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# BENEFITS, ENTITLEMENTS AND ALLOWANCES FOR DOD CIVILIANS DEPLOYED TO DJIBOUTI (TDY & TCS)

## **References and Guidance**

**Prepared by the Office of the Deputy Assistant Secretary of  
Defense**

**(Civilian Personnel Policy)**

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The following document is a summary of the benefits, entitlements and allowances offered to DoD civilian employees who are on a Temporary Duty (TDY) assignment or Temporary Change of Station (TCS) in Djibouti in support of the Civilian Expeditionary (CEW) program. Be advised that pay, benefits, and entitlements may vary over time. Most employees are deployed TDY to Djibouti. Consult for any reviews or updates to this document at the CEW website:

<http://www.cpms.osd.mil/expeditionary>

Please access the Department of State website for possible changes:

[http://aoprals.state.gov/Web920/location\\_action.asp?MenuHide=1&CountryCode=1175](http://aoprals.state.gov/Web920/location_action.asp?MenuHide=1&CountryCode=1175)

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**1. COMPENSATION**

Employees deployed on TDY will continue to receive the General Schedule (GS) Locality Pay, National Security Personnel System (NSPS) Local Market Supplement (LMS) or Defense Civilian Intelligence Personnel System (DCIPS) Local Market Supplement (LMS) of their permanent duty station, if applicable.

**1.a. Danger Pay Allowance**

Danger pay under this authority (DSSR 652g) is currently \$225 per month, paid on a daily basis. As this danger pay is not payable concurrently with post differential payments for locations outside Djibouti City like Camp Lemonnier, it is payable only during the first 42 days of a TDY assignment, before the employee is eligible for post differential.

**1.b. Post Hardship Differential**

**Current Rates:** Set by Dept of State: *30% for Djibouti:*

**Eligible:** *All DoD employees assigned TCS (on date of arrival at post ) to DJIBOUTI ; after 42 continuous days for those assigned TDY*

*For TDY employees post differential is payable after serving 42 cumulative days at one or more differential posts (that is, 42 days in total). Post differential for Djibouti is payable beginning on day 43 forward to the end of TDY there, with no retroactive payment. Time spent in a non-differential post will not count toward the 42 day eligibility period but it will not cause the 42-day eligibility period to restart, unless the period in the non-differential post exceeds 42 days. If the employee has met the 42-day eligibility period and travels to the U.S. en route to another non-permanent differential location, but remains in the U.S. less than 14 consecutive days and the travel in the U.S. is for the convenience of the government, then*

differential ELIGIBILITY continues BUT no differential is paid during period in U.S. Employees on TCS (Temporary Change of Station) are eligible for this differential on the date of arrival at post.

### 1.c. Separate Maintenance Allowance (SMA)

**Current Rates:** Set by the Department of State: DSSR 267.1a  
[http://aoprals.state.gov/content.asp?content\\_id=215&menu\\_id=81](http://aoprals.state.gov/content.asp?content_id=215&menu_id=81)

**Tax Status:** *Non-taxable*

**Reference(s):** *(SR 260)*

**Eligibility:** *All DoD employees assigned (TCS) to IRAQ, AFGHANISTAN, PAKISTAN and Djibouti who leave family at another location*

**What to Submit:** SF-1190 (Foreign Allowances Application, Grant, and Report)

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Only TCS employees may be eligible for a SMA; however, **if an employee is receiving Living Quarters Allowance from their home station, SMA is not payable.** *Payments are made directly to the employee and are in lieu of all other allowances and benefits for his/her dependents for as long as they remain away from post.* Employees must request a separate maintenance allowance once they arrive at post. Payment begins the first day of separation provided an 1190 is filled out. Rates vary by the number of dependents.

### 1.d. Per Diem

Only TDY employees receive the standard overseas (OCONUS) ONBASE incidental expense (IE) portion of per diem (**\$3.50 per day or \$105 per month**). The OCONUS ONBASE IE rate is scheduled to increase to \$5.00 per day on October 1, 2011. All per diem is typically paid to an employee when they return from their deployment upon settlement of a travel voucher. TCS employees are not eligible for per diem. Meals and lodging are typically provided by the government.

