



PERSONNEL AND  
READINESS

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MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
ASSISTANT SECRETARIES OF DEFENSE  
COMBATANT COMMANDERS

SUBJECT: Establishment of Non-Chargeable Rest and Recuperation (NCR&R) Leave Program and Revision of the Rest and Recuperation (R&R) Leave Program

It gives me great pleasure to announce the establishment of the NCR&R leave program. Policy governing the NCR&R leave program (attached) authorizes the Principal Deputy Under Secretary of Defense for Personnel and Readiness, upon Joint Staff endorsement of a combatant commander's request, to designate specific areas/locations that meet NCR&R criteria as designated NCR&R locations. The NCR&R policy will allow Service members deployed to the most arduous combat areas to accrue and use their leave upon redeployment for reintegration with their families and communities.

Service members assigned or deployed to designated NCR&R locations, who meet R&R eligibility requirements, will receive an administrative absence of up to 15 days to be used in conjunction with benefits provided under the R&R leave program. The administrative absence is only authorized for those Service members who participate in the NCR&R program. The NCR&R program is not retroactive.

The attached policy guidance also modifies the existing R&R leave program, requiring that designated R&R locations be dependent-restricted areas and designated for hostile fire or imminent danger pay. Designated R&R locations also must be recertified every 2 years by the applicable Combatant Commander. Additionally, R&R leave programs must be terminated by the applicable Combatant Commander when a location no longer meets the R&R criteria contained in DoDI 1327.06, *Leave and Liberty Policy and Procedures*, paragraph 1.j.(9)(a).

The attached policy guidance will be incorporated into the next revision of DoDI 1327.06, *Leave and Liberty Policy and Procedures*.

William J. Carr  
Deputy Under Secretary of Defense  
(Military Personnel Policy)  
Performing the Duties of the  
Under Secretary of Defense  
(Personnel and Readiness)

Attachment:  
As stated

Revised Rest and Recuperation (R&R) Leave Program Policy and Establishment of the Non-chargeable R&R program (NCR&R). This policy format matches what is in DoDI 1327.06, *Leave and Liberty Policy and Procedures*.

(9) Rest and Recuperation (R&R) Leave Program

(a) The R&R leave program provides Government-funded transportation from the R&R duty location to the designated R&R destination. R&R leave program areas must meet all the following criteria:

1. Be in an area that is dependent-restricted.
2. Be in an area designated for hostile fire or imminent danger pay, as authorized by section 310 of title 37, United States Code.
3. Be in an area in which entry of Service members on official or unofficial travel is controlled (see the DoD Electronic Foreign Clearance Guide).
4. Be in an area where ordinary annual leave programs have been restricted for reasons of military necessity.

(b) Recommendations to designate a specific duty location as an R&R location shall be made based on the applicable Combatant Commander's recommendation, through the Joint Staff Personnel Directorate (J-1), to the Principal Deputy Under Secretary of Defense for Personnel and Readiness (PDUSD(P&R)).

1. The PDUSD(P&R) shall designate authorized R&R duty locations and destinations. Authorized R&R locations and destinations are contained in Appendix U of the Joint Federal Travel Regulation

2. Authorized R&R duty locations shall be recertified every two years by the PDUSD(P&R). Re-certification requests shall follow the same procedures as initial requests.

(c) Travel under the R&R leave program may not be combined with liberty, administrative absences, temporary duty, or travel for other purposes. The Combatant Commanders are authorized to approve the combination of R&R travel with other authorized travel upon Service member request, providing the combination of travel is in the best interest of the Department. This authority may not be delegated below the general/flag officer level, including civilian equivalents of general/flag officers. The Department of the Army, DoD Executive Agent for the United States Central Command (USCENTCOM) R&R Leave Program, is authorized to approve the combination of R&R travel with other authorized travel for Service members in the USCENTCOM area of responsibility (See DoDD 5101.6). This authority may not be delegated below the general/flag officer level, including civilian equivalents of general/flag officers.

(d) Transportation to and from R&R areas shall be provided on a space-required basis, unless otherwise authorized by the PDUSD(P&R), and travel time shall not be charged to the Service member's leave account. Additionally, Service members are authorized to combine a paternity leave of absence with R&R. The actual leave period at the R&R destination shall be charged to the Service member's leave account, except for the 10-day paternity leave of absence.

(e) Transportation shall be to another location outside the United States having different social, climatic, or environmental conditions than those at the duty station at which the Service member is serving; or to a location in the United States.

(f) R&R leave periods shall be limited to one per 12-month period assigned to, or one per deployment to, an approved R&R duty location (including extensions). Service members assigned or deployed to an approved R&R location for 18 months or more are authorized one additional R&R leave period after the 18 month point.

(g) The applicable COCOM Commander shall terminate the R&R leave program immediately when a location no longer meets the criteria contained in paragraph 9(a) above.

#### (10) Non-Chargeable Rest and Recuperation (NCR&R) Leave Program

(a) The NCR&R leave program provides Combatant Commanders with the authority to grant Service members serving in designated authorized R&R locations with a non-chargeable administrative absence of up to 15 days to be used in conjunction with the benefits provided under the R&R leave program. Authorized NCR&R locations are subject to the R&R leave program policy contained in paragraph (9), Rest and Recuperation (R&R) Leave Program, unless specifically addressed in paragraph (10), NCR&R Leave Program.

(b) Recommendations to designate a specific duty location as a NCR&R location shall be made based on the applicable Combatant Command (COCOM) Commander's recommendation, through the Joint Staff Personnel Directorate (J-1), to the PDUSD(P&R).

1. The PDUSD(P&R) shall designate authorized NCR&R duty locations.

2. Authorized NCR&R duty locations shall be recertified every two years by the PDUSD(P&R). Re-certification requests shall follow the same procedures as initial requests.

(c) Authorized NCR&R leave program locations must meet all the following criteria:

1. Be an authorized R&R leave program area/location meeting the criteria contained in paragraph (9) above.

2. Be in an area designated as a combat zone by Presidential executive order.

3. Be an area where Service members are subject to extremely arduous conditions, above and beyond those associated with other deployments/assignments (e.g., where Service members receive Hardship Duty Pay (HDP)). The COCOM request to designate a location as a NCR&R location shall detail the extremely arduous conditions.

4. Be an area where U.S. Forces have been engaged in combat operations against a hostile force within the last 6 months and where combat operations are expected to continue for the next 6-12 months (e.g., where Service members receive Hostile Fire Pay (HFP)).

(d) Service members are limited to either one NCR&R administrative absence of up to 15-days or one R&R leave per 12-month period.

(e) Service members may combine a NCR&R administrative absence with a paternity leave of absence.

(f) The applicable COCOM Commander shall terminate the NCR&R program immediately upon a location no longer meeting the criteria contained in paragraph 10(c) above.