



**STATE OF NEW MEXICO**  
Department of Military Affairs  
47 Bataan Boulevard  
Santa Fe, New Mexico 87505

27 June 2003

MEMORANDUM FOR All New Mexico National Guard Technicians and  
AGR Supervisors of Technicians

FROM: NMNG HRO/SHRS (Maj Lewis)

SUBJ: Appropriate Compensation for Military Technicians Supporting State Fire Emergencies

1. This letter identifies procedures for NMNG permanent technicians to receive compensation for service in support of the state fire emergencies.
2. Technician personnel (permanent employees) that participate in the state fire emergencies must do the following to receive compensation for service:
  - a. The technician must be on State Active Duty orders for all days that he/she supported the emergency.
  - b. The technician must be in one of the following leave categories for all normal duty hours missed while supporting the emergency:
    - Annual Leave
    - Compensatory Leave
    - Leave Without Pay
    - Law Enforcement Leave – *There is no double compensation when in this leave category.*
    - (Note: Military Leave and Sick Leave are not authorized for State Active Duty.)
  - c. To receive compensation for service, turn in copies of your state orders and leave slips to your local finance office. To receive both your regular technician pay and your state active duty pay, you must be coded “CT” (Comp Time) or “LA” (Annual Leave), on your time and attendance sheet for the time you are on State Active Duty (SAD).
  - d. For those technicians that utilized Law Enforcement Leave (not applicable to Annual Leave or Compensatory Leave while on SAD), one of the following will occur when you receive your SAD check:
    - (1) If you earn more from SAD than from your normal technician duty, you must refund the technician pay to DFAS by either writing a check to DFAS, or DFAS will collect it from your regular technician pay. This only applies to state active duty hours that occurred during your regular technician work schedule.

(2) If you earn more on your regular technician check than you do while on SAD, you must refund the SAD check to DFAS.

3. Your technician pay office will publish additional guidance regarding how to return overpayments to DFAS.

4. If you have questions regarding Law Enforcement Leave, please call me at (505) 474-1283 or DSN 867-8283. Thank you.

*//~Signed~//*

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