



## NATIONAL GUARD BUREAU

111 SOUTH GEORGE MASON DRIVE  
ARLINGTON VA 22204-1382

ARNG-HRR

1 June 2020

### MEMORANDUM FOR Army National Guard (ARNG) Recruiting and Retention Force (RRF)

SUBJECT: SMOM 20-040, Special Duty Assignment Pay (SDAP) for ARNG Recruiting and Retention Personnel

#### 1. References.

- a. Army Regulation (AR) 600-8-105, Military Orders, 25 March 2019.
- b. Department of Defense Instruction 1340.26, Assignment and Special Duty Pays, September 25, 2017.
- c. AR 614-200, Enlisted Assignments and Utilization Management, 25 January 2019.
- d. All Army Activity (ALARACT) Message, Deputy Chief of Staff, G-1, Plans and Resources Directorate, 12 June 2019, ALARACT 043/2019 – Biennial Special Duty Assignment Pay (SDAP) Review and Recertification Guidance.
- e. Army Directive 2018-16, Suitability Criteria for Military Personnel in Specified Positions.
- f. Memorandum, Assistant Secretary of the Army Manpower and Reserve Affairs, 29 October 2018, subject: Corrected 3 – Special Duty Assignment Pay Biennial Review and Recertification.
- g. Title 37, United States Code, Section 307 (37 USC 307) Special Pay: Special Duty Assignment Pay for Enlisted Members.

2. **Purpose.** This memorandum rescinds SMOM 20-021 and will remain in effect until rescinded by ARNG-HRR-HQ. The single reference for ARNG SDAP is contained in reference 1d.

3. **Summary.** Guidance on personnel authorized SDAP, eligibility requirements, and Special Duty (SD) pay levels are outlined in reference 1d.

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4. **Compliance.** To ensure audit readiness standards, commanders and the servicing personal office will issue Format 330 (proficiency pay) orders prior to awarding, changing, terminating, or reinstating SDAP. Format 330 orders will serve as the substituting document for supporting defense military pay offices.

5. The point of contact for this memorandum is SGM Sean Gilligan, sean.gilligan1.mil@mail.mil, (703) 604-4201.

Encl  
Reference 1d

GILBERT.DANIEL.E  
LIAS.1081369476

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GILBERT.DANIEL.ELIAS.108136  
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Date: 2020.06.03 08:03:05 -04'00'

DANIEL E. GILBERT  
COL, LG  
Chief, Strength Maintenance Division  
Army National Guard