



DEPARTMENT OF THE NAVY
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From: Director, Military Personnel Plans and Policy (N13)
To: Assistant Commander, Navy Personnel Command for Career Management (PERS 4)

Subj: POLICY DECISION MEMORANDUM 001-22: DETAILING MARKETPLACE
INCENTIVE PAY PROGRAM

Ref: (a) 37 U.S.C. § 352
(b) DOD Instruction 1340.26 of 11 June 2019
(c) DOD Instruction 1315.18 of 24 January 2019
(d) DODFMR, Vol. 7A, 1 April 2021
(e) ASN (M&RA) memo of 3 Dec 21
(f) MILPERSMAN 1300 Series

Encl: (1) Detailing Marketplace Incentive Pay NAVPERS 1070/613 Remarks

1. Purpose. To provide comprehensive policy and guidance for the management, administration and execution of the Detailing Marketplace Incentive Pay (DMIP) program in line with references (a) through (f). This policy is effective as of the date issued and will remain in effect until superseded or modified by a subsequent policy memorandum, instruction or message.

2. Background. Sea duty is viewed as particularly arduous for certain ratings, pay grades and skills. In order to mitigate longer sea duty rotations, the Navy is implementing the Detailing Marketplace Assignment Policy (DMAP) as an augment to the current sea-shore flow program. While career sea pay and career sea pay premium incentivize Sailors to go to sea, stay at sea and return to sea, some enlisted ratings, pay grades, and skills in these billets continuously remain undermanned. In an effort to improve sea duty manning in a select number of sea duty intensive ratings, DMIP was established under the existing assignment incentive pay (AIP) statutory authority, reference (a), to target those enlisted ratings, pay grades and skills with the most severe at-sea manning challenges.

3. Responsibilities

a. In line with references (b) through (e), Director, Military Personnel Plans and Policy (OPNAV N13), under the direction of the Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (N1), was delegated the authority to manage DMIP.

b. The Head of the Military Pay and Compensation Policy Branch (OPNAV N130) is responsible for ensuring DMIP program implementation is conducted in accordance with this policy decision memorandum (PDM) and all other existing Department of Defense governing directives. OPNAV N130 will make recommendations on matters pertaining to DMIP policy

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and forward emergent needs for interim changes to OPNAV N13 for review/approval. OPNAV N130 will approve updates to rating eligibility, compensation level and maintain responsibility for the eligibility chart.

c. The Director, Enlisted Distribution Division (PERS-40), under the direction of Commander, Navy Personnel Command, is responsible for the overall administration and execution of DMIP in accordance with this PDM. PERS-40 is delegated the authority to make final approval or disapproval decisions on all DMIP requests.

d. Commands must immediately notify PERS-40DD in writing in any event an attached Sailor becomes ineligible for DMIP for any reason. These reasons include, but are not limited to reduction in rate, commissioning, Navy enlisted classification (NEC) removal, failure to complete required schooling, transfer to a non-DMIP eligible billet or command, terminal leave, separation, limited and/or light duty resulting temporary assignment ashore etc. This is imperative so as not to put the Sailor in an overpaid status requiring recoupment.

4. Policy. DMIP is governed by the AIP authority contained in reference (a). Although similar to the sea duty incentive program (SDIP), DMIP is a separate program approved by Assistant Secretary of the Navy (Manpower and Reserve Affairs), reference (e). Under DMIP, all existing pay, personnel, assignment and distribution policies remain applicable except where otherwise stated in this PDM and/or subsequent OPNAV N13 guidance.

a. Designated ratings, pay grades and skills will be eligible to earn DMIP when they serve on consecutive sea duty assignments in accordance with the following guidelines:

(1) DMAP qualified Sailors in sea intensive ratings who continue a minimum of three years of sea service beyond their initial four-year sea duty commitment (type 2/4 sea duty).

(2) Sailors must serve in a DMAP approved sea duty billet aboard a ship, submarine, or aviation squadron. Sailors serving in DMAP approved deployable staff billets may qualify for DMIP at a reduced rate.

(3) DMIP rates will vary by skill, type of duty and location. Payment will be made in monthly installments.

b. In coordination with PERS-40, N130 will approve DMIP compensation level and skill set eligibility.

c. Any exceptions to the DMIP policy must be approved by OPNAV N13.

5. Eligibility. DMIP eligible billets are determined according to the below-listed criteria.

a. DMIP is limited to Active Component personnel serving in enlisted communities specified by the DMAP program for assignments at sea. Reserve Component members and Sailors not inducted into the DMAP program are ineligible for DMIP.

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b. To be eligible for DMIP, a Sailor must:

(1) Be serving in or selected for advancement (including members who are frocked) to one of the eligible ratings and pay grades designated by OPNAV N13. Subsequent changes in eligible ratings, pay grades, skills and monthly DMIP rates will be posted on the myNavy HR website: <https://www.mynavyhr.navy.mil/> under “References,” “Pay & Benefits,” and “N130” section.

