



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, D.C. 20350-2000

OPNAVINST 7220.14
N130
24 Dec 05

OPNAV INSTRUCTION 7220.14

From: Chief of Naval Operations

Subj: CAREER SEA PAY AND CAREER SEA PAY PREMIUM

Ref: (a) 37 U.S.C. 305a
(b) OPNAVINST 4700.8H
(c) SECNAVINST 5030.1 Series
(d) OPNAVINST 4650.17 Series
(e) DJMS Procedures Training Guide
(f) DODI 7000.14, DOD Financial Management Regulation
of 15 Nov 92
(g) SECNAVINST 7430.1D

Encl: (1) Definitions
(2) Categories of Vessels for Entitlement to CSP

1. Purpose. To revise policy guidance for establishing entitlement to Career Sea Pay (CSP) and CSP Premium in fulfilling the requirements of reference (a). This is a new instruction representing a complete revision of previous policy and should be reviewed in its entirety.

2. Cancellation. SECNAVINST 7220.77D.

3. Policy. The intent of Congress in enacting the present CSP entitlement is to provide a key distribution tool for the Navy as well as provide a special payment in recognition of the greater than normal rigors of sea duty, the arduous duty involved in long deployments, and the repetitive nature of assignment to such duty. In compliance with Congressional intent, Navy policy is to designate eligible self-propelled vessels (ships or craft) in which service entails the arduous conditions and separation from home and family demanded of service at sea in one of two sea-duty categories (Category A or B) authorized in law. Short respites in the exercise of military orders or during leave periods (not to include PCS leave) are not to be used to reduce sea-duty credit for CSP entitlement. Members assigned to the predominance of ship-based staffs, ship-based aviation units, Fleet Marine Force (FMF) units, and mobile units that temporarily serve in either

24 Dec 05

Category A or B vessels, will normally receive cumulative sea-duty credit and CSP (and CSP Premium if eligible) only when both assigned to and serving in a qualifying vessel. Refer to paragraph 10 for other staffs/units who serve in qualifying vessels on a daily basis.

4. Definitions. Terms used in this instruction are defined in enclosure (1).

5. Designation. The Chief of Naval Operations will designate vessels in one of two categories for purposes of CSP in enclosure (2). Only those ship or craft classes and individual ships or craft listed in enclosure (2) are designated for CSP. Additionally, eligible ship-based staffs listed in a Naval Administration Message (NAVADMIN) who also meet the "embarked and serving in" policy set forth in paragraph 10d will be entitled to continuous CSP.

a. Requests for inclusion on either NAVADMIN message or in enclosure (2) will be submitted via the chain of command to the Chief of Naval Operations (N130) and should address each of the appropriate criteria for paragraphs 9a, 9b, 10a or 10b designation.

b. Commanding officers or Officers in Charge of Category A or B vessels or "embarked and serving in" staffs, in conjunction with commanders exercising administrative control over those commands, shall reassess the categorization of the vessel or ship-based staff each time its primary mission, classification status or service status changes and shall recommend change or deletion as appropriate to ensure that CSP is properly paid.

6. Personnel Eligibility for CSP A member who is entitled to basic pay is entitled to CSP while serving on a qualifying sea duty assignment.

a. Prior to 1 October 2001, E-1 through E-3 personnel were ineligible to receive CSP.

b. Prior to 1 October 2001, officers with less than three years of cumulative sea duty were ineligible to receive CSP.

7. Assignment Eligibility for CSP

a. Permanently assigned to and serving in a vessel designated as a Category A ship or the off-crew of a "two crew" Category A submarine.

b. Permanently assigned to and serving in a vessel designated as a Category B ship/craft, but only during that period when the vessel is away from its homeport. A vessel is considered away from its homeport whenever it is at sea or is in a port that is more than 50 miles from its homeport. When a vessel is underway for any time during a 24-hour period (other than for shifting berths within its homeport), the crew is entitled to a day of CSP. Training anchorages in the vicinity of the homeport do not constitute underway periods if liberty is granted. Homeport pier side fast cruises shall not be considered underway periods. Members permanently assigned to a Category B vessel having a primary function as shore support are not entitled to CSP.

c. Permanently assigned to a ship-based staff, ship-based aviation unit, or mobile unit, but only when assigned to and serving in a vessel qualifying for CSP.

d. Temporarily assigned to a vessel or to a ship-based staff, ship-based aviation unit, or embarked mobile unit (including aviation units), during periods in which permanently assigned members are eligible for CSP. During Temporary Additional Duty (TAD) assignments to these vessels, CSP (and if otherwise entitled, CSP Premium) accrues on a prorated day-for-day basis. Eight consecutive hours assigned to and serving in a qualifying ship will entitle the member to one day of CSP.

e. CSP does not accrue while on leave between two consecutive PCS shipboard sea-duty assignments.

