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General CEW FAQs:

1. *What is the difference between Department of Defense (DoD) Civilian Expeditionary Workforce (CEW) missions and Department of the Army (DA) deployments?*

The DoD Civilian Expeditionary Workforce is a subset of the DoD civilian workforce that is to be organized, trained, cleared, and ready in a manner that facilitates the use of their capabilities either in a temporary reassignment and/or duty status or to stay in place overseas to support the DoD mission. DoD CEW missions are Joint Task Force (JTF) positions identified specifically by DoD and staffed by DoD in support of a contingency operation overseas. Department of the Army (DA) deployment positions are identified as JTF requirements for the Army to fill, also in support of contingency operations. DA has adopted the CEW acronym for its contingency operations missions to be filled by DA Civilians. There is no difference between a DoD and DA CEW mission from the standpoint of benefits, pay, and other rights and privileges afforded the deploying civilian, with the exception of incentive bonuses which some Army organizations afford to deploying Civilians for hard to fill positions. When referencing CEW in the context of DA Civilians, DA is referencing all deployed DA Civilians and issues/policies related to these civilians. All DA Civilians who deploy are considered part of the CEW and are governed by DoD Directive 1404.10.

2. *How do I apply for a CEW job or opportunity?*

Volunteers may apply for deployment opportunities on the CPOL CEW webpage at <http://cpol.army.mil/library/mobil/webforms/index-Army.html>. Volunteers must obtain endorsements from their supervisor and ACOM commander or designee, prior to being considered for a Department of the Army CEW Joint position. Selections may take up to three months or longer.

3. *What types of positions are available?*

There are a wide variety of deployment opportunities ranging from administrative assistants to electrical engineers. The precise job opportunities vary depending on mission requirements.

4. *If I accept a CEW position (any position where I have to deploy, not just DoD Joint Task Force CEW missions), do I have return rights back to my original organization?*

Yes, per Department of Defense Directive 1404.10. "Those who are reassigned from their normal position to serve expeditionary requirements will be granted the right to return to the positions they held prior to their deployment or to a position of similar grade, level, and responsibility within the same local organization, regardless of the length of deployment. There shall be no retaliation because of an employee's expression of interest in serving an expeditionary requirement or because of such service. This includes threats or denial of rights to return to pre-deployment positions, promotions, training opportunities, or other career enhancing opportunities." [Also review the Assistant Secretary of Defense Memorandum dated 2 Dec 2013.](#)

5. *I am a Reservist and would like to deploy, what must I do?*

Active Reservists are not eligible to deploy as a civilian until they have contacted their unit and are approved and placed in an inactive status or inactive ready reserve, and have no mobilization status.

6. *What is Automated Nature of Action (AutoNOA)? How do I get access?*

AutoNOA is a system that tracks and reports deployed Civilian employees in the Deployment Tracker tool and provides their names to a point of contact within the Civilian Expeditionary Workforce Branch. AutoNOA imports personnel actions for deployment from the Defense Civilian Personnel Data System (DCPDS). All Army organizations will start using this tool to track all of its deployed Civilian employees immediately. The points of contact provided from each organization will be identified as authorized users. If points of contact listings require updating or organizational access is required, please contact Ms. Denetris Winston, (703) 806-3885, DSN 656-3885, and Ms. Baraka Byrd, (703) 806-3967, DSN 656-3967.

7. *Where are the majority of the CEW assignments located?*

The assignments are in support of CENTCOM missions overseas and stateside. At this time, the majority of the positions are located in Afghanistan, Kuwait, and Qatar; however opportunities may arise in other location in response to mission requirements. [Please refer to the CENTCOM Country brief to learn more about each country. To learn more about our Coalition Partners, please refer to the CENTCOM Coalition Partners page \(CENTCOM Coalition\).](#)

8. *Which occupational series are deemed critical or in high demand?*

Our U.S. Central Command CEW Program Office counterparts and this HQDA CEW Branch recruit according to mission requirements. But a wide range of professional, scientific, administrative, and highly technical positions to deploy are recruited to support the Warfighter.

