



HUMAN RESOURCES DEPLOYMENT INFORMATION – PAY AND ENTITLEMENT INCENTIVES FOR CIVILIAN DEPLOYMENT

The USACE mission to Support the Global War on Terror is unprecedented in size and scope. USACE plays a large role in rebuilding Iraq's infrastructure and a similar, though smaller, mission in Afghanistan.

We have deployed a lot of civilian employees to Iraq in the past few months, and more are deploying every week to fill positions critical to the success of our missions. One lesson we have learned is that there is some confusion surrounding the benefits and entitlements received by deployed civilian employees.

This article, with the accompanying chart, details the additional compensation and benefits that civilians can expect if they volunteer for duty in Iraq and Afghanistan.

Employees may be placed in a Temporary Duty (TDY) status for up to 179 days. Those who volunteer for this shorter tour of duty may receive temporary, non-competitive promotions not to exceed 120 days. Or they may apply for longer-term promotions for longer tours.

All employees who are TDY in Iraq or Afghanistan are temporarily reassigned from their home stations, either to the Transatlantic Programs Center or another command. Since the duty station remains the same, base and locality pay are not affected either. **This link will help you find your locality pay chart:**
<http://www.opm.gov/oca/08tables/indexGS.asp>

For longer tours of duty, employees may serve in Iraq on a Temporary Change of Station (TCS) either six months or one year long. Unlike TDY, employees who opt for a TCS do not receive locality pay for the period of time they are on assignment, and will only receive the basic pay for their position as determined by the Office of Personnel Management (OPM). **This link will take you to the basic pay chart:**
<http://www.opm.gov/oca/08tables/html/gs.asp>

Due to the nature of the operations in Iraq and Afghanistan, additional compensation is also given to staff that serve there.

Danger Pay

Employees are eligible to receive danger pay beginning on the date of arrival in Iraq. The amount is determined by the Department of State, and is 35 percent of base pay for a basic 40-hour workweek. It is not earned for overtime or weekends, **and is subject to change without notice.**

Post Differential

Post Differential is designed to provide additional compensation to employees for service at places in foreign areas where conditions of environment differ substantially from conditions in the continental United States. Normally, post differential begins on the date of arrival at post for employees on TCS, and on day 43 of duty for employees on TDY. However, effective March, 23, 2003, employees assigned to Afghanistan, Iraq, or Kuwait for 42 consecutive calendar days or more will receive post differential for the number of days served, beginning with the first day of detail. The amount is also determined by the Department of State, and is also 35 percent of base pay for a basic 40-hour workweek, separate from the danger pay mentioned above. It is also not earned for overtime or weekends, **and is subject to change without notice.**

Payment of danger pay and post differential is made upon an employee's return to home station, and only after the TDY/TCS is completed. This additional compensation counts against the aggregate (higher) annual pay cap.

Separate Maintenance Allowance (SMA)

This is an allowance to assist an employee who is compelled by reason of dangerous, notably unhealthful, or excessively adverse living conditions at the post of assignment in a foreign area, or for the convenience of the Government, to meet the additional expense of maintaining family members elsewhere than at such post. The amount varies by the number of family members maintained at the location other than the post of TCS assignment. Information regarding the amounts and process for requesting SMA can be found at http://aoprals.state.gov/content.asp?content_id=215&menu_id=81

Foreign Exemption from the Fair Labor Standards Act (FLSA)

If a deployed employee's permanent position is exempt from FLSA, that individual continues in that manner for travel, overtime, and other pay entitlements. If an employee's permanent position is a nonexempt position, that individual converts to exempt status for all workweeks spent entirely in an area subject to the foreign exemption.

Premium Pay

Employees are additionally compensated for time worked outside of their regular shift.

Overtime. Paid for hours authorized and worked in excess of eight hours per day or 40 hours per week. For employees grades 10 and above, the overtime rate is either 1.5 times the GS-10 Step 1 hourly rate, or the employee's hourly rate, whichever is greater. For all others, it is 1.5 times their hourly rate.

Night Differential. Paid for hours regularly scheduled and worked between 6 p.m. and 6 a.m. The amount is the hourly base salary rate, plus 10 percent.

Holiday Pay. Employees who work on a federal holiday are paid twice their normal salary for the number of hours scheduled in the normal tour of duty.

Leave

Rest and Recuperation Leave (R&R)

- **TDY (Any Length):** Same as TCS.

- **Six Month TCS:** Employees who serve 6 or more months but fewer than 12 months are eligible for 1 R&R trip. Employees must serve a minimum of 60 days in country to be eligible.

- **One Year TCS:** Employees who sign up for 12 consecutive months are eligible for 3 R&R trips within the 12 month service period. Employees must serve a minimum of 60 days in country to be eligible.

This program provides funded transportation to Frankfurt, Germany; Baltimore, or other R&R destinations only as authorized by the command. Employees are required to pay for travel to all alternate locations. Employees are not charged leave during travel time. Charged leave starts the day after arrival at the R&R location, and ends the day before the return to the duty location.

Leave Accrual

Employees who serve on an overseas TCS assignment may accrue and carry over up to 45 days of annual leave each leave year. While they may carry this amount over from year-to-year for the remainder of their careers, once they drop below this number, that new amount becomes the maximum leave carryover.

Insurance and death benefits

Being sent to a combat zone **does not** cancel Federal Employee's Group Life Insurance (FEGLI) coverage. Civilian employees sent to a war zone or combat zone in a support

capacity keep their FEGLI coverage, including Accidental Death & Dismemberment (AD&D) coverage. Being sent to a combat zone does not affect the amount of FEGLI coverage, provided the employee is not engaged in combat. (Combat is not defined as including self-defense.)

