

RECRUIT DIVISION COMMANDER EXTENSION PROGRAM INFORMATION

1. Introduction. The effects of COVID-19 has had a direct impact on the Navy's readiness at sea. It has resulted in reduced accessions and limited the ability to move Sailors and their families between duty stations. While the ability to provide reliefs to Sailors on sea duty has been affected, the importance of maintaining an experienced cohort of Recruit Division Commanders (RDCs) at Recruit Training Command (RTC) has also been affected. In order to minimize future gaps at sea, an increased number of RDCs is needed immediately in order to be able to increase the number of accessions put through RTC each week. Due to the long lead time to get RDCs on board and properly trained, the quickest way to increase the number of RDCs is to extend the current RDCs beyond their projected rotation date (PRD). To mitigate the hardship imposed for extensions at RTC, Navy is instituting the use of assignment incentive pay-COVID Exigency (AIP-CE) to compensate RDCs that are extended six months beyond their PRD.

2. Background.

a. The stop movement order and reduced accessions means fewer Sailors are reporting to the Fleet while Sailors separating and retiring are allowed to continue to leave the Navy. It is estimated that the number will peak in October 2020 with more than 4,700 gaps if mitigating actions are not taken. Part of the mitigation is to increase the number of recruits that go through RTC to more than 1,400 a week. The additional accessions will require additional RDCs to support.

b. Serving as an RDC is considered arduous shore duty as the hours and time spent away from family is not consistent with other shore duty billets. To attract the highest caliber Sailors to fill a physically and mentally challenging role, the Navy has instituted the use of Special Duty Assignment Pay (SDAP). Over the last couple of months, RDC duty has been even more arduous as RDCs that are "pushing boots" have been required to remain on base to reduce the possibility of transmitting COVID-19. Because this is arduous duty and is considered a critical mission, Navy requests to align RDC incentivization at the same importance as face-to-face turnover at sea. Therefore, additional compensation is requested for those RDCs that are extended onboard more than six months beyond their PRD.

c. The pipeline to qualify an RDC is approximately four months from reporting on station. In order to mitigate this time line challenge, the Navy believes compensating RDCs that are currently serving in the capacity with AIP-CE is the most effective means to ensure the proper future manning of the Fleet.

d. The length of each extension is not known and will vary from Sailor to Sailor. However, Navy plans to only compensate for extensions that are longer than six months. Planned compensation is \$500 dollars a month for every month extended beyond six months.

e. This is similar to the Navy's use of AIP for Sailors involuntarily curtailed from shore duty to mitigate gapped at sea billets in 2012.

3. Eligibility

a. RDCs are eligible if they are extended at their RDC billet more than six months beyond their PRD and are serving as an RDC.

b. Eligible commands: Recruit Training Command

c. Final determination of a member's eligibility shall be made by PERS 40-DD.

4. Application Procedures. Sailors will receive notification via email that they are being extended at their current at-sea billet. Detailers will submit a request in MyNavy Assignment requesting AIP-CE. Once notified of an extension greater than six months, Sailors must submit a NAVPERS1070/613 to MILL_AIP@navy.mil in order to receive AIP-CE. The NAVPERS 1070/613 must contain the following wording:

“Date signed: I understand that I am being extended on board Recruit Training Command for (# mos) months beyond my current projected rotation date.

I understand that because of this extension I may request Assignment Incentive Pay – COVID Exigency (AIP-CE) for every month of extension beyond six months in the amount of \$500 per month.

I request AIP-CE for (# = months of extension) equaling a lump sum payment of (# of months x \$500) dollars. I understand that this AIP-CE will be paid to me in a lump sum, normally within two pay periods of commencing the AIP-CE period. The Navy will consider recoupment of any portion of the AIP-CE lump sum payment paid to me that I do not subsequently earn by serving the full period of the extension, to include, but not limited to, permanent transfer from RTC, period of terminal leave, if I am UA or in a confinement status, or am separated for misconduct prior to completion of the agreed extension.”

5. Payment. Sailors meeting the criteria for compensation will be paid lump a lump sum. Payment will begin once a Sailor passes the six month mark past their PRD.

6. Expiration. Authority to pay AIP-CE is requested through December 31, 2021. Navy anticipates the need for AIP-CE will decrease as the ability to execute permanent changes of station becomes simpler and will no longer be needed once a vaccine is in use.

7. Points of Contact. For application questions, please contact Mr. Keith Tucker, keith.tucker@navy.mil. For policy questions please contact N130D (Navy Special Pay and Incentive Policy) at NXAG_N130D@navy.mil.