



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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OPNAVINST 7220.18
PERS-435
6 AUG 2010

OPNAV INSTRUCTION 7220.18

From: Chief of Naval Operations

Subj: AVIATION CAREER INCENTIVE PAY

Ref: (a) Title 37, U.S. Code
(b) DoD 7000.14-R, Financial Management Regulation,
Vol. 7A of Jun 2010
(c) OPNAVINST 3710.7U
(d) SECNAVINST 7220.87
(e) Military Personnel Manual (MILPERSMAN)
(f) NAVMED P-117
(g) OPNAVINST 1000.16K
(h) BUPERSINST 1301.40A
(i) OPNAVINST 7220.9

Encl: (1) Definitions
(2) Monthly Aviation Career Incentive Pay Rates - All
Officers
(3) ACIP Gate Chart
(4) Flight Gate Waiver Letter Format
(5) Conditional ACIP Flight Hour Verification Letter
Format

1. Purpose. To provide information, policy, and procedures for administration of aviation career incentive pay (ACIP) for aviation officers.

2. Cancellation. BUPERSINST 7220.29A.

3. Background. The aviation pay system of the Armed Forces is authorized by reference (a). Entitlement to ACIP is restricted to those regular and reserve officers who hold or are in a training syllabus that will lead to an aeronautical designation and who engage and remain in aviation service on a career basis.

4. Definitions. Enclosure (1) contains definitions of terms used in this instruction.

5. Responsibilities

a. Secretary of the Navy (SECNAV). Grants waivers of ACIP months of flying (MOF) flight gate requirements for aviators who are unable to meet their MOF flight gate requirements due to fulfilling critical non-flying billets.

b. Deputy Chief of Naval Operations (Manpower, Personnel, Training and Education) (CNO (N1)). Is the promulgating authority for this instruction.

c. Navy Personnel Command (NAVPERSCOM), Aviation Career Continuation Pay (ACCP)/ACIP Program Officer (PERS-435)

(1) Oversees and manages the ACIP program.

(2) Develops and issues specific ACIP program policy.

(3) Verifies flight hours for conditional ACIP entitlement purposes.

(4) Finalizes waiver approval authority for conditional flight time waiver requests for member's inability to meet the flight hour requirements defined in reference (b) due to military operations or non-availability of aircraft.

d. NAVPERSCOM, ACIP Program Action Officer (PERS-435A)

(1) Conducts periodic reviews of ACIP payments.

(2) Initiates action to stop, start, and adjust ACIP payments.

(3) Reviews and adjusts aviation service entry dates (ASED) for officers with previous aviation service as an officer.

(4) Reviews and corrects aviation status indicator (ASI) codes for aviation officers.

e. Commanding Officers (COs)

(1) Track and report flight hours for conditional ACIP and hazardous duty incentive pay (HDIP) for flying recipients as defined in reference (a).

(2) Notify NAVPERSCOM (PERS-435) of the need to suspend, terminate, or reinstate ACIP for officers under their command.

(3) Endorse conditional flight time waiver requests for member's inability to meet the flight hour requirements defined in reference (b) due to military operations or non-availability of aircraft.

f. Defense Finance and Accounting Service. Pays conditional and continuous ACIP.

6. Policy. An officer, except a flight surgeon or other medical officer, who is entitled to basic pay, holds an aeronautical designation, and is qualified for aviation service under regulations prescribed by SECNAV as stated in reference (c), is entitled to continuous ACIP at a rate as set forth in enclosure (2). A flight surgeon, or other medical officer, who is entitled to basic pay, holds an aeronautical rating or designation, and is qualified for aviation service under prescribed regulations, is only entitled to conditional ACIP at a rate as set forth in enclosure (2), for the frequent and regular performance of operational flying duty.

a. Aviation Career Screening Gates. Changes to reference (a) have resulted in three distinct screening gate requirements per enclosure (3). An officer's ASED, as listed in the following three paragraphs, determines which applies.