If a federal employee working in a war zone is killed, regular death benefits are payable to the beneficiaries. In addition, accidental death benefits are also payable under Basic insurance (and Option A, if the employee had that coverage), unless the employee was in actual combat or nuclear weapons were used at the time of death.

The Office of Federal Employees' Group Life Insurance decides whether to pay AD&D benefits only after thoroughly studying the facts and documentation surrounding an employee's death, and OPM makes such determinations case-by-case. While we cannot say that in 100 percent of civilian deaths AD&D benefits will be payable, it is highly unlikely for a civilian to be in actual combat.

If an employee is *not* covered under FEGLI, and is deployed overseas, there is an opportunity to enroll for basic FEGLI under a 60-day personal "open season" because that employee is an emergency essential employee by virtue of deployment to such a position.

Limits

General Schedule (GS) employees have an annual limitation on premium pay. Their base salary and premium pay cannot exceed either GS-15, step 10, or Executive Schedule V (set at \$212,100 for 2007 and 2008), whichever is greater. This category includes only base pay, locality pay, and premium pay as defined above.

Additionally, aggregate pay cannot exceed Executive Schedule I in any calendar year (\$191,300 for 2008). This category includes all discretionary compensation, such as relocation bonuses, awards, and post allowance.

The National Security Personnel System contains provisions allowing the Secretary of Defense (in conjunction with OPM) to waive the annual limitation on premium pay. Recognizing that the non-traditional work environment in Iraq and Afghanistan makes it more of a challenge to schedule and monitor hours worked, USACE has requested that the Secretary of Defense use the authority to eliminate the limitation on premium pay.

However, it is imperative that employees and supervisors schedule work in a manner that does not cause employees to work without compensation. Even if the limitation on premium pay is waived, employees and their supervisors must be aware of the problems that excessive overtime causes and have plans in place to protect against potential overpayment situations.

Civilian employees are not entitled to the combat area tax exemption of military members. Employees should contact the local Internal Revenue Service's Taxpayer

Assistance Center or a tax advisor with questions concerning tax exemptions. DoD and USACE are pursuing legislation that would give civilian employees serving in combat areas the same tax exemption the military receives under those circumstances.

Notes

BENEFITS AND ENTITLEMENTS ARE SUBJECT TO CHANGE WITHOUT NOTICE
(October 2008)

This article does not cover every issue and question. Interest civilians, whether current USACE, Federal employees, or not, should use the many resources available to gather additional information on deployment.

GENERAL SCHEDULE CIVILIAN PAY AND ALLOWANCE ENTITLEMENTS			
	TDY (Any length)	Six Month TCS	One Year TCS
Pay or Allowance Entitlement	Basic General Pay Schedule to Including Locality Pay	Basic General Pay Schedule without Locality Pay	Basic General Pay Schedule without Locality Pay
Overtime (All are exempt from FLSA under the foreign exemption rule)	1.5 x GS-10/1 or regular hourly rate, whichever is greater; below GS-10, 1.5 x regular hourly rate	Same	Same
Holiday Pay	2 x hourly rate for regularly scheduled hours	Same	Same
Post Differential*	After 42 consecutive days in country, 35% of Base Pay (includes locality pay) for basic 40-hour workweek, retroactive to the 1st day	35% of Basic Pay (no locality pay) for basic 40-hour workweek, effective after one day in country	35% of Basic Pay (no locality pay) for basic 40-hour workweek, effective after one day in country
Danger Pay	In effect from 1 st day, 35% of Base Pay (includes locality pay) for 40 Hour workweek	In effect from 1st day, 35% of Basic Pay (no locality pay) for basic 40-hour workweek	In effect from 1st day, 35% of Basic Pay (no locality pay) for basic 40-hour workweek
Promotions	Opportunities must be applied for by interested parties	Opportunities must be applied for by interested parties	Opportunities must be applied for by interested parties
Night Shift Differential	10% for all regularly scheduled hours from 1800-0600	Same	Same
Separate Maintenance Allowance** (SMA)	None	Annual Rate varies based upon number of family members and is pro-rated based upon length of tour	Annual Rate varies based upon number of family members and is pro-rated based upon length of tour
Relocation Incentives	Up to 12.5% of annual salary for a 6-month tour; up to 25% of annual salary for a 12-month tour (includes locality pay)	Up to 12.5% of annual salary (no locality pay)	Up to 25% of annual salary (no locality pay)
Rest and Recuperation (R&R) Leave	Same as TCS	Employees who serve 6 or more months but fewer than 12 months are eligible for 1 R&R trip. Employees must serve a minimum of 60 days in country to be eligible.	Employees who sign up for 12 consecutive months are eligible for 3 R&R trips within the 12 month service period. Employees must serve a minimum of 60 days in country to be eligible.
Leave Accrual	No change to regular accrual and carryover	Employees may carry up to 360 hours (45 days) of annual leave to next leave year.	Employees may carry up to 360 hours (45 days) of annual leave to next leave year.
Nontemporary Storage (NTS) of Household Goods**	None	At government expense. NTS stops at the beginning of the second month upon return to the States.	At government expense. NTS stops at the beginning of the second month upon return to the States.
Transportation of Dependents and Shipment of Household Goods	None	At government expense	At government expense

NOTES:

* After 42 consecutive days in country, pay is retroactive to the 1st day.

** Schedule A appointments, effective approximately 90 days from the effective date of appointment.