



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 7220.24P
MPP-20
21 OCT 2016

MARINE CORPS ORDER 7220.24P

From: Commandant of the Marine Corps
To: Distribution List

Subj: SELECTIVE RETENTION BONUS (SRB) AND BROKEN SERVICE SELECTIVE RETENTION
BONUS (BSSRB) PROGRAM

Ref: (a) 37 U.S.C. 331
(b) DoD Instruction 1304.31, "Enlisted Bonus Program," March 12, 2013
(c) DoD Financial Management Regulation, Volume 7A, Chapter 9, April 2016
(d) OPNAVINST 1160.8A
(e) MCO 1900.16 CH 1
(f) MCBul 7220
(g) SECNAV M-5210.1
(h) 10 U.S.C. 1171
(i) DoD Financial Management Regulation, Volume 7A, Chapter 2, July 2014
(j) MCO 1130.80
(k) SECNAVINST 5211.5E
(l) 5 U.S.C. 552a

1. Situation. To provide policy and procedural guidelines for the administration of the Marine Corps Selective Retention Bonus (SRB)/Broken Service Selective Retention Bonus (BSSRB) Program as authorized by references (a) through (l).

2. Cancellation. MCO 7220.24N.

3. Mission. This Order provides the Marine Corps policy for the SRB/BSSRB Program. Reference (f) will be published annually to provide current guidance concerning the administration of the SRB/BSSRB program.

4. Execution. SRB/BSSRBs are monetary incentives paid to enlisted members at the time of reenlistment to assist in attaining and sustaining the requisite number of career enlisted personnel in designated Primary Military Occupational Specialties (PMOSs).

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. This Order sets the policy for the administration of the SRB/BSSRB Program.

(2) Concept of Operations

(a) SRB/BSSRB Designation Requirements. The following shall be considered when designating a PMOS for purposes of paying the SRB/BSSRB:

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1. The critical personnel shortage in a particular PMOS with respect to at least three of the preceding year groups, as defined by Headquarters Marine Corps (HQMC).

2. The potential impact of the critical personnel shortage on the mission of the Marine Corps.

3. The degree to which retention in a particular PMOS does not meet established retention objectives.

4. The high cost of training associated with the PMOS.

5. The relatively arduous or otherwise demanding nature of the PMOS, as compared to other military or civilian alternatives.

6. The degree to which retention is likely to improve in this reenlistment or extension category, as compared to the overall cost of the bonus in a particular PMOS.

7. The high demand for the skill associated with the PMOS in the civilian labor market.

(b) SRB Eligibility

1. Be an active component Marine serving on active duty, or have been separated from the active component for less than 90 days.

2. Be eligible and recommended for reenlistment.

3. Be serving in the grade of Lance Corporal or above.

4. Be assigned a PMOS designated in the annually published reference (f) and serve within that PMOS for the duration of the reenlistment unless authorized by HQMC.

5. Reenlist for a period of at least 36 months additional obligated service.

6. Meet skill qualification prior to payment of the SRB for a member transferring into a PMOS.

(c) Broken Service SRB (BSSRB) Eligibility

1. Reference (j) provides information and instructions for the administration of all Marines with prior active duty or reserve service who desire to reenlist into the regular Marine Corps.

2. Marines who meet the requirements of reference (j) may be eligible for a BSSRB at the time of reenlistment. If BSSRBs are available, it will be announced in reference (f)

(d) SRB/BSSRB Restrictions

1. A person is not eligible for an SRB/BSSRB if the person was discharged or released from active duty or service in an active status based on a determination of misconduct, substandard duty performance, or moral or professional dereliction.

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2. An SRB/BSSRB may not be paid to an enlisted member who has completed more than 20 years of active duty or service in an active status, or who will complete a total of 24 years of service before the end of the period of active duty or active status for which the bonus is offered.

3. Members who reenlist or voluntarily extend an enlistment to obtain sufficient obligated service to participate in a program leading to commissioned or warrant officer status are not eligible for SRB/BSSRB.

(e) Reenlistment Zone Eligibility

1. Zone A: 17 months to exactly 6 years active service, to include active service in any other military department.

2. Zone B: 6 years and 1 day to exactly 10 years total active service, to include active service in any other military department.

3. Zone C: 10 years and 1 day to exactly 14 years of total active service, to include active service in any other military department.

4. Zone D: 14 years and 1 day to exactly 18 years of total active service, to include active service in any other military department.

5. Zone E: 18 years and 1 day to exactly 20 years of total active service, to include active service in any other military department.

(f) SRB/BSSRB Amounts and Payments

1. Only one SRB/BSSRB may be paid per reenlistment zone.

2. References (b) and (c) establish SRB/BSSRB payment caps. Annual limits will be published via reference (f).

3. SRBs/BSSRBs will be paid in lump sum payment.

4. Eligible PMOSs, Zones, and specific SRB/BSSRB amounts will be published annually via reference (f).

5. Computation of SRB payments will be in accordance with reference (c) and the current reference (f).

6. The SRB/BSSRB may not exceed \$25,000 for each year of obligated service in a Regular Component. The maximum amount for an SRB is \$100,000.