8. 30-Day Rule. A member who is receiving Category A or continuous staff CSP is entitled to continue to receive CSP during a period of authorized leave (not to include PCS leave or terminal leave), TDY, TAD, or hospitalization, or while on an operational flight, for not more than 30 consecutive days while the member is away from the vessel, provided the member clearly intends to return for duty on that vessel after the

24 Dec 05

·aforementioned absence ends. CSP will not be paid to members on terminal leave since there is no intent to return to the vessel.

a. Issuance of two or more sets of orders to circumvent the 30-Day Rule is prohibited.

b. Reference (a) confers continuous entitlement to CSP to members of the off-crew of a "two-crewed" submarine when not assigned to and serving in the submarine as the on-crew. Although it is recognized that the off-crew experiences significant re-training during their ashore periods, entitlement to CSP ceases for members who are similarly separated from the integrity of that off-crew by circumstances cited in paragraph 8, for more than 30 consecutive days.

c. Members permanently assigned to CSP-eligible vessels in regular overhaul periods (to include staffs complying with the "embarked and serving in" policy aboard that ship), who must move certain workcenters or staff spaces (e.g., Integrated Logistics Office (ILO), Ground Support Equipment (GSE) rework, etc.), ashore for either overhaul management effectiveness or loss of shipboard working spaces, need not be issued TAD orders if the members are mustered daily and the location of their workcenter is in the same geographic location as the overhaul site as determined by the ship's Commanding Officer. If TAD orders are not issued in this specific circumstance the 30-Day Rule is not applicable and continuous entitlement to CSP remains. If TAD orders are required to be issued to meet other personnel requirements, the 30-Day Rule becomes applicable and CSP ceases following the 30th consecutive day of TAD.

d. Personnel attending training in the same geographic location of their vessel and issued "no cost" TAD orders for purposes of accounting for their training shall not be considered TAD away from the vessel if they are still required to report (i.e., stand watch, reside/mess aboard the vessel, etc.).

e. The 30-Day Rule is only applicable to Category A or continuous staff CSP members. Other members have their entitlement to CSP and cumulative sea-duty credit end the day they are no longer assigned to and serving in a qualifying vessel.

24 Dec 05

9. Ship Categories. For the purpose of entitlement to CSP, the following criteria will be used in designating ships or craft in Category A or B.

a. Category "A" Vessel. A vessel designated Category A for CSP purposes normally meets the following criteria:

(1) Has a formally assigned primary mission that is accomplished underway.

(2) Is in an active status, in commission, or in service, in compliance with reference (b).

(3) Is capable of sustained, open-ocean operations and routinely deploys for long periods (usually consecutive months) away from the homeport area.

(4) Has berthing and messing facilities which are normally in use both underway and in port during the conduct of its assigned primary mission.

(5) Has a permanently assigned and embarked naval crew. Vessels classified per reference (b) as combatant ships, combat logistics force ships involved in underway replenishment, and mobile logistics support ships involved in fleet support, normally meet the above criteria and will be designated Category A vessels for CSP purposes. Other vessels classified in reference (c) that are self-propelled and meet all of the foregoing status, design, and operating criteria may be designated as Category A vessels for CSP purposes.

b. Category "B" Vessel. A vessel designated Category B for CSP purposes normally meets the following criteria:

(1) Has a formally assigned primary mission that is normally accomplished in port.

(2) Is in an active status, in commission, or in service, in compliance with reference (b).

(3) Is capable of sustained, open-ocean operations and may deploy for short continuous periods (usually consecutive days, vice months) in the vicinity of or away from the homeport area.

(4) Has berthing and messing facilities that are normally in operation underway and in port during the conduct of its assigned primary mission.

