



# Retroactive Stop Loss Special Pay

- **Current/former AF members who had an approved Date of Separation (DOS) or retirement date between 11 Sep 01 and 30 Sep 09 and were involuntarily retained on active duty past their DOS or retirement date as a result of stop loss may be eligible to receive a retroactive stop loss payment of \$500 per month**
- **Legally designated representatives of deceased/ incapacitated claimants may file on behalf of claimant**
- **Applications accepted from 21 Oct 09 through 21 Oct 10**
- **Please direct all inquires to available website**  
[www.afpc.randolph.af.mil/stoploss](http://www.afpc.randolph.af.mil/stoploss) (Active Duty)  
<https://arpc.afrc.af.mil/vPC-GR/> (Reserve/Guard)
- **Call the Total Force Service Center 1-800-525-0102**



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR FORCE PERSONNEL CENTER  
RANDOLPH AIR FORCE BASE TEXAS

MEMORANDUM FOR ALL FSSs and MPSs

21 October 09  
PSDM 09-60

FROM: AFPC/DPS  
550 C Street West, Suite 121  
Randolph AFB, TX 78150-4717

SUBJECT: Retroactive Stop-Loss Special Pay Implementation (Career Development Element;  
Functional Categories: Retirements and Separations)

*This is an Active Duty Personnel Service Delivery Memorandum (PSDM) and the guidance within this PSDM applies to Air Force personnel on extended active duty, and retired and separated active Air Force component personnel. It does not apply to members of the Air National Guard and Air Force Reserve. For information pertaining to Air Reserve Component Members, please contact the Total Force Contact Center at 1-800-525-0102.*

Reference: Public Law 111-32 §310, *Making supplemental appropriations for the fiscal year ending September 30, 2009, and for other purposes.*

1. This PSDM announces the implementation of the Retroactive Stop-Loss Special Pay Compensation Program. Please provide a copy of this PSDM to your local Retiree Activities Office and Military Personnel Section, Customer Support, and Airman and Family Readiness Centers. This program authorizes retroactive stop-loss special pay compensation for active, reserve, retired, or former service members who were involuntarily retained on active duty beyond their established date of separation or retirement as a direct result of a stop-loss program at any time from 11 September 2001 to 30 September 2009. Eligible members will receive \$500 per month for each month, or portion thereof, in which they were involuntarily retained on active duty as a result of stop-loss. Since 11 September 2001, the Air Force has implemented stop-loss on two occasions: Operation ENDURING FREEDOM (2 October 2001-31 January 2003) and Operation IRAQI FREEDOM (2 May 2003-31 December 2003). **NOTE: Deployed personnel were released from stop-loss upon return from deployment and may have been extended beyond the applicable stop-loss period.**

2. By law, implementation of this program begins 21 October 2009 and ends on 21 October 2010. The Air Force Personnel Center (AFPC) will begin to accept and process applications on 21 Oct 09 for the Retroactive Stop-Loss Special Pay Compensation Program.

3. **BASIC ELIGIBILITY:** This benefit is payable to current and former Armed Forces members, including reserve component members, who at any time from 11 September 2001 to 30 September 2009, had an approved separation or retirement date and were involuntarily held in service beyond this date as a direct result of stop-loss.

**4. APPLICATION PROCESS:** Eligible individuals should print and complete DD Form 2944, **Claim for Retroactive Stop Loss Payment**, from the AFPC website at <http://www.afpc.randolph.af.mil/stoploss> and submit the Claim along with applicable supporting documentation (see list below) if available. Claimants who were on active duty at the time they were affected by stop-loss submit applications to AFPC via commercial fax: 210 565-4599/DSN 665-4599, or scan/email to [afpc.dpsos.stoploss@randolph.af.mil](mailto:afpc.dpsos.stoploss@randolph.af.mil), or mail to AFPC/DPSOS (Stop-Loss Section), 550 C Street West Suite 3, Randolph AFB, TX 78150-4713. Claimants who served in the Air Reserve Component at the time they were affected by stop-loss are directed to contact ARPC at 1-800-525-0102/DSN 926-6528 or visit their website <https://arpc.afrc.af.mil/vPC-GR/> for application information. If an eligible member is deceased or incapacitated, the duly appointed legal representative as defined IAW United States Code: Title 10, section 2771, may submit a claim and qualify for payment on behalf of the member or the member's estate. Proof of both the eligible member's death/incapacitation and legal designation of representative is required prior to payment of claim.