(1) ASED prior to 3 October 1979. An officer in this category must have performed at least 6 years of operational flying (72 MOF) within the first 12 years of aviation service for entitlement to continuous ACIP until the next gate at 18 years of aviation service. Officers must perform at least 108 MOF within the first 18 years of aviation service to be entitled to continuous ACIP through 22 years of aviation service. Officers must have performed at least 132 MOF within the first 18 years of aviation service for entitlement to continuous ACIP through 25 years of aviation service.

(2) ASED from 3 October 1979 through 2 October 1985. If an officer in this category performed at least 72 MOF prior to 2 October 1991, the requirements outlined in paragraph 6a(1) above apply. If an officer in this category had less than 72 MOF on 1 October 1991, the requirements of this paragraph apply. This officer must have performed at least 6 years of operational flying (72 MOF) within the first 12 years of aviation service for entitlement to continuous ACIP until the next gate at 15 years of aviation service. This officer must have performed at least 108 MOF within the first 15 years of aviation service for entitlement to continuous ACIP until the next gate at 18 years of aviation service. Officers must have performed at least 108 MOF within the first 18 years of aviation service for entitlement to continuous ACIP through 22 years of aviation service. Additionally, this same officer must have completed at least 132 MOF within the first 18 years of aviation service to be entitled to continuous ACIP through 25 years of aviation service.

(3) ASED after 2 October 1985. An officer must have performed at least 8 years of operational flying (96 MOF) within the first 12 years of aviation service for entitlement to continuous ACIP until the next gate at 18 years of aviation service. An officer must have performed at least 120 MOF within the first 18 years of aviation service for entitlement to continuous ACIP through 22 years of aviation service. An officer who has performed at least 144 MOF within the first 18 years of aviation service is entitled to continuous ACIP through 25 years of aviation service.

(4) Waiver of Flight Gate Requirements. The MOF requirements for the 12-year and 18-year screening gates described above may only be waived by SECNAV. Waivers will be considered in circumstances in which an aviation officer has failed to meet a flight gate due to fulfilling critical non-flying billets. Tours which may qualify for the waiver include, but are not necessarily limited to the following: joint duty; joint professional military education while attending any war college; Washington, DC area tours; Naval Postgraduate School (NAVPGSCOL); recruiting; aide duty; NAVPGSCOL subspecialty utilization tour; mandatory assignment as an individual augmentee or global war on terror support assignment; and disassociated sea tours. Non-resident NAVPGSCOL programs are not considered critical non-flying billets. In

order to be eligible for a waiver, an officer must accumulate a minimum of 6 years (72 MOF) prior to reaching the 12-year gate. This 6-year minimum is a requirement of the law and cannot be waived. A waiver will allow an officer to retain entitlement to continuous ACIP even though the MOF requirement for a gate was not met. The waiver does not add any MOF to an officer's record. An officer waived for one gate must still meet the MOF requirement of the next gate. A waiver request may be submitted to SECNAV via the member's chain-of-command per reference (d). Waiver requests with appropriate endorsements should be forwarded to NAVPERSCOM (PERS-435) and may be submitted up to 1 year prior to the 12-year or 18-year gate, but no later than the second anniversary of the flight gate failure date. The format for a waiver request is contained in enclosure (4).

(5) Gate Failure/Conditional ACIP Entitlement. An officer who has failed a gate and has not been granted a flight gate waiver is eligible for conditional ACIP until the next gate regardless of the MOF total. An officer who has completed 25 years of aviation service is no longer eligible for continuous ACIP, but may be eligible for conditional ACIP. Officers who have failed a gate or are over 25 years of aviation service are eligible for conditional ACIP only while performing operational flying, provided that an aeronautical designation is retained and the requirements of references (b) and (c) are met. The officer must be under orders to duty in a flying status involving operational or training flights (DIFOPS) and logged into a billet that is designated XXX1 or XXX2 to be eligible for conditional ACIP and MOF credit.