(5) Has a permanently assigned and embarked naval crew. Some vessels classified in reference (c) as support craft involved in general support of either combatant forces or continuous shore-based requirements, meet the above criteria and are designated as Category B vessels for CSP purposes. Other vessels classified in reference (c) that are self-propelled and meet all of the foregoing status, design, and operating criteria may be designated as Category B vessels for CSP purposes.

c. No Category Vessel, Staff or Unit. A member assigned to a vessel, staff, or unit not listed in either enclosure (2) or NAVADMIN message, will receive cumulative sea-duty credit and CSP (and CSP Premium if eligible) only when both assigned to and serving in a qualifying CSP vessel. Both cumulative sea-duty credit and CSP will accrue in either a Category A or B manner, depending on which category of ship the member is assigned to and serving in during the period of actual sea duty.

d. Pre-Commissioning/Out of Commission/Out of Service Units/Ships or Craft. The entitlement to CSP begins for members at the in-service date of the vessel. Similarly, the entitlement to CSP ends for commissioned ships at the out-of-commission date (or, for other ships and craft, when taken out of service).

e. Foreign Military Lease/Sales Units. Following a ship's out-of-commission date or a ship's or craft's out-of-service date, with the Governmental intent to lease/sell it to a foreign government, entitlement to CSP for any U.S. Navy members assigned in either transition process, begins at the first underway period under the vessel's new flag.

f. Other Service, Non-Military, and Foreign Vessels. Members serving on Army, Coast Guard, National Oceanic and Atmospheric Administration, foreign and non-military vessels equivalent to vessels classified in reference (c) that correspond to Category A or B vessels designated in enclosure (2), may be treated as the similar category of ship or craft for determining entitlement to CSP. Direct requests for

determination of other vessel classification for CSP eligibility should be submitted to the Chief of Naval Operations (N130). Requests can be forwarded prior to deploying with the vessel.

10. Ship-Based Aviation Units, Mobile Units, Fleet Marine Force (FMF) Units and Ship-Based Staffs. Members of ship-based aviation units, mobile units, FMF units or ship-based staffs temporarily on sea duty may qualify for CSP in a fashion similar to crew members permanently assigned to and serving in the same CSP-qualifying vessel (as provided in paragraph 10d(2)). A NAVADMIN message lists those ship-based staffs, which have the option of occupying permanent working spaces aboard ship on a daily basis, which may further qualify those staffs to receive continuous CSP (see paragraph 10d for "embarked and serving in" ship-based staff policy).

a. Category "A" CSP Staff designation criteria for ship-based staffs and other units:

(1) Must meet all other established criteria of paragraph 7; have over 75 percent of the ship-based staff or other unit routinely deploy aboard ship as an integral unit; possess a UIC that has a sea shore type duty code of two or four; and, be identified in Enclosure (2) of reference (d) as an afloat ship-based staff that qualifies for Unusually Arduous Sea Duty (UASD) travel/transportation entitlement.

(2) Continuous (Category "A") entitlement to CSP for ship-based staff members rests solely with continuing, everyday commitment of the staff commander to have his/her staff members remain "embarked and serving in" the designated category "A" ship.

b. Category "B" CSP Staff designation criteria for ship-based staffs and other units:

(1) Must meet all other established criteria of paragraph 7 except for continuous, workday presence aboard ship; have over 75 percent of the ship-based staff or other unit routinely deploy aboard ship as an integral unit for a minimum of 120 days during the fiscal year; possess a UIC that has a sea

shore code of two or four; and, be identified in enclosure (2) of reference (d) as an afloat ship-based staff that qualifies for UASD travel/transportation entitlement.

(2) Meet all requirements of "Embarked and Serving In" criteria listed in paragraph 10d except for continuous workday presence onboard ship.

(3) Will be entitled to CSP only when at sea or when pier side, serving a continuous eight hour workday presence aboard ship; and accrue continuous CSP cumulative credit for entire tour.

(4) 30-Day Rule is not applicable to either Category "B" ships or ship-based staffs/other units.

c. Non-designated ship-based staffs and other units, which are neither designated Category "A" nor "B," may qualify for day-for-day CSP by also meeting the "8 hour rule."

(1) As cited above, authorized absences during normal workday are permitted and will not break the intent of "8 hour rule" for CSP entitlement purposes.