7. Members may receive more than one SRB, but the total combined SRB payments over a career shall not exceed \$200,000.

8. SRB/BSSRB amounts may be prorated for extension requests greater than one year and reenlistments greater than 3 years. The additional service time will be calculated on a monthly basis at a rate equal to 1/12th the annual amount. Total bonus amounts are limited to \$100,000.

(g) Special Considerations

1. SRB/BSSRB is intended for Marines reenlisting to serve in their PMOS for the duration of the reenlistment unless they are authorized by

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Commandant of the Marine Corps, Manpower and Reserve Affairs (CMC M&RA) Manpower Management Enlisted Assignments (MMEA-2) to serve in an out-of-skill assignment. Out-of-Skill assignments are necessary to meet the Marine Corps' diverse missions and will be required from certain Marines receiving an SRB. Examples of authorized out-of-skill assignments include, but are not limited to, drill instructor and recruiting duty. CMC M&RA (MMEA-8) will maintain a current listing of authorized out-of-skill assignments.

(h) Repayment Policies

1. A Marine who does not complete the term of enlistment or extension of enlistment or who is not technically qualified in the PMOS for which the SRB/BSSRB was paid will be subject to the repayment provisions in reference (i).

2. As a general rule, repayment action will not be pursued in situations in which the member's inability to fulfill specified service conditions related to a pay or benefit is due to circumstances determined reasonably beyond the member's control.

3. Marines who are discharged within 12 months before the expiration of an enlistment, reenlistment, or extension of enlistment pursuant to reference (h) are considered to have completed the terms of the enlistment, reenlistment, or extension of enlistment for which the SRB/BSSRB was paid.

4. SRB/BSSRB shall not be repaid if a Marine loses his/her PMOS or technical qualifications due to injury, illness, or other impairment not the result of misconduct.

5. If a Marine is voluntarily separated due to pregnancy the unearned portion of SRB/BSSRB shall be repaid. If a Marine is temporarily reassigned to a billet out of her SRB/BSSRB PMOS due to pregnancy, repayment is not required.

6. Marines who reenlist in their primary PMOS, then subsequently apply to and are accepted into a program that will change their primary PMOS or lead to a commission, are not subject to any repayment of SRB/BSSRB.

7. Marines who apply for a program which will change their PMOS or lead to a commission, then subsequently reenlist within their PMOS will not normally be considered eligible for an SRB/BSSRB and are subject to repayment of the unearned portion of any SRB payment received.

b. Subordinate Element Missions

(1) Deputy Commandant, Manpower and Reserve Affairs (M&RA) shall:

(a) Publish reference (f) annually which will outline current payable SRB/BSSRB amounts and administrative procedures for the current year. (MPP-20)

(b) Ensure all policies and procedures outlined in this Order are upheld and easily accessible. (MPP-20)

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(c) Ensure Marines receiving SRB/BSSRB are assigned to a billet requiring their PMOS, unless he/she is serving in an authorized out-of-skill requirement. (MMEA-2)

(d) Maintain current list of authorized out-of skill assignments for SRB/BSSRB Marines. (MMEA-2)

(e) Ensure SRB/BSSRB payments are authorized and approved per the procedures established within this Order and annual reference (g). (MMEA-1)

(2) Commanding Officers shall:

(a) Ensure Marines receiving SRB/BSSRB for service within their PMOS are performing duties within their PMOS.

(b) Initiate recoupment process via local Finance/Disbursing office when recoupment is warranted by the provisions set forth in this Order or annual reference (f). Request determination from CMC M&RA (MPP-20) when recoupment determination cannot be made.

(3) Disbursing Officers. Disbursing officers making an SRB/BSSRB payment will ensure that correct payments/recoupments are processed per the provisions of this Order and annual reference (f).

(4) Career Planners. Career Planners are responsible for the completion and distribution of the SRB Statement of Understanding. Distribution of the SRB/BSSRB Statement of Understanding is as follows:

(a) The original is maintained in the individual case file.

(b) A copy is sent to CMC M&RA (MMRP-20) for inclusion in the Marine's Official Military Personnel File.

(c) A copy is presented to the Marine at the time of reenlistment.

5. Administration and Logistics

a. The SRB/BSSRB Program Statement of Understanding is available on TFRS website (<https://tfrs.manpower.usmc.mil>) or by contacting CMC M&RA (MMEA-1).

b. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per references (g) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

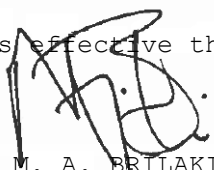
c. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The DON recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities will be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII will be in accordance with the Privacy Act of 1974, as amended (reference (k)) and implemented per reference (l).

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6. Command and Signal

a. Command. This Order is not applicable to the Marine Corps Reserve.

b. Signal. This Order is effective the date signed.



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