(6) Flag Officers. A flag officer, O-7 and above, is not entitled to continuous or conditional ACIP after 25 years of aviation service; however, such officers may be entitled to HDIP for flying under provisions of reference (b), chapter 22, section 2201.

b. Operational Flying Creditable toward ACIP Gates. It is Navy policy that only aviation officers who are qualified for, and are performing operational flying on a career basis, will receive credit for operational flying performed under competent orders. Credit will not be granted for any periods during which an officer participated in proficiency flying. MOFs are credited as follows:

(1) Aviation Service Prior to 1 June 1974. All aviation officers, excluding flight surgeons and other medical officers, were credited with MOF by a historical review of appropriate officer records for periods of flying under competent orders, while serving in 13X1 or 13X2 billets in squadrons; aviation training activities; naval air stations; air wings and afloat staffs; aviation ships; naval aviation depot level repair facilities; military assistance advisory groups; naval missions; and other similar commands and activities including reserve units in which basic flying skills normally are maintained in the performance of assigned duties.

(2) Aviation Service after 1 June 1974. Aeronautically designated officers assigned to those billets identified on the activity's officer distribution control report (ODCR)/manpower authorization by the billet designator as 13X1, 13X2, 1511, 1512, 1542, 2102, 2302, 6321, 6322, 7321 or 7322 shall be under DIFOPS orders and will accumulate operational flying credit. Aviation officers assigned to billets with a designator other than one of the above shall be under duty in a flying status not involving flying (DIFDEN) orders and will not accrue operational flying credit.

(3) MOF. Operational flying duty will be credited in terms of months. Detachment from operational flying duty after the 15th day of any month or assignment to operational flying duty on or before the 15th day of any month entitles an officer to credit for the entire month. The date an officer signs out or otherwise vacates an assignment will be used as the date of the detachment. The next day will be used as the date of assignment to the new duty station.

(4) Reserve Officers. Policy and procedures relating to reserve aviation officers on inactive duty are discussed in reference (d).

(5) Duty Involving Flying as a Technical Observer (DIFTECH). Officers, commissioned and warrant, who do not hold an aeronautical designation, but are required to fly as crew members, will request DIFTECH orders per reference (c). A Nurse Corps officer (29XX) who has completed the United States Air Force Flight Nurse course will be assigned a primary Additional Qualification Designator (AQD), 6AJ. Officers under DIFTECH

orders are not entitled to ACIP, but may be entitled to HDIP for flying at a rate set forth under reference (b), provided that they fly the minimum hours prescribed in reference (b).

c. ACIP Rates

(1) The number of years of aviation service for calculating the appropriate rate of pay, except for officers commissioned via the Naval Aviation Cadet (NAVCAD) program, is computed beginning with the effective date of the initial order to perform aviation service as an officer. The effective date of the initial order to perform aviation service (referred to as the ASED) is the day, month, and year an individual first reports, on competent orders, to the aviation facility having aircraft in which members will receive flight training leading to the award of an aeronautical designation.

(2) For officers commissioned via the NAVCAD program, who commence flight training before becoming officers, the appropriate rate of pay is computed beginning with the effective date of the initial order to perform aviation service as a NAVCAD. The effective date of the initial order to perform aviation service (i.e., ASED) is the day, month, and year an individual first reports, on competent orders, to the aviation facility having aircraft in which members will receive flight training. NAVCAD officers are the only officers authorized to draw ACIP prior to their aviation commission date (ACD).