(2) Abbreviated service aboard ship that falls short of "8 hour rule" is considered a visit and cannot be accumulated or "banked" to achieve the equivalent of one day's worth of CSP entitlement.

d. Embarked and Serving In

(1) Members assigned to and serving on a ship-based staff are entitled to continuous CSP when those members are additionally "embarked and serving in" a flagship. Notation of the embarkation will be recorded in the vessel's deck log. Additionally, the embarkation procedure of "flag flying" and formal status recording in the vessel's log, is mandatory for continuous CSP eligibility. For staff members temporarily assigned to and serving in other ships not designated as the staff's flagship, CSP eligibility is determined by paragraph 7d guidelines. Coincidentally, members of that staff must also be "serving in" its flagship. The term "serving in" means that members from that staff have established working spaces in that

24 Dec 05

flagship or other Category A CSP qualifying vessel and do not principally use other working spaces ashore (permanent living accommodations for staff members in that vessel is not a "serving in" requirement). Members shall spend a minimum of 8 consecutive hours in those flagship working spaces.

(2) For members assigned to and serving on "embarked and serving in" ship-based staffs, the entitlement to continuous CSP should be virtually identical to the staff member's "ships company counterpart" who receives the same Category "A" CSP entitlement for also being assigned to and serving in a qualifying vessel. If either is ordered TAD ashore for more than 30 days, the provisions of paragraph 8 would apply equally to both members.

(3) Ship-based staffs that are eligible for continuous CSP should consult the NAVADMIN message for the most current listing of eligible units/staffs. These staffs clearly have the potential to both "embark and serve in" a qualifying CSP vessel. In order to further qualify for the entitlement to continuous CSP, the entire staff must meet the requirements of paragraph 6d on a daily basis. Staffs that are designated as Category "A" or "B" staffs but cannot meet the further "embarked and serving in" requirements, will then accrue CSP (and cumulative sea-duty credit) as stated below in paragraph 10d(4).

(4) For those members of staffs, mobile units, and other units not designated as Category "A" or "B" staffs, entitlements to CSP exist only for the actual days they were attached TAD to that vessel. Procedures for documenting such periods are contained in reference (e), paragraph 10711. These members also lose the entitlement to CSP immediately upon detaching from that vessel (30-Day Rule does not apply). Per reference (e), paragraph 10712, all documentation shall be retained for a minimum of two years.

(5) Key "embarked and serving in" explanation points:

(a) Members of an "embarked and serving in" ship-based staff perform the same continuous workday presence aboard ship as their ship's company counterparts.

(b) "8 hour rule" implicitly accounts for authorized absences (identical to the ship's company member) from the ship

during the workday as long as the member would otherwise report to and depart from a ship on a daily basis.

(c) Regardless of category designation, CSP has always been a member vice UIC entitlement driven by the member's presence (either permanent or temporary) while "embarked and serving in" a ship.

(d) Members who are assigned to a Category "A" staff, but strictly serve in a building ashore (and billeted ashore) supporting the afloat staff, have neither a Category "A" nor "B" entitlement.

(e) If the member works ashore, yet is berthed afloat in a qualifying ship, then member's overnight presence aboard ship is sufficient to qualify for the appropriate award of CSP.

(f) CSP has always been awarded for a member enduring the arduous nature inherent with working/living aboard ship.

(g) Exceptions to the "30-Day" or "Overhaul Vicinity" Rules apply equally to ship's company or ship-based staff members.

(h) Short periods when the staff's flagship sorties from homeport and the staff's presence aboard would otherwise inhibit mission effectiveness of the staff qualify as appropriate instances for application of the "30-Day rule." This rule should not be applied to maximize time ashore with only periodic presence aboard ship to achieve entitlement continuity.

e. To minimize variation in this process, documentation and verification remains necessary. Reference (e) requires NAVPERS 1070/613, Administrative Remarks (Page 13), entry to be made in each enlisted service record to record cumulative sea duty time. Commands should maintain a Page 13 to also document all officers' cumulative sea duty time. Commands may use available "off-the-shelf" software to accomplish this same task.

24 Dec 05

11. Entitlement Source Documents. Reference (e), chapter 7, contains procedural instructions for Disbursing, Administrative, and Personnel Offices specifically regarding the reporting of CSP and CSP Premium entitlements. Reference (f), chapter 18, specifically cites the conditions of entitlement (Table 18-1) and rates to CSP (Table 18-2) and CSP Premium.

