

MILPERSMAN 1306-141

VOLUNTARY SEA DUTY PROGRAM

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References	(a) OPNAVINST 6000.1 (b) CNO ltr 7220 Ser N13/067 of 26 Apr 13 (PDM 008-13 Sea Duty Incentive Pay Program) (NOTAL)
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1. **Policy**. The Voluntary Sea Duty Program (VSDP) is a voluntary program that encourages Sailors from all ratings and all pay grades to serve on Type 2/3/4 activities (subject to eligibility requirements and restrictions) to extend their enlistment in their current sea duty billet beyond their prescribed sea tour (PST), to terminate shore duty and accept new orders to a sea duty billet, or to accept back-to-back sea duty orders beyond their prescribed sea/shore flow (SSF). The sea duty assignment may be on board ships, squadrons, or other qualified sea duty assignments.

a. Sailors accepted into the VSDP will be able to defer their Career Waypoint-REENLISTMENT (C-WAY-REEN) application window to the minimum obligated service (OBLISERV) required for the orders negotiated as outlined in MILPERSMAN 1306-106. Additionally, volunteers will benefit from geographic stability, the opportunity to negotiate for choice orders, and high year tenure (HYT) waiver consideration.

2. **Policy Exceptions**. Requests for exception to this policy are to be routed via the applicable chain of command and endorsed by Navy Personnel Command (NAVPERSCOM), Career Management Department (PERS-4) with final determinations made by Office of the Chief of Naval Operations (OPNAV), Manpower, Personnel, Training, and Education Policy (OPNAV N13).

3. Eligibility

a. VSDP is open to all ratings and all pay grades volunteering to curtail shore duty and return to sea, extend at-sea, or accept back-to-back sea duty orders as part of VSDP; however, for those Sailors on shore duty beyond normal shore tour (as determined by SSF), in a limited duty status or holding a nuclear Navy enlisted classification (NEC) (33XX), and per paragraph 5 restrictions requests for VSDP will not be approved. Volunteers will be assigned to sea duty commands within the same geographic location as the current shore duty command, if available and requested. Out of area moves will be considered if the Sailor holds a critical NEC or requests a particular geographic location. Full time support Sailors will be considered for assignment to valid USN requisitions. All requests, regardless of command recommendation, will be forwarded to NAVPERSCOM, Enlisted Distribution Division (PERS-40) for disposition. Requests will be reviewed to ensure early transfers will not significantly impact the Sailor's current command. When the command does not support a request and it is determined that the Sailor's skills are in critical need in the fleet, the request will be adjudicated by NAVPERSCOM (PERS-40) after coordination with the manning control authority (MCA). Losing commands may appeal to their respective MCA via their business support office and type commander.

b. C-WAY-REEN Deferment. Sailors will not require a C-WAY-REEN application quota to execute a short term extension (STE) in order to accept orders, or extend in place under VSDP provided they meet the C-WAY-REEN criteria described below. A waiver for STE is not authorized solely to complete the original PST; at least 12 additional months of sea duty is required to use the STE waiver for VSDP. At the conclusion of the STE, a C-WAY-REEN application quota will be required to complete the PST, PCS transfer, or request to reenlist. Eligibility criteria for C-WAY-REEN deferment:

(1) No evaluation performance trait mark below 3.0 for the last 3 years;

(2) No PFA failures during the last 2 years and no more than 1 failure in the previous 4-year-period from the date of screening approval;

(3) No nonjudicial punishment during the last 2 years;

- (4) Pass sea duty screening;
- (5) Be recommended for retention and advancement; and
- (6) Must have at least 1 year remaining until their current projected rotation date (PRD).

c. HYT Waivers. Depending on rating, sea duty manning, and the impact to future advancements, HYT waivers will be considered on a case-by-case basis for enlisted Sailors volunteering to curtail shore duty and return to sea, extend at-sea, or accept back-to-back sea duty orders as part of VSDP. The length of HYT waivers must meet, but not exceed, retainability requirements for the minimum amount of active obligated service a member must have upon arrival at a new duty station, per MILPERSMAN 1306-106, after a permanent change of station (PCS) transfer, both in continental United States (CONUS) and outside the continental United States (OCONUS). If a HYT waiver is approved for VSDP and the Sailor does not execute orders negotiated for this program for any reason, the HYT waiver will be rescinded by the Head, Enlisted Community Manager (BUPERS-32). In addition, once Sailors negotiate and accept orders or extend at sea, subsequent requests to transfer to the Fleet Reserve before the HYT waiver expires will be disapproved.

d. Servicewomen in an operational deferment status are eligible for VSDP, per reference (a), which allows Servicewomen on post-birth 12-month operational deferment to request to terminate deferment at any point after convalescent leave. Waivers will be granted on an individual basis and must include endorsements from the member, current or prospective operational command, and member's health care provider. These Sailors may execute a STE to obtain required OBLISERV for transfer (when necessary) if they return to sea duty at least 6 months early. C-WAY-REEN approval is required if the Sailor desires to reenlist.

e. Sea Duty Incentive Pay (SDIP). Sailors eligible to receive SDIP, per reference (b), are also eligible for VSDP and should request to receive SDIP in conjunction with VSDP. VSDP does not change eligibility or benefits for the SDIP Program. There are three programs associated with SDIP and are summarized as follows:

(1) Sea duty incentive pay - extension (SDIP-E) incentivizes Sailors to voluntarily extend their sea duty assignments on board their current sea duty command when assigned to ships, submarines, or aviation squadrons for rotational purposes by a minimum of 12 months and a maximum of 48 months beyond their PST.