(3) An officer who receives ACCP (formerly aviation continuation pay), or aviation officer continuation pay, is entitled to the same rate of ACIP as those officers not receiving ACCP. This change became effective 1 October 1989.

d. Oceanographers. All flying oceanographer billets were converted to non-flying billets effective 5 October 1993. Officers with a previous aeronautical designation, who became re-designated as an oceanographer, are no longer entitled to ACIP.

e. Foreign Area Officers. Previously aeronautically designated officers who laterally transfer to the foreign area officer community are not entitled to ACIP. Foreign area officers receiving DIFOPS orders to a flying attaché billet may be entitled to HDIP for flying provided that they meet the

minimum flying requirements as prescribed in reference (b). Officers selected for lateral transfer to foreign area officers who are currently in a flying attaché billet will have ACIP terminated upon re-designation or transfer to a non-flying billet, whichever occurs first.

f. Aeromedical Officers. Flight surgeons, naval aerospace experimental psychologists, naval aerospace physiologists, and naval aerospace optometrists who are aeronautically designated are not entitled to continuous ACIP. Such officers are entitled to conditional ACIP when assigned operational flying (DIFOPS) orders, logged into a billet that has a designator of 21X2 or 23X2, and performing frequent and regular flying duties as prescribed in references (b) and (c). Their rate of entitlement to ACIP is based on their ASED. Aeromedical officers are not required to meet the aviation gates described in paragraph 6a above. Any MOFs accrued will have no effect on ACIP entitlement.

g. Aviation Operations Officers (AVOPS). AVOPS are those officers with designators 632X or 732X, who are not in the Flying Warrant program or the AVOPS to Naval Flight Officer (NFO) program, and who are naval aviation observer (NAO) qualified or are in training leading to an NAO qualification. AVOPS begin their entitlement to continuous ACIP when they are first assigned operational flying (DIFOPS) orders and are logged into a DIFOPS billet (XXX1 or XXX2) as a commissioned officer. To maintain their status as an aeronautically designated officer, per reference (c), AVOPS must earn their NAO qualification during their first assignment under DIFOPS orders to a DIFOPS billet as a commissioned officer. AVOPS lose entitlement to continuous ACIP upon transferring out of their first assignment as a commissioned officer in a DIFOPS billet without earning the designation of NAO per reference (e), article 1210-260. An AVOPS who qualifies for designation as an NAO will be assigned the primary AQD of BD1.

h. Physical Qualifications for ACIP Entitlement. Continued entitlement to ACIP for all aviation officers is contingent upon remaining physically qualified for aviation service. Aeronautically designated officers on either DIFOPS or DIFDEN orders must fulfill the current flight physical examination requirements contained in reference (f) to remain physically qualified for aviation service.

i. ACIP Entitlement while Medically Incapacitated.

Aviation officers who are medically incapacitated will be considered qualified for aviation service until disqualified on the first day following a period of 365 days that commences on the date of initial incapacitation, or on the date NAVPERSCOM, Director Aviation Officer Assignments (PERS-43), determines the medical incapacitation to be permanent, whichever is earlier. Officers disqualified for medical reasons will not be re-qualified for aviation service until certified physically qualified by appropriate aviation medical authority. ACIP and MOF will not be authorized for any period during which an officer is disqualified for aviation service. COs or immediate reporting seniors are responsible for notifying NAVPERSCOM (PERS-435) of the requirement to terminate ACIP for those officers who become disqualified for aviation service. ACIP will not be suspended if, during the 365-day period cited above, the aviator is granted a waiver by NAVPERSCOM (PERS-43) upon recommendation of the Naval Operational Medicine Institute (NAVOPMEDINST).

(1) Officers entitled to continuous ACIP are entitled to ACIP for the entire period from the date of incapacitation through the day before the date of disqualification from aviation service.

(2) A medically incapacitated officer, who is entitled to conditional ACIP, remains qualified for aviation service as described in paragraph 6i above. ACIP entitlement for officers eligible for conditional ACIP is dependent on how the medical incapacitation occurred.

(a) If the medical incapacitation occurred while performing operational flying, then the officer is considered to have met the flight requirements during the period of incapacitation, but for not longer than 3 months as specified in reference (b).

(b) If the medical incapacitation did not occur while performing operational flying, then continuation of ACIP entitlement for the period before disqualification is dependent on the officer meeting the minimum flight requirements outlined in reference (b). The officer is not entitled to the 3-calendar month period mentioned in paragraph 6i(2)(a) above.