12. Service Time Creditable for CSP. Reference (f) prescribes the rates of CSP on paygrades and cumulative years served on creditable sea duty. The following criteria for sea-duty time will be used to credit each member individually for CSP entitlements.

a. Cumulative Sea-Duty Time for CSP

(1) A member's cumulative sea-duty time counter is located on his/her individual Leave and Earning Statement (LES), in the "Remarks" block, displayed in a year/month/day format. Reference (e) prescribes procedures for determining members' cumulative years of sea duty and how to correct them, if required. For members assigned to Category "A" vessels or Category "A" staffs there must be an entitlement to CSP for the cumulative counter to move forward.

(2) For members assigned to and serving in Category "A" vessels on or after 1 January 1981 through 1 October 2001, cumulative years of sea duty during which those members would have been entitled to CSP, except for ineligibility due to paygrade and/or lack of cumulative sea-duty credit, will be credited continuously, day-for-day (See paragraph 8 (30-Day Rule) for members assigned off the vessel for more than 30 consecutive days).

(3) For members assigned to and serving in Category "B" vessels on or after 1 January 1988, cumulative years of sea-duty credit accrue identically as Category "A." However, entitlement to Category "B" CSP exists only when the vessel is at sea or in a port greater than 50 miles from the vessel's homeport.

(4) Service with a ship-based aviation unit, ship-based staff or embarked mobile unit while assigned to and serving in Category "A" or "B" vessels was also creditable for cumulative years or sea duty, as applicable in the above circumstances.

24 Dec 05

(5) Midshipmen, aviation cadets, and officer candidates are not authorized CSP, and any sea-duty service while in that status does not count toward cumulative sea-duty time.

b. Sea Duty for CSP Purposes versus Sea Duty for Rotation Purposes (Cumulative Sea-Duty Time)

(1) Assignment to sea duty for rotation purposes does not in itself constitute either entitlement to and/or credit toward CSP for the purposes of this instruction. The member's further assignment to and service in a designated Category "A" or "B" vessel on sea duty (per references (a)) will constitute the basic criterion for CSP entitlement and/or credit. Enclosure (2) provides precise definitions of both terms, and chapter 7 of reference (e) provides additional clarification.

(2) Reference (a) is the statute governing cumulative sea duty credit. Since the inception of CSP no specific community or member serving on a specific type duty for rotational purposes has been granted the authority to accrue such credit without coincident service aboard ship. Any member that is not both assigned to and serving in a Category "A" (continuous CSP staff) or "B" vessel, shall ever accrue cumulative sea-duty credit for any reason.

13. CSP Premium

a. Per reference (a), CSP Premium (CSPP) is payable when the consecutive sea-duty time counter indicates more than 36 consecutive months of sea duty and only for periods in which the member is entitled to CSP (or would have been entitled to CSP except for ineligibility due to paygrade and/or lack of cumulative sea-duty credit). Entitlement to CSP Premium begins on the first day of the 37th consecutive month of creditable sea duty in which the member was also entitled to CSP and if necessary, may be paid on a prorated day-for-day basis.

b. Under no circumstances shall the CSP Premium be paid to enlisted personnel E-5 to E-9 with over 8 years of sea duty and entitled to the CSP rates found in Table 18-2 of reference (f). E-5 through E-9 members with less than 8 years of sea duty and all officers and E-1 through E-4 members, do retain eligibility for entitlement to the CSP Premium.

(1) Prior to 1 October 2001, E-5 through E-9 personnel with over 5 years of sea duty were not eligible for CSPP as a separate payment.

(2) At over 8 years of sea duty, the premium is embedded into E-5 through E-9 CSP rate tables, regardless of consecutive months of sea duty.

c. Consecutive Sea-Duty Time for CSP Premium. The consecutive sea-duty time counter is documented and maintained by the member's local disbursing or administrative officer. The counter may take any one of three movements: increase, neutral (idle), or reset to zero.

(1) Increases. The consecutive sea-duty counter increases whenever a member is serving on sea duty and receiving CSP.

(2) Neutrals (Idles). Sea-duty periods in which CSP is not received are treated as neutral or idle time for CSP Premium purposes. The consecutive sea-duty time counter temporarily idles whenever a member is in any of the following categories:

(a) Is permanently assigned to a Category "B" ship, and is not receiving CSP (ship is in its homeport or in another port less than 50 miles from its homeport).

(b) Is permanently assigned to a ship temporarily deactivated (e.g., a ship not in an active status, commission, or service).

(c) Is permanently assigned to sea duty for rotation purposes or non-rotated sea duty and is not receiving cumulative sea-duty counter credit (including non-designated staffs not embarked and serving in qualifying vessels).