(2) Sea duty incentive pay - back-to-back (SDIP-B) incentivizes Sailors to voluntarily extend their sea duty when assigned to a type 2/4 command for rotational purposes upon transfer to ships, submarines, or aviation squadrons by a minimum of 12 months and a maximum of 48 months beyond their PST.

(3) Sea duty incentive pay - curtailment (SDIP-C) aims at incentivizing Sailors to voluntarily curtail their shore duty assignments a minimum of 6 months prior to their original PRD and return to sea duty assignments on a ship, submarine, or at an aviation squadron for a minimum of 12 months and a maximum of 48 months beyond their PST.

Annotation of the specific SDIP Program the Sailor wishes to apply for must be included on the VSDP NAVPERS 1306/7 Enlisted Personnel Action Request. Approval for SDIP will be sent out in a separate naval message after the VSDP message of approval or disapproval. A Sailor can be approved for VSDP, but disapproved for SDIP based on specific eligibility requirements and vice versa. SDIP eligibility requirements and applications procedures are outlined in reference (b). NAVPERS 1306/7 may be accessed by using the following Web address:
<http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>.

f. Department of Defense (DoD) Area Tour Considerations. Sailors serving overseas or in a DoD area tour can request to extend their current sea tour, curtail their current shore tour if they remain in the same geographical area, or request back-to-back sea duty in any area of their choice. Per MILPERSMAN 1160-040 policy regarding consecutive overseas tours remains in effect.

g. Special Warfare (SPECWAR) Considerations. Sailors assigned to SPECWAR support in any rating can request to extend their current sea tour or request a back-to-back sea tour as part of VSDP. Additionally, Sailors serving on an individual augmentation (IA) tour can request back-to-back sea duty as part

of VSDP. In both categories mentioned; however, Sailors will not be authorized to curtail their current tour as part of the VSDP.

h. Spouse Co-Location Tour Considerations. Sailors assigned together as part of spouse co-location tours are eligible for VSDP; however, a request for VSDP will be considered a cancellation of their spouse co-location requests. If both spouses wish to participate in VSDP, they should first consult with their respective detailer.

i. Shore Special Program Considerations. Sailors currently serving in a Shore Special Program, but not in a Special Programs billet, may submit a VSDP request (e.g., Sailors attached to an administration department at a school command may be eligible, but impact to the command's mission will be carefully prioritized).

4. **Procedures**. The following procedures and guidelines will be followed:

a. Desirable Orders. Sailors who have applied for VSDP will not be required to accept a billet they do not desire. Detailers will work with them during two [MyNavy Assignment \(MNA\)](#) cycles to find desirable orders. If no match is found during this time period, the current VSDP application will expire and those Sailors still interested in VSDP must reapply. VSDP orders will not be cancelled for Sailors who subsequently receive an approved reenlistment quota after VSDP orders have been negotiated.

b. In all cases where PCS orders are required, the orders will be written for the entire PST and a STE on the current enlistment will be used to meet retainability. This STE will not require a C-WAY-REEN application quota. Sailors will be required to apply for a C-WAY-REEN application quota to complete the time remaining for a full sea tour.

c. C-WAY-REEN. Sailors volunteering to curtail shore duty and return to sea, extend at-sea, or accept back-to-back sea duty orders as part of VSDP will be allowed to apply for C-WAY-REEN authorization to OBLISERV for VSDP. Sailors in the C-WAY-REEN eligibility window who wish to apply for VSDP must have their VSDP application submitted for consideration no later than the last day of the month, 2 months prior to their final in-rate reenlistment application.

d. Geographic Stability and Negotiating of Orders. As a key component and incentive of VSDP, geographic stability and duty station preference requests will be considered by the detailers on a case-by-case basis for Sailors volunteering to curtail shore duty and return to sea, extend at-sea, or accept back-to-back sea duty orders as part of VSDP.

e. Sailors on shore duty must submit their VSDP request through their chain of command no later than 12 months prior to their PRD to ensure receipt by NAVPERSCOM (PERS-40), using NAVPERS 1306/7. Requests received by NAVPERSCOM (PERS-40) beyond that point will be returned without action. VSDP requests for Sailors who have completed less than 24 months on their current shore tour will be considered on a case-by-case basis based on orders requested and current command manning. It is desired that shore duty Sailors complete an 18 to 24 month tour at their present command prior to executing new VSDP orders; however, it is not required.