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Medical FAQs:

1. What type of medical examinations or clearances must I have before deploying?

All Department of the Army deployers participating in the Civilian Expeditionary Workforce (CEW) under US CENTCOM area of responsibility will be medically cleared for the deployment. These examinations will determine your medical, psychological, and physical fitness for deployment in accordance with the USCENTCOM INDIVIDUAL PROTECTION AND INDIVIDUAL-UNIT DEPLOYMENT POLICY, Modification 12; commonly referred to as "[MOD 12](#)" and "[MOD 12-Tab A](#)." All medical, dental, vision, and hearing examinations, lab tests/results and immunizations must occur and be completed within 90 calendar days of the deployment report date. Imperative to take action to schedule appointments if you are within the 90 day window. This is the most time intensive requirement of pre-deployment. ***Without being medically cleared you cannot deploy.*** You will need to also initiate an online medical assessment that will be finalized during your final medical exam at your pre-deployment training site, Camp Atterbury. The [Pre-Deployment Health Assessment DD Form 2795](https://rc.mods.army.mil/MHA/default.aspx) (<https://rc.mods.army.mil/MHA/default.aspx>) is located on Army Knowledge Online (AKO) website. Please utilize your CAC card to login (email certificate).

2. What is the Deployment Health Assessment Program?

The Deployment Health Assessment Program (DHAP) is a Department of Defense health program designed to address deployment-related physical and behavioral health needs and concerns of Soldiers and Department of Army (DA) Civilians within the deployment cycle. All Soldiers and DA Civilians who have served outside the continental United States (OCONUS) for 30 days or more to a location with a non-fixed medical treatment facility (MTF) are eligible to participate in the DHAP. The program is conducted in three phases, Pre (30-60 days before deployment), Post (NLT 30 days upon returning), and Reassessment (90-180 days after redeployment). The assessments are generally administered at the deploying member's home installation on either a walk-in or appointment basis at their local MTF. Individuals should contact their home Deployment agency G-1 or other command staff personnel for information concerning how Deployment Health Assessments (DHA) are executed. DHAs exist so deploying personnel can take proactive steps to protect their health. These medical assessments provide snapshots of behavioral and physical health during the deployment cycle, which can help should injuries or health concerns arise in the future. For further information please refer to the Deployment Health Clinic Center's hyperlinked brief, "[Pre- and Post-Deployment Health Assessment Process](#)."

3. What if I require any kind of medical care while in theater?

Civilians requiring treatment while deployed are eligible for medical evacuation and healthcare treatment and services in Military Treatment Facilities (MTF). Such treatment will be at the same level and scope as provided to military members and will be at no cost to the employee. Civilians may be entitled to medical and disability benefits under the Federal Employees' Compensation Act (FECA). If not covered by the FECA, civilian medical coverage is subject to provisions of the health insurance provider.

Illnesses/diseases (heart attack, stroke, cancer, skin disease, psychiatric illness, etc.) require persuasive

medical rationale that the claimed medical condition was caused by employment factors. Simply being at work or in a theater of operations when a medical condition arises does not constitute a factor of employment (e.g. having a heart attack while sitting at a computer in an air conditioned office building would not be covered by the FECA – unless some factor of employment that precipitated the heart attack occurred).

Upon return from theater, DoD civilian employees who were treated in theater continue to be eligible for treatment in an MTF until their condition is stabilized or they choose to be treated at a civilian medical facility, if they have filed a claim for FECA benefits and it has been accepted by the Office of Workers' Compensation Program (OWCP).

DoD civilian employees are also eligible for treatment in an MTF or a civilian medical facility if a medical condition (caused by employment factors while deployed) surfaces after they return from deployment. Medical costs are paid by OWCP if the claim for FECA benefits is approved by OWCP.

Civilians will not be charged personal leave while undergoing therapy and/or rehabilitation due to a combat, combat support, duty related or non-duty related injury incurred during deployment after they return from deployment.

4. Do I have to complete the screening for my Post-Deployment Health Reassessment (PDHRA) at an Army Military Treatment Facility (MTF)?

