



DEPARTMENT OF THE ARMY
UNITED STATES ARMY JAPAN
UNIT 45005
APO AREA PACIFIC 96343-5005

REPLY TO
ATTENTION OF:

APAJ-GA

28 JUN 2016

COMMAND POLICY MEMORANDUM 16-09

FOR SEE DISTRIBUTION

SUBJECT: US Army Japan (USARJ) New Parent Leave Authorization Policy

1. References.

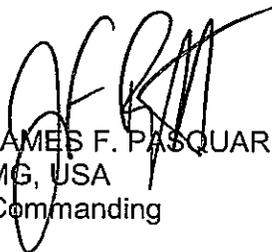
- a. Army Directive 2016-09 (Maternity Leave Policy), 01 March 2016.
- b. Department of Defense Instruction 1327.06 (Leave and Liberty Policy and Procedures), 16 June 2009, incorporating Change 2, effective 13 August 2013.
- c. Army Regulation 600-8-10 (Leaves and Passes) 16 February 2006, including Rapid Action Revision issued 4 August 2011.
- d. AR 614-30 (Overseas Services), 27 January 2015.
- e. AR 635-200 (Active Duty Enlisted Administrative Separations), 6 June 2005, including Rapid Revision issued 4 August 2011.
- f. ALARACT 062/2009 (Army Guidance For Paternity Leave), 10 March 2009.

2. Purpose: To update command policy regarding maternity and paternity leave for Active Duty Soldiers.

3. Applicability. This policy applies to all USARJ Service Members on Active Duty to include Reserve Soldiers serving on call or ordered to Active service for a continuous period of a minimum of 12 months.

4. Point of contact for this policy is the USARJ Well Being and Quality of Life Specialist, G1, at 263-3567.

Encl
Active Duty New Parent Leave Policy


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USARJ ACTIVE DUTY NEW PARENT LEAVE AUTHORIZATION POLICY

1. Background: Department of Defense has extended maternity leave for Soldiers from six weeks to twelve weeks, effective 2 February 2016. Paternity leave is a 10-day non-chargeable leave authorization established in ALARACT 062/2009.

2. Definition. Birth Event: a birth of a child or children to a female Soldier when the mother keeps the child or children. Multiple children resulting from a single pregnancy (twins, triplets, etc.) will be treated as a single birth event, as long as multiple births occur within the same 72-hour window.

3. Policy.

a. Maternity leave.

(1) Effective 2 February 2016, commanders will authorize up to twelve continuous weeks of non-chargeable maternity leave for eligible Active duty Soldiers and for Reserve component Soldiers who are serving on call or ordered to active service for a continuous period of a minimum of 12 months.

(2) Troop Program Unit (TPU) Soldiers are not eligible for maternity leave, but are excused from battle assemblies and annual training that may occur within the 84 calendar day period immediately following a birth event.

(3) Any amount of maternity leave unused at the time of separation from active service will be forfeited. Maternity leave is not transferable.

(4) Female Soldiers who were on maternity convalescent leave on or immediately after 2 February 2016 will be granted an additional 42 days of maternity leave. Soldiers who were on approved ordinary leave in conjunction with their six week convalescent leave after a birth event are authorized to convert their ordinary leave to non-chargeable leave as long as it does not extend a total of 84 days.

(5) Female Soldiers who were in a leave status described in paragraph 3a(4), but who have since returned to duty, are authorized to return immediately to a convalescent leave status. They may take the remaining leave as long as both leave periods do not total more than 84 days.

b. Paternity leave.

(1) Effective 10 March 2009, 10 days of non-chargeable leave are authorized and be used in conjunction with other leave authorized.

(2) Paternity leave is only authorized for a married Soldier on Active duty and includes Title 10 and Title 32 Active Guard and Reserve (AGR) duty. Paternity leave is not authorized for single Soldiers who father a child out of wedlock.

(3) Paternity leave will not exceed 10 days and must be taken in a consecutive manner within 45 days of the birth event.

(4) Deployed Soldiers have 60 days after redeployment to utilize the 10 days of paternity leave.

(5) The following sentence MUST be included in block 17 of DA Form 31 (Request and Authority for Leave): "I am requesting paternity leave in connection with the birth of my child. I understand that by law paternity leave is only authorized for married Soldiers on Active duty, whose wife has given birth to a child on or after 14 October 2008. _____" (Soldier's initials).