7. Action

a. Operational Flying Billets on an Activity's Officer ODCR. A specific number of operational flying billets (e.g., 13X1, 13X2, etc.) are reflected on an activity's ODCR. NAVPERSCOM issues DIFOPS orders to fill operational flying billets and DIFDEN orders to fill other than operational flying billets and expects the individual to remain in the appropriate billet for the type of orders issued.

(1) Failure to comply with this procedure will result in a mismatch of assigned flight status and billet designator code, leading to improper crediting of operational flying.

(2) COs will not assign non-aeronautically designated officers to billets specifically designated as operational flying billets (e.g., 13X1, 13X2, etc.). If such assignment is necessary, revision of the billet designator code will be requested per reference (g).

(3) During the activity's ODCR validation directed by reference (h), an aviation officer's designator, billet designator, aviation billet indicator (ABI), and flight status will be verified.

(a) Aviation officers with DIFOPS orders must be assigned to a billet which has a designator allowance code of 13X1, 13X2, 1511, 1512, 1542, 2102, 2302, 6321, 6322, 7321, or 7322, and an ABI of "A" in order to accumulate operational flying.

(b) Individuals with DIFDEN orders must have a designator allowance code of XXX0 and an ABI of "0."

(4) In cases where COs desire to assign individuals in a DIFOPS status to other than operational flying billets, or individuals in DIFDEN status to operational flying billets, a request will be submitted by message or letter to NAVPERSCOM (PERS-435).

(a) The request must include the individual's name, grade, designator, present billet sequence code (BSC), requested BSC, present flight status, requested flight status, and effective date.

(b) If the billet is not vacant, identical information must be provided for the billet incumbent. Billets that were vacant, or will become vacant, should be stated in the request.

b. Reporting of Officers in Excess. When an aviation officer is ordered DIFOPS to an operational flying billet that is not vacant and an overlap in a billet incumbency is created, local activities will report both the billet incumbent and the relief under the same BSC in order to provide DIFOPS continuity. Failure to comply with this procedure will lead to improper crediting of operational flying duty.

c. Flight Physical Requirements. COs or immediate reporting seniors will ensure that all aviation officers under their cognizance meet the flight physical requirements within the time periods prescribed by reference (c). DIFDEN orders do not eliminate the flight physical requirements. Aviation officers who fail to obtain a flight physical within the prescribed time limit or fail to obtain an appropriate waiver per reference (c) will be suspended from flying and the CO or immediate reporting senior will notify NAVPERSCOM (PERS-435) of the requirement to suspend the member's ACIP. Satisfactory completion of the physical examination will be cause for the reinstatement of flying duties and ACIP.

d. Aviation Physiological Qualifications and Water Survival Training. Flight personnel delinquent in meeting the minimum aviation physiological or water survival training requirements or who fail to obtain an appropriate waiver will be suspended from flying and will not be entitled to ACIP. The CO or immediate reporting senior will notify NAVPERSCOM (PERS-435) of the requirement to suspend the member's ACIP.

e. Naval Aviator Evaluation Board Action. Aviation officers whose qualifications for naval aviation are under evaluation, per reference (e), article 1610-020, will be suspended from all duties involving flying. The CO or immediate reporting senior will notify NAVPERSCOM (PERS-435) of the requirement to suspend the member's ACIP. Suspension will be effective on the date of the first "B" type recommendation.

f. Voluntary Termination (VOLTERM) of Flight Status. Aviation officers who voluntarily terminate flight status will

be suspended immediately from all duties involving flying. The date of suspension of flight status will be the effective date for termination of ACIP. VOLTERM procedures are outlined in reference (e), article 1610-020.

