

MILPERSMAN 1600-100

LOST TIME

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References	(a) 10 U.S.C. 972 (b) DOD 7000.14-R, DOD Financial Management Regulations, Volume 7A, Military Pay Policy and Procedures Active Duty and Reserve Pay
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1. **What is Lost Time?** The table below defines the different types of lost time per reference (a).

LOST TIME due to...	IS DEFINED as periods of...
unauthorized absence (UA)	UA in excess of 24 hours that is not excused as unavoidable by the member's commanding officer (CO) per reference (b).
confinement by civil authorities or confinement by military authorities for civil authorities	confinement by civil authorities (foreign or domestic), or confinement by military authorities for civil authorities in excess of 24 consecutive hours that are not excused as unavoidable by the member's CO. confinement by civil authorities (foreign or domestic) in excess of 24 consecutive hours for an offense which results in court-martial conviction that has been approved and upheld.
confinement by military authorities	military confinement in excess of 24 consecutive hours while awaiting action of higher authority or during trial by court-martial conviction and while serving sentence of a court-martial that has been approved and upheld.
sickness due to misconduct (SKMC)	hospitalization or incapacitation in excess of 24 consecutive hours due to injury, disease, or the intemperate use of drugs or alcohol which are found to be due to the member's own misconduct.

2. **Rules About Lost Time.** Follow the below rules when determining lost time:

a. There must be an absence of more than 24 consecutive hours before any period can be considered as lost time.

b. The calendar day during which absence first occurs, regardless of the hour, is counted as a day of absence from duty. The calendar day of return, regardless of the hour, is counted as a day of duty. **A calendar day begins at 0001 and ends at 2400.**

c. When time is lost, normal expiration of enlisted dates must be extended by the number of days lost on a day-for-day basis. This applies to expiration of

- (1) enlistment.
- (2) extension of enlistment.
- (3) active service.
- (4) obligated service.
- (5) current contract.

d. The requirement to make up lost time does not apply to Fleet Reservists, retired personnel, or members placed on appellate leave. While lost time will be added to the current enlistment to calculate the correct expiration of active obligated service (EAOS), such lost time does not preclude administrative separation or punitive discharge.

NOTE: Time a member spends on appellate leave is counted as active duty time for computing longevity; however, this time is not counted for pay purposes unless the member's Bad Conduct Discharge (BCD)/Dishonorable Discharge (DD) is subsequently dismissed or set-aside and the member is recalled to active duty, or recalled for the purpose of administrative separation processing by reason of Review Action (MILPERSMAN 1910-126).

e. Members transferring to the Fleet Reserve or Retired List will merely have their lost time deducted from their final active service computation.

f. **Examples:**

95 09 30 (Fleet Reserve transfer date)
75 01 28 (commenced active duty)
20 08 02 (total active duty)
 01 (plus 1 day when adding inclusive dates)
20 08 03
 01 02 (minus lost time during career)
20 07 01 (adjusted total active service)

g. When there is lost time, the member's Pay Entry Base Date (PEBD) and Active Duty Service Date (ADSD) must be adjusted. Refer to reference (b) to determine how an absence effects pay and allowances.

h. If member is apprehended by civil authorities while in an authorized absence status (leave or liberty), and is subsequently confined by civil authorities pending trial, and member's EAOS is imminent, the command may

(1) retain member in the Navy by reason of "In Hands of Civil Authorities (IHCA)" pending outcome of the civil matter and a final determination on lost time (if any), or

(2) process for administrative separation based on commission of a serious offense (provided the Government has sufficient evidence to show by a preponderance of evidence that misconduct did occur).

i. Incarceration by civilian or military authorities suspends the running of the member's active service obligations (unless member is granted regular leave that has already been earned). While incarcerated, such time may be considered lost time; however, a final determination cannot be made until criminal charges are resolved. If convicted, the CO may declare the time lost to not be excused; if acquitted, the CO may declare the time lost to be excused (entitled to back pay if applicable).

3. Computing Lost Time. Below are some examples of how to compute lost time.

IF...	THEN there is...
UA commenced 0800, 9 March, and ended 0800, 10 March (24 hrs)	no lost time since UA did not exceed 24 hours
UA commenced 0800, 9 March, and ended 0830, 10 March (24 hrs, 30 min)	1 day lost time - 9 March
UA commenced 2345, 9 March, and ended 0015, 11 March (24 hrs, 30 min)	2 days lost time, 9 and 10 March NOTE: First day of absence is a day of absence and the day of return is a day of duty.
confined by civil authorities while on liberty at 1700, 9 March, and was convicted by the civil authorities on 5 April and was released to military control on the same day	27 days lost time - 9 March to 4 April
confined by civil authorities while on liberty 1700, 9 March and was acquitted of all charges on 5 April and released to military control the same day	no lost time (member was acquitted) NOTE: Time is not charged as lost time because it is excused.
confined by civil authorities while in UA status (UA commenced 1 Mar), at 1400, 9 March and was acquitted of all charges on 15 March and released to military control the same day.	14 days lost time - 1-14 March NOTE: Member was UA when confined, all time is considered lost time even though the member was acquitted of the civil charge.