No, the face-to-face screening portion of the PDRHA may be completed at any MTF regardless of service affiliation, per Department of Defense Directive 1404.10 and Department of Defense Instruction 6490.03 guidance (see the CEW main page for links to these documents).

5. Do I need to have a will or power of attorney?

It is not mandatory for you to have a will or power of attorney. However, you will likely be deploying to a combat environment, so it is recommended that you have an updated copy of each document prior to deploying.

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Pay and Benefits FAQs:

1. What kinds of premium pay will I earn?

Premium pay includes overtime/comp time, post or night differential, Sunday and holiday premium pay governed by 5 CFR 550. Your job and mission requirements, as identified by your theater supervisor, will dictate whether or not you will be expected to work overtime, Sunday, or holiday hours and therefore will dictate whether or not you will earn premium pay.

2. What other types of pay benefits will I receive?

Danger Pay: Determined by the State Department; begins on the day of arrival in country; currently

35% for Afghanistan and 10% for Kuwait; rates may vary depending upon duty location.

Post differential: Determined by the State Department; TDY retroactive to the first day after serving 42 consecutive days OCONUS (Kuwait, Iraq and Afghanistan; for other locations see the State Department website); TCS begins on date of arrival in country; currently 35% for Afghanistan.

Hazardous Duty Pay: Hazardous Duty is applicable only when an employee is working on a site which has been identified by the Command's safety office as meeting the regulatory standards.

You may also be eligible for a recruitment or relocation incentive. This will be dictated by your hiring agency and you should contact your servicing Human Resources Specialist for more details.

3. What is the Biweekly Premium Pay Limitation (BPL) and Annual Premium Pay Limitation (APL)?

Biweekly Premium Pay Limitation is the limit on pay a federal employee can earn on a biweekly basis and is set at GS15, step 10 rate for your employing locality when in support of emergency or contingency operations, you are eligible to have the BPL lifted to the Annual Limit for CY 2013 (USD memo dated 30 April 2013). Annual Premium Pay Limitation is the limit on pay a federal employee can earn in a given calendar year and is set at GS15, step 10 rate for your employing locality or EX-V, whichever is greater. The annual limitation for CY 2013 was \$230,700.00. This limitation ONLY applies to the amount of base pay, plus locality pay and premium pay. Premium pay includes: the dollar value of compensatory time, overtime, Sunday and holiday pay. After completion of 42 consecutive days in a CENTCOM, footnote "n" post, only certain employees are eligible to have the APL waived for CY 2016 (USD memo dated 23 May 2016). If you do not fall under the auspice of certain employee's the calendar amount cannot be waived (USD memo dated 30 April 2013); it is a statutory limitation. If your payments in a calendar year exceed this amount, you are indebted to the federal government and will receive a debt letter, as you would with any other overpayment.

4. Is my pay excluded from being taxed?

All salary earned by Department of the Army (DA) Civilians during a deployment is subject to income tax (unlike military personnel). There have been several attempts to have legislation passed on this matter, but none have been successful.

5. How do I calculate overtime when traveling into theater?

Overtime is not accrued when traveling into theater. Travel compensation time is earned when traveling into theater for deployment and returning on reintegration. For additional information see the Office of Personnel Management's Compensatory Time Off for Travel guidance at [OPM Time Off for Travel](#). Travel Compensatory Time is authorized for required TDY trips for mission required travel. Travel Compensatory Time is NOT authorized to be earned for R&R's taken.

6. How long is travel compensation time earned during deployment travel and reintegration travel valid (last on the book)?

After earning compensatory time off, the employee must use their accrued compensatory time off

for travel by the end of the 26th pay period. Unused Travel Compensatory balances will be forfeited after 26 pay periods. There is an exigency policy to authorize not to exceed date be extended up to an additional 26 pay periods. Employees must monitor their LES and contact their deploying station's CSR to have this extended by the payroll office.

