



DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
9301 NW, 33RD STREET
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SCCS

29 May 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum 68-20, Foreign Language Proficiency Pay (FLPP) for Department of Army (DA) Civilian Employees Assigned to U.S. Southern Command

1. References:

- a. AR 11-6, Army Foreign Language Program, 18 February 2016.
- b. DA PAM 11-8, Army Foreign Language Program Handbook, 8 January 2016.
- c. DOD 7000.14-R, Financial Management Regulation, Volume 8, Chapter 3, June 2018.
- d. Under Secretary of Defense Memorandum, dated 7 April 2008, Subject: Foreign Language Proficiency Pay (FLPP) for DOD Civilian Employees.
- e. Under Secretary of Defense Memorandum, dated 3 November 2006, Subject: Foreign Language Proficiency Pay (FLPP) for DOD Civilian Employees Performing Non-Intelligence Duties.

2. Purpose: To establish policy and responsibilities for validating and authorizing DA Civilian Foreign Language Proficiency Pay (FLPP) for DA Civilians.

3. Applicability: This Policy Memorandum applies to all DA Civilians assigned to or serving in a HQ SOUTHCOM or Security Cooperation Office (SCO) authorized billet.

4. Policy: Employees must be currently serving in a position in which proficiency in a foreign language is required for performance of officially assigned intelligence-related or non-intelligence duties. The employee must be assigned to a language-coded billet and the billet number must be included on the Joint Table of Distribution (JTD).

a. In determining whether proficiency in the foreign language is required to perform officially assigned duties, factors to consider include, but are not limited to:

(1) the level of interaction the employee has with partner nation personnel and

(2) if proficiency in the foreign language is necessary for the employee to perform officially assigned duties.

b. DA Civilians serving in a FLPP coded billet position that requires a foreign language proficiency must be properly documented in the employees' Position Description (PD) to include the skill level required to effectively perform official duties. IAW AR 11-6, 6-4(g)(4), the FLPP level is based on an individual's demonstrated proficiency in the specified language and the Army Language List (ALL) (see Appendix A). The amount of FLPP should not exceed the bi-weekly pay period limit listed on the pay payment table and may not exceed five (5) percent of the employee's rate of basic pay.

c. The effective date of FLPP is the date the proficiency testing is complete or date eligibility begins IAW AR 11-6, whichever is later.

d. IAW AR 11-6, the amount of FLPP may not exceed \$184.62 per bi-weekly pay for a single language, and \$461.54 per bi-weekly pay period for a combination of languages (see appendix A). Total FLPP payments cannot exceed \$12,000 for any 12 month period. Payment requires:

(1). The language must be the DA Civilian's Control Language (CLANG) as it is documented in the employee's PD. The CLANG is paid at the "A" rate (higher rate). Any other language listed in the DA Civilian's PD is paid at the "B" rate (lower rate).

(2). FLPP will only be paid for one dialect per language, unless multiple dialects are specified in the PD.

(3). FLPP becomes effective on the pay period following receipt of all documentation and approvals by the appropriate DA Civilian pay system.

e. FLPP is not to be paid if the employee is in a Leave without Pay (LWOP) or other unpaid status in excess of 10 consecutive workdays, or in an extended paid absence in excess of 30 consecutive workdays.

f. FLPP is a discretionary payment and may be terminated by the SOUTHCOM Chief of Staff at any time.

5. Positions authorized to receive FLPP payments will be reviewed and validated annually by the Human Resources Oversight Council (HROC). If the HROC determines that proficiency in a foreign language is no longer required to perform official duties, the HROC will make a recommendation to the Chief of Staff (COS) that the language requirement for that position be eliminated. If the COS approves the recommendation, the employee(s) will be notified of the change and the FLPP payment(s) will be terminated.

6. If/when a supervisor determines proficiency in foreign language is required for a position that does not currently have that requirement, the supervisor will request addition of the language to the billet and the corresponding PD through the HROC to the COS. The COS is the final arbiter of all FLPP coded positions/billets.

7. Records Management: Records generated by the implementation of this policy are maintained IAW the Chairman of the Joint Chief of Staff Manual (CJCSM) 5760.01, Joint Staff Records Schedule.

The proponent agency of this regulation is the US Southern Command. Users are invited to send comments and suggested improvements to: HQ USSOUTHCOM ATTN: J14 305-437-3558, 9301 NW 33rd Street, Doral, FL, 33172-1202

FOR THE COMMANDER

PATRICIA M. ANSLOW
Major General, USA
Chief of Staff

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Appendix A

DA Civilians remain eligible for FLPP while attending short-term non-language training (119 days or less).

DA Civilians are not eligible for FLPP while attending long term non-language training (120 days or longer) such as joint and senior service schools (for example, National War College, Industrial College of the Armed Forces, Army War College) unless the course of study is in the FLPP designated language or is language related.

The Army's minimum linguist proficiency standard is level two (limited working proficiency) in listening and level two in reading or speaking as delineated by the Interagency Language Roundtable.

The FLPP payment levels are based on proficiency ratings in listening, reading, and/or speaking with a minimum proficiency score of two. Rates are established in AR 11-6, currently shown below:

DA Civilian foreign language proficiency pay payment table – payment per bi-weekly pay period		
DLPT Score	Payment List "A"	Payment List "B"
2/2	\$92.31	\$69.23
2+/2+	\$136.46	\$92.31
3/3	\$184.62	\$138.46