(a) If a DMIP assignment requires a specific NEC qualification, a Sailor must possess the NEC and be current in qualifications required for NEC currency. Sailors can obtain the required DMIP eligible NEC in route to their new permanent duty station or prior to detaching their current duty station.

(b) Any questions regarding eligibility regarding NECs or qualifications in route should be directed to PERS-40DD.

(2) Must have completed a minimum of four consecutive years of sea duty and commit to a minimum of three additional years at sea (type 2/4 duty). Eligible Sailors must commit to enough time to serve a full three year sea tour after completion of any required schools following the initial four year sea tour. Waivers for less than a full three year sea tour will not be entertained.

(3) Be eligible for operational duty in accordance with reference (f) and meet all other personnel, assignment and distribution policy requirements not modified by DMIP policy.

(4) Sailors on a high-year tenure waiver are eligible for DMIP.

(5) Meet any additional eligibility criteria as prescribed by OPNAV N13.

c. Sailors who are advanced to the next paygrade remain eligible for DMIP and payments will continue as long as the member is serving in the same DMIP eligible billet or an authorized DMIP billet at next higher paygrade. If a Sailor with DMAP orders is promoted to an ineligible paygrade prior to execution of DMAP orders, those orders may be cancelled and the Sailor will renegotiate for a different assignment. The affected Sailor or command must notify PERS-40 and rating detailer immediately.

d. If prior to the completion of a DMIP assignment, a unit undergoes decommissioning, a home port change or some other circumstance, resulting in the Sailor no longer being considered on sea duty or if a billet assignment for which a Sailor is receiving DMIP becomes unfunded, the affected Sailor may be reassigned to an eligible command for the remainder of their DMIP contract.

e. DMIP compensation rates will not normally be altered for a Sailor who has moved to another geographic location during the course of an executed DMIP authorized assignment but will be taken under consideration. It is not standard practice for the Navy to adjust the DMIP compensation rate for a Sailor once orders are executed.

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f. DMIP is not payable to any Sailor who is also receiving AIP or have received a lump sum SDIP payment for any overlapping period of service. However, they may receive other incentives for which they are eligible (e.g., Selective Retention Bonus, Overseas Tour Extension Incentive Program payment, Advancement to Position, etc.).

6. Approval Process. Except where otherwise modified by DMIP policy, detailers will use existing personnel, assignment and distribution policies when assigning Sailors to DMIP-authorized billets. DMIP approval will occur as follows:

a. Upon considering a Sailor for a DMIP-authorized assignment, rating detailers will consult PERS-40DD for approval to ensure the Sailor meets all requirements of the assignment prior to assigning the orders. Once approved, orders will be assigned. In accordance with reference (a) the following actions must be taken:

(1) Rating detailers will ensure that permanent orders include the terms of the DMIP agreement. These terms will include, at a minimum, the period or length of the assignment for which DMIP is paid and the monthly DMIP rate in accordance with the DMIP eligibility chart. Note: Once a Sailor has an approved DMIP contract their monthly compensation rate is locked in and will not be altered per the contract agreement, even if the rates on the eligibility chart change.

(2) The Sailor must sign an acknowledgement NAVPERS 1070/613 (page 13) witnessed by the command career counselor (CCC) or administrative professional within 30 days of receipt of permanent orders and forward a copy to PERS-40DD at MILL_SDIP@navy.mil via their CCC. Although DMIP is to be authorized, retroactive payment processing will not begin until an appropriately signed page 13 is received by PERS-40. Detaching commands must ensure full compliance with this policy prior to processing an activity loss for a Sailor transferring to a DMIP-authorized assignment.

(3) Commands, via local Personnel Support Detachment or Transaction Service Center, will ensure the signed original page 13 is uploaded into the member's Electronic Service Record.

(4) Commands must notify PERS-40DD if the member becomes ineligible for DMIP assignment for any reason (i.e., failure to obligate for orders, reduction in rate, NEC removal, light limited duty assignment, etc.).

b. A Sailor whose orders were cancelled or modified through no fault of their own, may be given an additional opportunity to negotiate for another DMIP authorized assignment. Once a modification or cancellation occurs, the Sailor must immediately communicate this to PERS-40DD to begin negotiation for alternative DMIP eligible billets.

7. Payment. DMIP payments will be made in monthly installments at the rate prescribed by the DMIP eligibility chart and the following:

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a. PERS-40DD will initiate all DMIP payment transactions. Upon the Sailor's arrival to the ultimate duty station, the gaining command will notify PERS-40DD of the official report date and request for the DMIP payment to be started.

b. Once the Sailor detaches the command upon completion of the assigned orders, a system generated "stop" transaction will automatically terminate the DMIP payments following the posting of an activity loss.

c. DMIP will be paid pro-rata according to the member's assignment to a valid DMIP-authorized billet. Payment will commence on the report date to the permanent duty station and terminate on the date the Sailor detached the command or removed from the assignment.

