

U.S. DEPARTMENT OF HEALTH
AND HUMAN SERVICES

PERSONNEL OPERATIONS MEMORANDUM



POM 15-002

EFFECTIVE DATE: 10 December 2014

By Order of the Acting Surgeon General of the U.S. Public Health Service:

RADM Boris D. Lushniak, MD, MPH

TO: All Corps Officers on Active Duty

SUBJECT: Post-Deployment Respite Absence

1. In accordance with Commissioned Corps Instruction (CCI) CC361.01, "Leave of Absence, General", the purpose of leave is to allow an officer of the Commissioned Corps of the U.S. Public Health Service (Corps) to rest and refresh both mentally and physically. Corps officers returning from a public health emergency or other national crisis deployment need time to rest and recuperate from the physical and psychological effects of such deployment, prior to returning to their permanent duty station. This Personnel Operations Memorandum (POM) addresses this concern.
2. Effective immediately, Corps officers who are selected for and deploy away from their Permanent Duty Station (PDS) for the purpose of supporting response operations or contingencies, as defined in [42 USC 204a\(a\)\(5\)](#) will be eligible for an uncharged administrative Permissive Temporary Duty (PTDY), henceforth known as Post-Deployment Respite Absence (PDRA), as authorized in CC361.01, subsections 6-1(i) and 6-5.
3. PDRA is authorized for a Corps officer who deploys for 14 or more consecutive days away from his/her PDS and outside of his/her PDS catchment/normal commuting area (usually 50 mile radius of PDS). Actions and activities that are within the normal scope of an officer's billet description are exempted from PDRA.
4. Officers who deploy for 14 or more consecutive days will earn PDRA at 1 full day in the following rates/increments:
 - a. 14 days but less than 30 days – 1 day;
 - b. 30 days but less than 60 days – 2 days;
 - c. 60 days but less than 90 days – 3 days;
 - d. 90 days but less than 120 days – 4 days;

- e. 120 days but less than 150 days – 5 days;
 - f. 150 days but less than 180 days – 6 days;
 - g. 180 days but less than 210 days – 7 days;
 - h. 210 days but less than 240 days – 8 days;
 - i. 240 days but less than 270 days – 9 days;
 - j. 270 days but less than 300 days – 10 days;
 - k. 300 days but less than 330 days – 11 days;
 - l. 330 days but less than 365 days – 12 days; or
 - m. 365 or more days 14 days.
5. PDRA must start within 48 hours upon return to the catchment area of his/her PDS, or on a non-duty day (e.g. Saturday, Holiday etc.), and used consecutively. The Corps officer must notify his/her supervisor and/or leave granting authority (LGA) of their intent to utilize PDRA. The officer need not physically report to his/her duty station prior to taking PDRA; however, authorization is still required.
- a. A PHS Form 1345, "Request for Authorization for Leave of Absence" must be completed and have supervisory and/or LGA authorization for PDRA;
 - b. Check the box "Other" and annotate PDRA in the "Remarks" box.
 - c. Needs of the officer's PDS may be taken into consideration by the LGA when authorizing PDRA. Every effort should be made to ensure that the officer has the necessary time to rest and recuperate after a deployment. In the event the agency faces critical issues or mission requirements dictating a quicker return to duty, the LGA may negotiate with the officer a reduced or modified schedule, no less than 1 full duty day, in lieu of full earned PDRA, to allow the officer necessary respite after a deployment and associated travel.
6. An officer may elect to not use earned PDRA. PDRA cannot be saved and utilized at a later date. Unused earned PDRA is forfeited upon return to duty.
7. PDRA may be used in conjunction with any other type of leave authorized for a Corps officer, as authorized by his/her leave granting authority.
8. All rights, privileges and requirements of a Corps officer while in an active duty status will remain in effect while on PDRA.
9. This POM will remain in effect until rescinded.

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RADM, USPHS
Acting Surgeon General