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Leave and R&R FAQs:

1. How many R&R trips will I be authorized?

Employees assigned to Iraq or Afghanistan who serve more than 6 months but less than 12 months are eligible for 1 R&R trip not to exceed 10 workdays of excused absence. Employees who sign up for 12 consecutive months are eligible up to 3 R&R trips, each not to exceed 10 workdays of excused absence and all combined NTE 20 workdays. Must be taken at reasonable intervals (60 days or more). See the ARCENT R&R policy found on the CEW main page for more detailed information. Employees assigned to Kuwait or Qatar more than 6 months, but less than 18 months are eligible for 1 R&R trip and 2 R&R trips for 18 months.

2. What is Home Leave?

Home Leave is leave earned independently of your annual leave. Home Leave is earned at the rate of 15 days after completion of 12 continuous months. If you are on a TCS assignment, you will automatically earn Home Leave. If you are on a TDY assignment, you must be on a 1 year tour at an approved overseas location to earn Home Leave. You must have served 24 consecutive months in a foreign location or served 12 consecutive months in Afghanistan since 15 June 2006 to be eligible to use Home Leave. Home leave must be used in the U.S. or its territories and you must be returning to an overseas location. It cannot be liquidated as cash payment but has no time limit.

3. How is leave accrued while deployed?

Annual leave is accrued at the normal rate with a ceiling for TDY and TCS assignments to an overseas location of 360 hours for the calendar year.

4. I am returning from deployment, what is the Army's policy for Administrative (Excused) Leave for redeploying DA Civilians?

Army does not have a formal Administrative Leave policy for redeploying Department of the Army (DA) Civilians; however, it is important to ensure DA Civilians are properly reintegrated into the workplace upon returning from deployment. Administrative Leave is discretionary and an organizations Commander may authorize up to three (3) days administrative (excused) leave (paid leave) for this purpose. Paid leave greater than three days is authorized under other provisions, e.g., Time-off award.

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Pre-Deployment Training

1. What is TSIRT?

CENTCOM Theater Specific Individual Requirement Training (TSIRT) covers topics and issues associated with deployments to specific areas of operation (AO). Some of the training is standard regardless of the deployment location while other requirements differ depending on the destination area of operation. TSIRT only applies to personnel deploying to the CENTCOM AOR (e.g., Afghanistan).

2. What are the TSIRT requirements?

TSIRT requirements include a combination of online training and classroom training. To avoid delaying deployment, it is advised that the online requirements be completed prior to reporting to the deployment processing center. The requirements can be found in the Department of the Army Personnel Policy Guidance for Overseas Contingency Operations (linked here: [PPG](#)); as detailed in the Pre-Validation checklist (linked here: [TSIRT Requirements](#)).

3. How long is TSIRT valid?

TSIRT is valid for twelve (12) months and must be completed prior to deployment.

4. What about deployments to other areas of operation?

Deployments to other overseas locations do require specific training requirements. Some of the training requirements are the same as those for deployments to the CENTCOM AO. Information regarding the specific requirements for all overseas locations that require this training can be found at the Army Training Network (ATN) website (linked here: [ATN](#); or here: <https://atiam.train.army.mil/soldierPortal>). This is a CAC-enabled website and will require navigation of the various menu options to locate the specific information needed.

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Other Deployment-Specific FAQs:

1. How long are deployments?

This depends on mission requirements and the hiring organization. Typically, no deployment is scheduled to be fewer than 30 days or exceed 13 months. The majority of individual deployment tours are between 6 and 12 months in length. The job announcement should provide more detailed information regarding the length of your deployment.

2. How many consecutive years can a Department of the Army Civilian deploy?

A DA Civilian can deploy for a maximum of 2 consecutive years before being required to have 90 days

of reintegration and/or reconstitution, per DoDD 1404.10 guidance. If an employee deploys for less than 2 consecutive years, this requirement does not apply.

For example, if an employee deploys for 2 consecutive years and wants to deploy again, he/she must wait 90 days before deploying for another tour (to the same position or a different position). If an employee has completed an 18 month deployment and has been hired to deploy against a different position, he/she does not have to wait 90 days in between deployments.

This guidance applies to all deploying Civilians, regardless of their circumstances (e.g., TERM appointment, DA Civilian, other government employee, etc.).