g. Officer Behavior. When an aviation officer's behavior is so questionable that the status of the officer's future aviation service is uncertain, suspension of ACIP may be imposed by competent authority per reference (b). The discretion to suspend ACIP for this reason normally will be exercised only after charges have been referred to a general court-martial or after similarly serious charges are filed in the civilian court system. The competent authority exercising such discretion should have a clear articulate basis prior to taking such administrative action. The person who imposes the suspension, or any senior authority, may determine at any time that the officer is qualified and may reinstate ACIP.

h. Change of ACIP status. For officers under their command, the CO or immediate reporting seniors are responsible for notifying NAVPERSCOM (PERS-435) to suspend, terminate, or reinstate ACIP. Failure to comply with these procedures will result in recoupment of all unearned ACIP paid to an officer.

i. Transfer or Re-designation. Aviation officers who accept a lateral transfer into a community not entitled to ACIP will have their ACIP terminated upon acceptance of re-designation. Acceptance of re-designation occurs no later than 30 days from the release of the transfer or re-designation board results via a naval administrative (NAVADMIN) message. If an officer declines transfer or re-designation, they must inform NAVPERSCOM (PERS-435) to preclude suspension of ACIP. For officers in a DIFOPS billet (with billet designator XXX1 or XXX2) who accept transfer into a community not entitled to ACIP, ACIP will terminate upon transfer to a non-flying billet or re-designation, whichever occurs first.

j. ACCP Entitlement. Aviation officers who have entered an ACCP agreement must maintain eligibility for ACIP to remain entitled to continuation pay. Refer to reference (i), the current implementing NAVADMIN message, and the NAVPERSCOM (PERS-43) homepage at <http://www.npc.navy.mil/Officer/Aviation> for further information concerning ACCP eligibility.

k. Aviation Officers Eligible for Conditional ACIP. Officers that may be eligible to receive conditional ACIP include: Aviation officers who failed to meet the required MOF at the 12-year, 15-year or 18-year ACIP flight gates and did not receive a SECNAV-approved gate waiver; aeromedical officers; and non-flag aviators with more than 25 years of aviation service.

(1) Conditional ACIP Eligibility. In addition to being a member of one of the three categories listed in paragraph 8k above, an officer shall be in an operational flying (DIFOPS) billet, possess DIFOPS orders, meet flying requirements per references (b) and (c), and maintain physical qualifications for duty involving flying to receive the conditional ACIP entitlement. Operational flying billets are those billets with billet designators of XXX1 or XXX2.

(2) Conditional ACIP Flight Hour Verification. Aviation officers eligible for conditional ACIP are required to submit flight hours to NAVPERSCOM (PERS-435) for verification.

(a) At the conclusion of each fiscal year, conditional ACIP recipients are required to submit flight hours to NAVPERSCOM (PERS-435) via the member's CO. The CO shall endorse the flight hour submission, ensuring accuracy of the flight hour data. Templates for the member's flight hour submission and the accompanying CO's endorsement are included in enclosure (5).

(1) Flight hours shall be submitted for the previous 18 months including the entire fiscal year (12 months) as well as the 6 months prior to the beginning of the fiscal year for which the officer is requesting conditional ACIP in order to accurately reconcile the officer's entitlement for conditional ACIP and payments made.

(2) The date the officer checked into the DIFOPS billet should be included with the flight hour submission as well as the date the officer checked out of the DIFOPS billet, if applicable. If the officer is still in a DIFOPS tour at the end of the fiscal year for which the officer is eligible for conditional ACIP, they should state so in the flight hour submission.

(3) Conditional ACIP eligible officers are encouraged to submit their flight hours for the previous fiscal year on 1 October. However, an eligible officer shall submit their flight hour data for the previous fiscal year no later than 31 December of each calendar year in order to qualify for conditional ACIP. If no flight hours are submitted by 31 December of each year, the officer forfeits his or her entitlement to conditional ACIP for the previous fiscal year, and the repayment process of the ACIP received will be initiated as applicable.