(d) Is on proceed time, travel time, temporary duty, and/or leave while between two qualifying sea-duty tours.

(e) Is assigned ashore to limited duty, humanitarian assignment, and hospitalized status or due to pregnancy for a period of less than 1 year from a qualifying sea-duty tour.

(f) Is on a Permanent Change of Station (PCS) school(s) assignment(s) of less than 18 months between two qualifying sea-duty tours, if the training is necessary for the member's follow-on sea-duty assignments. "Pipeline" training schools - such as enlisted "A" and "C" schools, Officer Candidate School (OCS), Nuclear Power School, Surface Warfare Department Head Course, Submarine Officer Advanced Course, and Fleet Replacement Squadron Training - are examples of schools that qualify as neutral or idle time.

(g) Incurs lost time because of unauthorized absence, confinement, nonperformance of duty (civil arrest), or sickness/misconduct as defined by the CNO (N130), and required to be made up in compliance with 10 U.S.C. 972.

(h) Transfers from a qualifying sea-duty tour to a ship pre-commissioning unit, or to a craft pre-in-service unit, before that ship or craft is placed in service.

(3) Resets to "Zero." The consecutive sea-duty counter will be reset to zero when a member does any of the following:

(a) Executes PCS orders to a normal tour of shore duty upon detachment from a qualifying sea-duty tour.

(b) Executes PCS orders to a school that promotes personal development or broad educational values. Undergraduate and postgraduate training and junior/senior staff and war colleges are examples of schools that would reset the consecutive sea-duty counter to zero.

(c) Separates from the service for more than 24 hours regardless of the program under which reenlistment may occur.

(4) Members serving under unusual circumstances not addressed in paragraph 12c(2) may request consecutive sea-duty time counter determination via their chain of command to the Chief of Naval Operations (N130).

d. Category "B" CSP Premium Determination. Members assigned to Category "B" vessels only accrue consecutive sea-duty counter credit coincident with their entitlement to CSP. For example, a member assigned to a Category "B" vessel (on or

after 1 January 1988) spends three years aboard that vessel. During the three-year period, the member was paid for 120 days of CSP. The member would have earned three years of cumulative sea-duty counter credit, but only 120 days of consecutive sea-duty counter credit.

14. Verification of Sea-Duty Time. Members and commands must make every effort to determine a correct cumulative and consecutive sea-duty counter.

a. Questions pertaining to the policy for the crediting of service with specific units for Navy personnel should be forwarded to the Chief of Naval Operations (N130), 2 Navy Annex, Washington, DC 20370-2020. Inquiries must state specific units involved and specific periods of service in question.

b. Requests for statement of sea service for Navy personnel should be forwarded to the Naval Personnel Command (PERS-312), 5720 Integrity Drive, Millington, TN 38055. Periods of service and unit to which assigned should be specified. In most cases, the member's locally held service record or compact disk service record contains the same information. Completed statements will provide only inclusive dates (from-to) for all Category "A" and "B" vessels and vessels not listed on enclosure (2) to which the member was assigned to and served in, without regard to CSP entitlement or cumulative sea-duty time credit verification or determination. Disbursing/administrative officers should be cautioned that inclusive dates provided, particularly in the case of former or present Category "B" vessels (or vessels with no category), must be further interpreted to ensure the member's accurate entitlement to CSP (or CSP Premium) and credit for cumulative (or consecutive) sea-duty time.

c. After all local attempts have been exhausted to verify service in question (DD-214, evaluation and fitness reports, TAD orders, etc.), requests for verification or clarification of sea periods of a specific ship, a ship-based aviation unit, a ship-based staff, a Fleet Marine Force unit, or an embarkable mobile unit, may be forwarded to the Naval Historical Center, Bldg. 57, Washington Navy Yard, Washington, DC 20374-0001. Requests should specify as much information as possible about the vessel, unit, or time period in question.

24 Dec 05

15. Responsibility

a. The Chief of Naval Operations (CNO) will act upon proposed changes to ship categorization in enclosure (1) and may make modifications to ship categorizations and determine the standardized policy ("embarked and serving in") by which ship-based staffs shall be entitled to continuous CSP.

b. CNO will ensure that:

(1) Eligible self-propelled vessels are formally assigned a primary mission permitting clear determination of their sea-duty category under this instruction.