3. What hours will I be expected to work?

This varies depending on your specific mission. The workweek and hours of duty are set by the theater Commander or theater supervisor. Often, overtime hours and weekend hours are expected and you will be compensated for these hours accordingly. To learn more about your specific hours while deployed you should contact your servicing Human Resources Specialist.

4. Where will I deploy from?

Currently Department of Army (DA) Civilian Expeditionary Workforce (CEW) deployees currently deploy out of Camp Atterbury, IN (CAIN) and the CONUS Replacement Center (CRC) located at Ft. Bliss, TX when authorized.

5. How do I obtain my deployment orders?

This would depend on your deploying organization. Orders will be prepared by the parent organization if the Department of the Army (DA) Civilian is deploying to support a DoD CEW requirement unless the employee is a new employee (TERM appointee), in which case, the orders will be prepared by the hiring organization.

6. What can I bring with me on deployment?

This varies depending on the specific location to which you will be deploying and your specific mission requirements and expectations. You will likely be allowed to bring some personal items, but you should contact your servicing Human Resources Specialist, hiring official, or supervisor for more details.

7. Will I be able to call or email home while deployed?

The availability of these types of amenities will be dictated by your location and mission requirements. Many forward deployed locations have these amenities available through the Morale, Welfare, and Recreation (MWR) services, but you should contact your servicing Human Resources Specialist, hiring official, or theater sponsor/supervisor for more specific information.

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TDY vs. TCS FAQs:

1. What is the difference between TCS and TDY assignments?

A Temporary Change of Station (TCS) means the relocation to a new official station for a temporary period while performing a long-term assignment, and subsequent return to the previous official station upon completion of that assignment.

A Temporary Duty (TDY) location is a place, away from an employee's official station, where the employee is authorized to travel.

2. What is the difference in pay and entitlements for TCS and TDY assignments?

If you are on a TCS assignment, you are authorized Non-Temporary Storage (NTS) of household goods and may be authorized Separate Maintenance Allowance (SMA). You are also authorized all other pay benefits as if you were on a TDY assignment except you are not authorized locality pay. This will impact the amount you can earn with special pay benefits such as Danger pay, Hazardous Duty pay, Post Differential pay, and Relocation/Recruitment incentives: these pay benefits will be computed using ONLY your base pay.

If you are on a TDY assignment, you are NOT authorized SMA or NTS of household goods. You are authorized all other pay benefits. If you are on a TDY assignment, you are authorized locality pay. This will impact the amount you can earn with special pay benefits such as Danger Pay, Hazardous Duty Pay, Post Differential pay and Relocation/Recruitment incentives: these pay benefits will be computed using your base pay AND locality pay.

3. Will I be able to have my household goods stored at government expense while deployed?

If you are on a TCS assignment, you will be authorized Non-Temporary Storage (NTS) of household goods while deployed. This benefit will stop at the beginning of the second month upon your return from your deployment. If you are on a TDY assignment, you are not authorized NTS of household goods.

4. Will I be authorized Separate Maintenance Allowance (SMA)?

You will be eligible for SMA ONLY if you are on a TCS assignment and meet the established criteria for SMA. If you are on a TDY assignment, you will not be eligible for SMA. For details on SMA, see the corresponding State Department website linked here: [State Department SMA](#).

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Issued Equipment FAQs:

1. Will I be issued a weapon?

Most Department of Army (DA) Civilians are not issued a weapon. Combatant Commanders or Task

Force Commanders will determine if circumstances warrant the issuance of weapons to civilians. For further information, contact your servicing Human Resources Specialist or hiring official or confer to US CENTCOM CEW offer letter/email where it will detail if the position requires an arming packet.

2. What kind of equipment will I be issued?

You will be issued whatever equipment is essential for the performance of your job and the safe completion of your mission. Department of Army (DA) Civilians are authorized to be issued military uniforms and protective equipment. Some Commands may have their own uniforms or different requirements so it is best to inquire with your servicing Human Resources Specialist or supervisor regarding uniform and equipment details. All DA Civilians are also provided with individual body armor (IBA) and corresponding helmets for protection purposes.

If you have any additional questions, comments, or concerns, please contact us at usarmy.belvoir.ag1cp.mbx.cew-branch@mail.mil

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