

11 AUGUST 2009



MILITARY PERSONNEL CORNER



PSD NOTES

Personnel Support Detachment Misawa , Japan Contacts

Officer in Charge -----	- 226-4683
DET LCPO -----	- 226-4610
DET LPO/MILPAY/TOPS - -----	- 226-4680
Milpers LPO/ESCO/IA Coordinator -----	- 226-4670
Customer Service/Travel/LIMDU/OTEIP -----	- 226-4612
Receipts/Extensions/Reenlistments/SRB/TLA -----	226-4680
Transfers/Seps/FLTRES -----	- 226-4610
Transportation -----	- 226-4682
ID Cards/DEERS/Customer Service -----	- 226-4610

1. DOCUMENT PROCESSING CUT-OFF DATES:

To ensure pay impacting documents are processed in time to meet established cut-off dates, please submit your documents at least five days prior to the cut-off date. The following timeline is provided:

Final update for August Mid-Month: 6 Aug 2009

Final update for August End of Month: 20 Aug 2009

Final update for September Mid-Month: 8 Sep 2009

Final update for September End of Month: 24 Sep 2009

2. RECIEPTS SECIONS

Reminder!!! New Navy personnel reporting to Misawa needs to report to PSD within 3 working day. The command CPC should endorse the orders and then send a copy of the orders, along with a copy of the page-two via TOPS to PSD as soon possible. This will ensure the timely scheduling of appointments and processing of the gain documents for the service member in order to avoiding pay problems. Personnel on leave or house hunting is not a reason for the delayed submission of the receipt.

3. LIMITED DUTY SECTION

LIMDU Tracking - The assignment and tracking of LIMDU personnel is designed to return sailors back to the Fleet in a FORDU status. In order to accomplish this goal, medical, commands and PSD Misawa are responsible for the tracking and ensuring expeditious means are used to get sailors back to the Fleet. Close coordination by the member, command, medical and PSD Misawa is required.

POC: Chief(SEL)Hovde-226-6183/PS2 Aquino-226-4612

4. SPECIAL DUTY ASSIGNMENT PAY (SDAP) ANNUAL RECERTIFICATION

Announced this years SDAP Annual Recertification period from 1 June through 31 August 2009. Commands are required to complete recertification in the first half of the window. In accordance with OPNAVINST 1160.6B, PARAGRAPH 10.B, PERS-811 will initiate a stop action for commands that do not complete recertification by 31 August 2009. POC: PS1 Espinosa, 226-4680

NAVY PAY AND PERSONNEL SUPPORT CENTER DETACHMENT MISAWA JAPAN

UNIT 5054
APO AP 96319-5000

PAYPERS TIMES