(2) Appropriate sea-duty category for each new ship classification added to reference (c) is recommended, so that personnel who regularly endure the rigors of sea duty, receive CSP when due.

(3) Periodic reviews of ship classification, primary missions, and continuous CSP ship-based staff designation are conducted to keep sea-duty categorizations up to date.

c. Chief of Naval Personnel will require CSP enforcement through unannounced disbursing/personnel examinations performed by the fleet assessment teams outlined in reference (g).

d. Chief of Naval Operations (N130) will perform an annual recertification of Category "A" and "B" designated staffs, with assistance of fleet commanders and type commanders, each June.

e. Fleet Commanders will ensure that ship-based staffs become entitled to continuous CSP (Category "A") only under the complete fulfillment of the "embarked and serving in" policy requirements.

f. Commanders, commanding officers, and officers in charge are responsible for the calculation and verification of both the cumulative and consecutive sea-duty time credit counters for individual members assigned to their units and staffs.

g. Ship-based staffs that change their designation status prior to the annual Chief of Naval Operations (N130)

OPNAVINST 7220.14
24 Dec 05

recertification of Category "A" and "B" designated staffs shall send letter notification to Chief of Naval Operations (N130), via their Type Commander and Fleet Commander, Info (Naval Inspector General).



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Deputy Chief of Naval Operations
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CATEGORIES OF VESSELS FOR ENTITLEMENT TO CSP

1. Category "A" CSP Vessels (Navy)

AE
AGF
AGSS
AO
AOE
AOR
ARS
AS(1)
CG
CV
CVN
DD
DDG
FFG
FSF
LCC
LCU 16XX(2)
LCS
LHA
LHD
LPD
LSD
LST
MCM(3)
MHC
NR-1
PC
SSBN(4)
SSGN
SSN
TWR

2. Category "A" CSP Vessels (MSC)

All T-Class vessels with USN/USMC personnel assigned (except T-AH)

Enclosure (2)

3. Category "B" CSP Vessels (Navy and MSC)

IX-21
MK V SOC
PB
T-AH
YP-676
YTB

4. Notes:

(1) Retroactive to 10 February 1996 (enactment date of FY 96 Defense Authorization Act).

(2) Category "A" from 1 June 1987 to present. Applicable only to the LCU 16XX craft assigned to ACU-1 and ACU-2 only.

(3) Retroactive to 1 October 1994 to include new MCM rotational crew concept.

(4) Includes off-crew.

24 Dec 05

DEFINITIONS

1. Active Status. A category of ships currently assigned for duty in the active fleets (normally, "in commission").
2. Career Sea Pay (CSP). A special pay, authorized by law at the applicable rates found in references (a) and (g), for a member of a uniformed service serving on sea duty and entitled to basic pay.
3. Career Sea Pay (CSP) Premium. A special pay, authorized by law for the first day of the 37th and each subsequent consecutive month of sea duty, for a member entitled to CSP.
4. Category "A". A classification of ships or craft with a primary mission accomplished while underway, and in which the member's service qualifies as sea duty.
5. Category "B". A classification of ships or craft with a primary mission accomplished in port, and in which the member's service qualifies as sea duty when the ship or craft is at sea or in a port more than 50 miles from its homeport.
6. Consecutive Sea-Duty Time Counter. Mechanism that measures consecutive months of sea-duty service for entitlement to CSP Premium.
7. Cumulative Sea-Duty Time Counter. Mechanism that measures creditable sea-duty service for entitlement to CSP.
8. Duty Types for Rotation Purposes. Types of duty designations used to establish the sea/shore rotation for members for Chief of Naval Personnel assignment distribution purposes. Each of these types of duty is credited as sea or shore duty for rotation purposes. "Sea duty for rotation purposes" is an administrative tool for career planning for the member and does not necessarily constitute assignment to "sea duty" for CSP entitlement purposes.
 - a. Sea Duty for Rotation Purposes. Duty performed in vessels and deployable aviation squadrons homeported in CONUS. CONUS land-based activities and staffs which require members to operate away from their homeport or permanent duty station in excess of 150 days per year.