(1) DMIP will be paid during periods of authorized leave and all other temporary assignments or detachments while assigned to the permanent duty station.

(2) DMIP will not be paid during terminal leave, SkillBridge and or all detachments from the permanent duty station in connection with separation, retirement or transfer to inactive duty.

(3) DMIP will not be paid during periods of limited and/or light duty that result in temporary assignment ashore. It will restart upon return to a qualifying sea duty billet.

d. DMIP is a taxable incentive pay, but may be subject to exemptions based on the provisions of chapter 44 of reference (d).

e. Contributions to Thrift Savings Plan may be made with DMIP payments.

8. Payment and Recoupment

a. All unearned payments, to include excess or erroneous payments, will be recouped in accordance with Title 37 U.S.C. Code Section 373. In this context, recoupment would only apply to past unearned or erroneous payments and payments made as a condition for service to be performed at a future date that can no longer be performed by the Sailor. It will not apply to prior faithful service performed as a portion of a DMIP authorized assignment.

b. DMIP is not authorized under the following conditions:

(1) Sailors will not be detailed under DMAP to an unfunded billet. If a billet becomes unfunded after a member has reported, they will continue to receive DMIP.

(2) The billet for which a Sailor is receiving DMIP is no longer considered sea duty for rotational purposes. The affected Sailor has the option to complete the remainder of the DMIP term at a different, eligible command in order to continue to earn DMIP.

(3) The Sailor is participating in a program (i.e. selected for an officer program, special screening, etc.), in which they no longer serve in the designated DMIP billet.

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(4) Unable to serve in the DMIP approved assignment for a medical condition resulting in reassignment to limited duty.

(5) Disability resulting from misconduct, willful neglect or incurred during a period of unauthorized absence.

(6) Removal from the DMIP assignment for cause, including misconduct.

(7) Separation for cause, including misconduct.

(8) Separation by reason of failure to maintain physical readiness.

c. OPNAV N130 is the approval authority for all recoupment determinations.

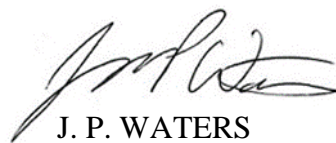
d. In accordance with applicable recoupment policies, recoupment will usually not be pursued if a Sailor becomes ineligible for DMIP for any of the following reasons:

(1) Incurs an injury or illness resulting in a disability discharge, not the result of misconduct or willful neglect and not during a period of unauthorized absence.

(2) Receives a sole-survivor discharge.

(3) Where the Secretary of the Navy determines repayment would be against equity and good conscience or contrary to the best interests of the United States.

9. Evaluating Program Effectiveness. The DMIP program will continuously target specific ratings/skills and pay grades necessary to address emergent sea duty challenges. The Navy will provide a complete analysis with a recommendation for DMIP continuation/termination, which includes number of members eligible and serving under DMIP, the compensation offered and any other specific program parameters deemed appropriate to quantify and qualify the DMIP program. This update shall be provided annually, in line with the annual recertification memo. Program effectiveness will be reviewed every two months by PERS-40DD and OPNAV N130. If adjustments to eligibility or compensation level are made, these levels will normally not be adjusted for at least six months to allow for proper analysis.



J. P. WATERS
Rear Admiral, U.S. Navy

Copy to:
OPNAV (N10, N12, N130)
COMNAVPERSCOM (PERS-3, PERS-40, BUPERS-32)
COMUSFLTFORCOM (N1)
COMPACFLT (N1)

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I acknowledge receipt of BUPERS orders: (BUPERS order number and or date time group number) which authorizes me to receive a monthly payment of (monthly rate stated in orders or Detailing Market Incentive Pay eligibility chart) for the full term of my assignment to the specified ultimate duty station.

I understand that DMIP payments are fully dependent upon my continuous qualification for the assignment I intend to undertake and the provisions of the DMIP policy decision memorandum (PDM). I agree to all of the terms of the aforementioned BUPERS orders and will comply with all regulations governing the DMIP program. DMIP compensation rates will not normally be altered if moved to another geographic location during the course of an executed DMIP authorized assignment, but will be taken under consideration.

If those orders are involuntarily changed (i.e. operational hold, diversion, cross-deck), I have the option to cancel any obligation (extension or reenlistment) I may have made to meet the requirements of the originally negotiated orders. I understand that such an involuntary change must be approved by the actual Fleet N1 (Senior Executive Service) before it will be effective.

In the event I am no longer deemed qualified for the assignment for which I am being paid, I will immediately notify PERS-40DD through my appropriate chain of command. I understand that DMIP payments will stop once I am no longer qualified and all unearned payments will be recouped by the government. This may be a permanent or temporary stop depending on the specific circumstances.

If I am no longer serving in a sea duty (Type 2, Type 4) billet I will no longer receive DMIP and any unearned DMIP will be subject to recoupment. It is my responsibility to communicate any such reassignments to PERS-40DD.