any of the Above	Reserve SDAP - IDT	Any of the above	1175K	SDAP
	Reserve SDAP - RMP		1175L	SDAP