Enclosure (1)

24 Dec 05

b. Non-rated Sea Duty for Rotation Purposes. Duty performed in vessels or deployable squadrons (homeported or with permanent duty stations, respectively) overseas. Overseas land-based activities and staffs that require members to operate away from their overseas homeport or permanent duty station in excess of 150 days per year.

c. Sea/Shore Type Duty Code 2. Duty performed in commissioned vessels and deployable squadrons homeported in the U.S. (including Hawaii and Alaska) or U.S. land-based activities and embarked staffs, which require members to operate away from their duty station in excess of 150 days per year.

d. Sea/Shore Type Duty Code 4. Duty performed in commissioned vessels and deployable squadrons homeported overseas or overseas land-based activities and embarked staffs, which require members to operate away from their duty station in excess of 150 days days per year.

9. Embarked. Presence aboard ship of the ship-based staff commander's flag, flown over the ship to denote that the commander considers that ship his/her flagship. Notation of this embarkation will be recorded in that ship's deck log. This embarkation procedure of flag flying and formal status recording is mandatory for CSP eligibility. When not used in reference to ship-based staffs, the term denotes the member's physical presence on board a ship or craft.

10. Fast Cruise. A period, immediately prior to initial underway trials, established by the Navy crew during which the ship is made available to members of the crew for dockside training. It also may be applied to "active status: ships or craft" who perform a similar dockside training evolution, simulating underway conditions, without actually getting underway.

11. In Commission. The status of naval ships employed in active fleet assignments. When used alone, this term shall be identified with "active status" only.

12. In Service. The status of naval ships and craft and ships of the Military Sealift Command (MSC) being used in an active

24 Dec 05

be applied to ships for the time between delivery and commissioning, when the ship or craft will normally be equipped with berthing and messing facilities and when, upon moving aboard, members of the crew will be assigned duties and responsibilities in connection with readying the ship or craft for active fleet service. When required, these ships or craft may operate underway at sea.

13. Mobile Unit. An organized unit, including aviation squadrons and air wing staffs, units assigned to the Fleet Marine Force, mobile training teams and fleet training groups which may be embarked or assigned to a Category "A" ship to perform an assigned mission or task.

14. Out of Service. The status of naval craft and ships of the Military Sealift Command (MSC) not employed in active fleet assignments.

15. Pre-Commissioning Unit. Members of the crew of a ship under construction who have reported to the shipbuilding facility.

16. Sea Duty. Duty performed by a member, under orders issued by a competent authority, in a self-propelled ship or craft that is in an active status, in commission, or in service and is equipped with messing and berthing facilities. Additionally, duty performed by a member while permanently or temporarily assigned to a ship, ship-based staff, or ship-based aviation unit and while serving on a ship whose primary mission is either accomplished underway (Category "A") or in port (Category "B").

17. Serving In. The physical presence required by orders of competent authority that dictates the service of the member aboard a vessel on sea duty. When used in reference to ship-based staffs, the term shall mean that members from that staff have established working spaces in that flagship or other Category "A" CSP qualifying vessel and do not principally use other working spaces ashore. Staff members must normally occupy those shipboard working spaces for a minimum of 8 consecutive hours to qualify for a day of CSP.

18. Ship-Based Aviation Unit. An aviation unit whose primary mission requires the unit to be assigned in a Category "A" ship.

19. Ship-Based Staff ("Embarked and Serving In"). A staff whose primary mission is accomplished underway and requires the staff to be embarked and serving in a flagship, designated as

Category "A" or "B", while operating at sea, while deployed, and while in port. These staffs are designated by the applicable Fleet Commander as entitled to Category "A" CSP.

20. Ship-Based Staff (Other, Non-Designated). A staff whose primary mission is accomplished underway and may require the staff to be embarked and serving in a flagship, designated as Category "A" or "B", while operating at sea, while deployed, and while in port (often temporarily ordered ashore with working spaces in a building). While occupying working spaces ashore, members may be eligible for Basic Allowance for Housing (BAH) and Basic Allowance for Subsistence (BAS) entitlements, but would not accrue either CSP or cumulative sea-duty credit while working ashore.

21. 30-Day Rule. A member who is permanently assigned to sea duty is entitled to receive that pay during a period of authorized leave (not to include PCS leave), temporary additional duty, temporary duty, or hospitalization or while on an operational aircraft flight, but not for more than 30 consecutive days while he/she is away from that sea-duty vessel (with the clear intent to return for duty on that vessel), providing he/she was receiving that pay prior to the period of temporary absence.

22. 8-Hour Rule. Serving a continuous eight hour workday presence aboard ship.

23. Vessel. For the purpose of this instruction, a self-propelled ship or craft (listed in reference (d)), that is in an active status, in commission, or in service.