## **2. Benefits for Employees Deployed (TDY) from an Overseas Post**

### **2.a. Post Allowance**

If an employee is currently receiving a Post Allowance due to his/her assignment at an overseas post prior to deployment in a TDY status, once he/she leaves the country of assignment, their full Post Allowance will continue for 30 days. On the 31st day, the Post Allowance will be terminated, except for employees who have family members that remain in the country of assignment; in which case Post Allowance will still be received but the family size used to compute Post Allowance will be reduced by one member. Employees on TCS from an overseas post will lose their Post Allowance the day they commence travel to their new duty station.

### **2.b. Living Quarters Allowance (LQA)**

Employees on TDY from an overseas post will continue to receive the Living Quarters Allowance for their post of assignment **provided the employee maintains and continues to pay for his/her quarters at the post**. TCS employees will not continue to receive LQA based on their prior duty station but may receive SMA instead of LQA while deployed.

### **2.c. Non-Foreign Area Cost of Living Allowance**

If an employee is currently receiving a Non-Foreign cost of living allowance (COLA) due to his/her assignment at an overseas post prior to deployment in a TDY status, the COLA will continue while deployed. If an employee is deployed via TCS, the Non-Foreign COLA will terminate on the effective date of the transfer to the new official duty station.

## **3. Premium Pay**

Employees receive additional compensation for time worked outside of their regular shift (overtime – see below) and for time worked at night, on holidays, and on Sundays. Premium Pay is a taxable benefit. Premium Pay is computed by using Adjusted Rate of Pay (basic pay + locality pay or local market supplement).

### **3.a. Overtime**

Overtime is paid for hours authorized and worked by a civilian employee in excess of 8 hours per day or 40 hours per week. All overtime must be ordered or approved, and work must be performed. Employees are exempt from coverage of the Fair Labor Standards Act (FLSA) when all work hours in a given workweek are performed in a foreign area.

### **3.b. Night Differential**

It is computed as 10 percent of adjusted rate of pay. Paid to employee for regularly scheduled work (overtime and non-overtime) performed between 6:00 p.m. – 6:00 a.m.

### **3.c. Sunday Pay**

It is computed as 25 percent of the adjusted rate of pay. Paid to employees whose regular work schedule includes NON-overtime work on Sunday (i.e. any part of their regularly scheduled daily tour of duty occurs on a Sunday).

### **3.d. Holiday Pay**

Holiday pay is additional compensation for non-overtime work performed on a holiday designated by Federal statute or Executive Order. For each hour worked on a holiday, employees receive pay that is twice their hourly adjusted rate of pay (also referred to as double-time pay). Holiday pay is paid in addition to night pay or premium pay for Sunday work, as applicable. Holiday pay is limited to 8-hours or the hours scheduled for an employee on a compressed work schedule.

## **4. Home Leave**

Home leave is earned by service abroad for use in the United States, in the Commonwealth of Puerto Rico, or in the territories or possessions of the United States. Employees are normally eligible to use home leave after 24-months of overseas service. In most locations, employees earn 5 days of home leave per year of overseas service. Personnel TCS to Djibouti earn 15 days of home leave per year. Employees TDY to overseas duty stations other than Iraq, Afghanistan, and Pakistan do not earn home leave.

## **5. Rest and Recuperation (R&R) Travel**

*One R&R trip within 12-month service period (Djibouti)*

Employees are given opportunity for rest and recuperation in order to ensure that personnel return to the Area of Operation (AO) safely, re-energized, and mentally prepared to carry out their duties for the remainder of their tour. R&R trips must be approved by the unit commander.

- Weekends or non-duty workdays count toward the 21 calendar days limitation on R&R leave trips but are not charged to authorized paid time off entitlements (e.g. annual leave, compensatory time, Home Leave (if eligible), time off awards, etc).

## **6. Travel requirements from Djibouti and other locations within the USAFRICOM AOR**

- a. R&R participants from these locations will travel via commercial air from the commercial airport closest to their duty location to their final leave destinations.
- c. Passengers with OCONUS destinations will travel via commercial air from the commercial airport closest to their duty location to the OCONUS leave address.
- d. US Army Africa will provide prior approval and authorize ticketing by CTO for these flights.

## **7. Medical Care**

Injured DoD employees are entitled to emergency and routine medical care in military treatment facilities (MTFs) while in Djibouti at no cost to the employee at the same level provided to military personnel.