**5. APPLICANTS RESPONSIBILITIES/ACTIONS:** Claimants must submit their completed/signed DD Form 2944, *Claim for Retroactive Stop Loss Payment* located at: <http://www.afpc.randolph.af.mil/stoploss> to AFPC via fax, commercial: 210 565-4599/DSN 665-4599 or scan/email to [afpc.dpsos.stoploss@randolph.af.mil](mailto:afpc.dpsos.stoploss@randolph.af.mil) or mail to AFPC/DPSOS (Stop-Loss Section), 550 C Street West Suite 3, Randolph AFB, TX 78150-4713 upon implementation announcement and not later than 21 October 2010. Claimants are encouraged to submit any additional source documents they may have to support their claim. Inclusion of source documentation may aid in expeditiously processing claims. The AFPC/DPSOS Stop Loss section staff will attempt to process claims without additional source documentation and attempt to retrieve required documents from the claimant's military records as required. If unable to retrieve supporting documentation, we AFPC will notify claimants in an attempt to retrieve the required source documentation from them. If a claimant wishes to retrieve source documents on their own, they may obtain copies of source documents filed in their military records through the National Personnel Records Center (NPRC) at: <http://www.archives.gov/st-louis/military-personnel/index.html> by submitting a SF 180 located at <http://www.archives.gov/st-louis/military-personnel/index.html>. This information may also be found on the AFPC Stop Loss website at: <http://www.afpc.randolph.af.mil/stoploss>.

Note: Claimants must submit account and bank routing information in the designated area on the claim application to facilitate Defense Finance and Accounting Service (DFAS) electronic payment. Failure to include this information may hinder the ability of DFAS to pay approved claims.

**6. AUTHORIZED SOURCE DOCUMENTS TO SUPPORT STOP-LOSS CLAIM:**

The following is a list of authorized source documents. Note: This list is not all-inclusive. Claimants are free to provide any and all documentation clearly demonstrating they were involuntarily held on active duty beyond their established date of separation or retirement as a direct result of stop-loss:

- DD Form 214, *Certificate of Release or Discharge from Active Duty*
- DD 215, Correction to DD 214
- Enlistment or reenlistment document recording original expiration of service date
- Retirement orders establishing retirement prior to actual date of retirement as stipulated on DD 214 or DD 215

- Approved resignation memorandum or transition orders establishing a separation date prior to actual date of separation as stipulated on DD 214 or DD 215
- Revocation of orders (retirement or separation)
- Copy of AF Form 1160, *Military Retirement Actions*, AF Form 780, *Officer Separation Actions*, AF Form 31, *Airman's Request for Early Separation/Separation Based on Change in Service Obligation*, or AF Form 973, *Request and Authorization for Change of Administrative Orders*.
- Copy of initial retirement or separation order with subsequent final order enacting final retirement/separation (demonstrates change in orders)
- Copy of request to Reestablish DOS Retirement Date (upon AFSC release from Stop-Loss)
- Involuntary DOS extension memorandum (2003 only)
- Signed documentation or affidavit from knowledgeable officials from the individual's chain of command
- Other documentation that individual feels may support their claim.

**7. AFPC STOP-LOSS PROCESSING RESPONSIBILITIES/ACTIONS:** AFPC OPRs will review submitted stop-loss claims and supporting documentation to verify stop-loss claim and approve/disapprove applications. AFPC will return to the claimant any claim that is disapproved along with an explanation as to why the claim was disapproved and procedures by which to appeal the decision. AFPC will hold claims with insufficient documentation in pending status and will notify the claimant of the need to obtain required supporting documentation in order to complete adjudication. Claims held in pending status will remain in pending status until AFPC receives the required documentation or a maximum period of 120 days following the date of notification of pending status. Claims remaining in pending status as of midnight on the 121<sup>st</sup> day will be adjudicated based upon the information provided. If insufficient to support approval, the claim will be denied. AFPC will assist members to obtain additional documentation from NPRC whenever possible to aid in finalizing all claims. AFPC will provide a status of claims to claimants upon request. AFPC will submit a weekly report to DFAS of approved stop-loss payment claims containing the following information: Last Name, First Name, Middle Initial, Grade, SSAN, Service, Entitlement Start Date, Entitlement End Date, Street/Apartment #, City, State, Zip Code, Beneficiary Last Name (if applicable), Beneficiary SSAN (if applicable), Account Routing #, Account Type, E-mail, Phone Number, Location/Country and State of Legal Residence.