(1) Upon receipt of NAVPERS 1306/7, the rating detailer will review the Sailor's eligibility for VSDP and forward the request to NAVPERSCOM, Enlisted Placement Management Branch (PERS-4013) for adjudication. If the application is approved, the rating detailer will contact the Sailor and directly negotiate with them using the current [MNA](#) cycle's jobs. Sailors will be allowed to select from jobs currently advertised on [MNA](#), but will NOT be able to apply for the jobs in [MNA](#) due to [MNA](#) gate restrictions. The Sailor **must** coordinate their selections with their detailer. If no advertised billets in [MNA](#) interest the Sailor, and after consultation with NAVPERSCOM (PERS-4013), other non-advertised high priority jobs in the geographic area of interest may be made available for selection. If approved for VSDP and an HYT waiver is required, the member will submit an HYT request, per MILPERSMAN 1160-120, once orders have been negotiated. The HYT request shall contain the number of months requested, and duty station negotiated or length of requested extension at current sea duty command. If the application is disapproved or the Sailor is deemed ineligible, the rating detailer will inform the Sailor via official correspondence.

(2) If no agreement can be made within 2 [MNA](#) cycles, the request will be returned disapproved. If a job assignment is agreed to by all concerned, the detailer will coordinate the transfer date to optimize training opportunities and meet the requisition fill date. In all cases where PCS orders are

required, orders will be written for the entire PST and an STE on the current enlistment used to complete the retainability OBLISERV. This STE will not require a C-WAY-REEN quota. Sailors are required to apply for a C-WAY-REEN quota to complete the time remaining for a full sea tour.

f. Sailors currently on sea duty should submit requests for a back-to-back sea tour 9 to 12 months prior to their PRD. If the request is approved, they will be able to negotiate for a sea duty tour following VSDP guidelines through month 8, at which time, they must have selected a set of orders or have their request returned with no action taken on the request. If returned, they will have 1 [MNA](#) cycle to negotiate for shore duty orders. Approvals of back-to-back sea duty tours should not create a billet gap for the losing sea duty command prior to the Sailor's original PRD, unless readiness requirements for the prospective command override this consideration.

g. Sailors requesting an extension at their current sea duty command should do so prior to entering their order negotiation window not later than 9 months prior to their PRD. Requests to extend at sea may be submitted at any time during the tour provided C-WAY-REEN guidelines in paragraph 4c above are followed.

h. STE Information.

(1) STE increments outlined in MILPERSMAN 1160-040 are waived for VSDP. A C-WAY-REEN quota is not required to execute a STE in order to accept orders or extend in place beyond current PST under the VSDP Program provided applications meet eligibility requirements. A waiver for STE is not authorized solely to complete the original PST; at least 12 additional months of sea duty is required to use the STE waiver for VSDP. A C-WAY-REEN quota will be required once the member re-enters a C-WAY-REEN window for PRD or soft expiration of active obligated service. Sailors desiring to reenlist in order to obtain the required OBLISERV for VSDP must follow C-WAY-REEN procedures contained in paragraph 4c.

(2) Sailors currently in sea duty assignments must extend beyond their PST for a minimum of 12 months, but not to exceed 24 months of additional PST.

(3) Sailors terminating shore duty early to go to sea may extend for 12 months to a maximum of 36 months provided they

exactly match the minimum OBLISERV required for the orders accepted (12 months unaccompanied for type 3 duty OCONUS), 24 months for CONUS or unaccompanied OCONUS, or 36 months accompanied OCONUS (e.g., a shore-duty Sailor within 5 months of end of active obligated service (EAOS) would have to extend for 31 months to obtain OCONUS orders).

(4) Sailors who do not execute orders negotiated for this program for any reason will have their extension rescinded. Authority to execute an STE with C-WAY-REEN deferment under this program is granted only after the NAVPERS 1306/7 request has been approved by NAVPERSCOM (PERS-40) and Bureau of Naval Personnel (BUPERS), Enlisted Community Management (BUPERS-32).

i. STE Limitations. STE's in support of this program are limited as follows:

(1) Enlisted contracts cannot be extended for more than 48 aggregate months;

(2) A single extension greater than 36 months is not authorized;

(3) A maximum of three extension agreements, per enlistment, are authorized if the Sailor is accepted for orders under this program. Extension agreements authorized during initial recruit enlistment contracts for 6-year obligation enlistment programs (e.g., nuclear power or advanced training programs) do not count against the three extensions authorized per enlistment contract;

(4) No extension, in any circumstance, can take a Sailor (E-5 and below) beyond 14 years of service, and Sailors must not have more than 13 years of service on the day the STE commences; and

(5) Extensions can be executed without C-WAY-REEN approval once orders have been negotiated with NAVPERSCOM (PERS-40) and the Sailor has met all eligibility C-WAY-REEN deferment requirements.

5. **Restrictions.** VSDP requests will not be approved for any of the following conditions:

a. Prior C-WAY-REEN application was denied and member was

told to separate;

b. The member is currently being processed for administration separation; and

c. The member is not selected for continuation or retention.

6. **Oversight**. NAVPERSCOM (PERS-4013) will provide VSDP Program metrics reports to OPNAV, Force Shaping Plans and Policy Branch (N132) on a monthly basis.