



## Bereavement Leave Fact Sheet

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### BLUF

The Navy implemented a bereavement leave program that entitles Sailors whose spouse or child dies to take 14 days of non-chargeable bereavement leave if the member has less than 30 days of leave accrued.

### Who needs to know?

- All Active Component (Active Duty, Training and Administration of the Reserves)
- Reserve Component members who perform full-time active duties or who are performing duty under a call to order to active service for more than 12 months consecutively
- Triads, Chiefs, CPPAs

### What you need to know – key points

- The Navy knows the loss of a family member can devastate a Sailor and impact their ability to work.
- This policy is meant to grant Sailors time away from their duties to work through an immediate family crisis and to resolve family affairs before returning to duty.
- Bereavement leave is 14 consecutive days of non-chargeable leave granted to Sailors who experience the death of their spouse or child.
- A MILPERSMAN article will be released at a later date.

### Sample POD/POW Note

- BEREAVEMENT LEAVE PROGRAM – NAVADMIN 091/23 authorizes 14 consecutive days of non-chargeable leave granted to Sailors who experience the death of their spouse or child. This policy is retroactive for Sailors who have experienced such a loss since June 25, 2022. See the NAVADMIN or talk to your CPPA for more details.



View NAVADMIN 091/23

### FAQ

#### Q. What is bereavement leave?

A. Bereavement leave is 14 consecutive days of non-chargeable leave granted to Sailors who experience the death of their spouse or child.

#### Q. Who is eligible to take bereavement leave?

A. NAVADMIN 091/23 applies to all Active Component (AC) members, Reserve Component (RC) members who perform Full-time active duties for longer than 12 months consecutively, and RC members performing duty under a call or order to active service for more than 12 months consecutively who experienced the death of their spouse or child since June 25, 2022.

#### Q. What if I experience the death of my spouse or child and have more than 30 leave days accrued?

A. A Sailor whose spouse or child dies and has more than 30 days of ordinary leave accrued on the date of death is not eligible for bereavement leave until the leave balance is less than 30 days. In such a case, the command may authorize emergency leave for the member. If the Sailors' leave balance becomes less than 30 days, then command leave administrators should ensure any additional leave is considered non-chargeable bereavement leave.



**Q. When can a Sailor take bereavement leave?**

**A.** A Sailor is eligible to take bereavement leave beginning the day of the death of the child or spouse and must end no later than 14 consecutive days after the funeral, burial, or memorial service.

**Q. What if the Sailor is deployed or serving OCONUS?**

**A.** The Sailor's commanding officer may extend the bereavement period if the Sailor is deployed or on a tour of duty outside the continental U.S. that is either unaccompanied or dependent-restricted.

**Q. Can I combine bereavement leave with other leave?**

**A.** Yes. Bereavement leave may be taken in combination with other types of leave, such as emergency, ordinary, advance, and convalescent leave.

**Q. Can bereavement leave be retroactively granted?**

**A.** Yes. Members who are otherwise eligible for bereavement leave, whose spouse or child died between June 25, 2022, and the date of this NAVADMIN release, and who took ordinary, advance, or emergency leave in connection with such death may request to have leave restored, except if members have separated or retired from active service. See NAVADMIN 091/23 for details.

**Q. Can I take emergency leave instead of or in addition to bereavement leave?**

**A.** In most circumstances, yes. Commanding officers may authorize up to 30 days of emergency leave per the DoD Instruction 1327.06, Leave and Liberty. A Sailor may want to take emergency leave instead of, or in addition to, bereavement leave in some cases, such as if a Sailor's spouse or child is seriously ill but has not died or if the Sailor has more than 30 days of leave accrued and is not yet eligible for bereavement leave.