AFPC will submit a consolidated Active Duty Air Force report NLT the 10th of the month each quarter, beginning Jan 2010, NLT the 10<sup>th</sup> day of January, April, July, October, and so on to AF/A1PPS with the following information: The number of claims filed, the number of claims approved, the number of claims denied and the associated reasons why (especially with regard to members disapproved for discharge under other than honorable conditions—PL 111-32 §310(f)), the number of appeals, the number of claims pending and the reasons why, the amount of funding that has been obligated, to include mean and median payments provided per claimant, the number of claims and payments made in accordance with 10 USC §2771, *Final settlement of accounts: deceased members*, the mean and median processing times from receipt of claim to payment. This reporting requirement will remain in effect until the last claim is adjudicated.

**8. DFAS RESPONSIBILITY/ACTIONS:** DFAS will review approved claims to determine Combat Zone Tax Exclusion eligibility. DFAS will make a direct deposit payment to the individual's account upon receipt of approved claims from AFPC. Once DFAS completes the direct deposit transaction, DFAS will provide AFPC with a weekly a list of "closed/paid" accounts.

**9. APPLICANTS APPEAL PROCESS/ACTIONS:** If a claim is disapproved, the claimant may submit an appeal. To appeal the decision the claimant must resubmit a Memorandum of Appeal citing justification addressing why the denial was made in error, and include additional information/supporting documentation not previously considered that clearly indicates the claimant qualifies under the provisions of this program. A template Memorandum of Appeal is provided for claimant use at [www.afpc.randolph.af.mil/stoploss](http://www.afpc.randolph.af.mil/stoploss). Submit appeals via fax, commercial: 210 565-4599/DSN 665-4599 or scan/email to [afpc.dpsos.stoploss@randolph.af.mil](mailto:afpc.dpsos.stoploss@randolph.af.mil) or mail to AFPC/DPSOS (Stop-Loss Section), 550 C Street West Suite 3, Randolph AFB, TX 78150-4713. The adjudication authority for initial appeals is the AFPC/CC or designated representative. If the appeal is subsequently disapproved, the applicant may submit a DD Form 149, *Application for Correction of Military Record Under the Provisions of 10 USC §1552*.

Claimants should be cautioned when forwarding submissions that the protection of their Privacy Act and Personal Identifiable Information documents is their responsibility prior to arriving at the Stop-Loss Section of AFPC. Once received, AFPC takes every precaution to protect their information and documents during its processing. We encourage you take the following measures before sending:

- Mail: Consider sending your documents FEDEX or certified mail with return receipt.
- Scan/E-mail/fax: Prior to sending double check you have the correct scan/e-mail address and fax number. You may wish to contact the receiving location to confirm receipt.
- Active duty members that use government equipment to scan/e-mail or fax documentation should review AFI 33-332, Privacy Act Program, Chapter 7 (and 12 and also DoD 5400.11-R, Department of Defense Privacy Program, and AFI 33-119, Air Force Messaging, Chapter 8 prior to transmission. If using fax, remember to use the AF Form 3227, Privacy Act Cover Sheet with your documents. This form is available at the website listed below.

**10. AF/A1PPS RESPONSIBILITY/ACTIONS:** AF/A1PPS will submit a consolidated AF report NLT the 21<sup>st</sup> of the month each quarter, beginning Jan 2010, to OUSD P&R. To apply for payment, visit the stop-loss payment website at <http://www.afpc.randolph.af.mil/stoploss> or contact the Total Force Service Center at 1-800-525-0102.

11. For additional information, see the Personnel Services Delivery (PSD) Guide at [https://gum.afpc.randolph.af.mil/cgi-bin/askafpc.cfg/php/enduser/std\\_adp.php?p\\_faqid=8417](https://gum.afpc.randolph.af.mil/cgi-bin/askafpc.cfg/php/enduser/std_adp.php?p_faqid=8417) (AFPC Website > scroll down to Military Quick Links > Personnel Services Delivery

(Mil PSD) > Active Duty PSD Guide).

//Signed//  
WILLIAM D. FOOTE, Colonel, USAF  
Director, Personnel Services