(b) Upon receipt of an officer's flight hour submission and command endorsement, verification of hours flown and monthly entitlement(s) earned will be calculated by NAVPERSCOM (PERS-435). Any overpayments and or underpayments will be forwarded to Defense Finance and Accounting Service (DFAS) for the appropriate corrective action. Each member will receive notification of the corrective action required prior to DFAS notification. Negotiation of repayment plans for recoupment may be discussed directly with the member's local Personnel Support Activity Detachment.

8. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of November 2007.

9. Forms and Reports

a. NAVMED 6410/2 (Rev 5-90) Clearance Notice is available at <http://navymedicine.med.navy.mil/>.

b. Reporting requirements contained in paragraph 5e(1) are exempt from reports control per Secretary of the Navy Manual M-5214.1 of December 2005.



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DEFINITIONS

With regards to ACIP, the following definitions and abbreviations apply:

1. Aeromedical Officer. An officer who is in training for, or designated as a naval flight surgeon, naval aerospace experimental psychologist, naval aerospace physiologist, or naval aerospace optometrist.

2. Aviation Billet Indicator (ABI). A one-character alphanumeric code which indicates an aviation officer's present flying status:

A	-	DIFOPS
0	-	DIFDEN
BLANK	-	DUTY

3. Aviation Career Incentive Pay (ACIP). The monetary entitlement for performing aviation service on a career basis.

4. Aviation Commission Date (ACD). A constructive date to indicate total officer service, commissioned or warrant, active or inactive, from any uniformed military service. It is constructed from the date the officers accepted their initial appointment (signed the acceptance and oath of office), excluding periods of time during which regular or reserve appointment was not held.

5. Aviation Facility Having Aircraft. The military wing or squadron having aircraft where an officer commences flight training or commences flying as an officer or NAVCAD.

6. Aviation Officer

a. An officer who is in training for, or designated as a naval aviator, naval flight officer, AVOPS, or aeromedical officer. All other officers who may be required to fly in the performance of their duties may request DIFTECH orders per reference (c).

b. In order to meet the parameters of ACIP entitlement as set forth in this instruction, the officers defined above must also be engaged in aviation service on a career basis, possess a

current aeronautical designation (131X, 132X, 137X, 139X, 151X, 210X, 230X, 632X, or 732X), be assigned by competent orders to duty in a flying status (DIFOPS or DIFDEN), and be physically qualified for aviation service.

7. Aviation Service Entry Date (ASED). The date an officer first reports on competent orders to the aviation facility having aircraft in which the officer will receive flight training leading directly to the award of an aeronautical designation. ASED will be adjusted for periods during which a regular or reserve appointment and an aeronautical designation was not held.

Example: ASED for pilots (1310) will reflect the date they reported to the training wing at which they received basic flight training.

Example: ASED for NFOs (1320) will reflect the date they reported to Training Wing Six.

Example: ASED for AVOPs will reflect the date they first reported to a flying billet under duty in a flying status involving flying as a commissioned officers.

8. Aviation Service Indicator (ASI). A one-character code which indicates an aviation officer's ACIP entitlement status (listed in ODCR and Officer Data Card per NAVPERS 15839I, volume II).

CODE	DEFINITION
A	Continuous ACIP (0 to 12 years) - An aeronautically designated officer with an ASED prior to 3 October 1979 or an aeronautically designated officer whose ASED is 3 October 1979 through 2 October 1985 who had completed at least 72 MOF before 2 October 1991.
B	Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 18 years of aviation service who has met all criteria for code A and has completed at least 72 MOF prior to 12 years of aviation service.

CODE	DEFINITION
C	Conditional ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 18 years of aviation service who has not performed the required MOF outlined for codes B or T. NOTE: To be entitled to receive ACIP the officer must: (1) meet Department of Defense Pay Manual flying requirements of 4 hours per month; (2) be under DIFOPS orders; and (3) be in an operational flying billet (billet designator ending in 1 or 2.)
D	Continuous ACIP (18 to 25 years) - An aeronautically designated officer with 18 to 25 years of aviation service who has met all criteria for code B and subsequently completed 132 MOF prior to 18 years of aviation service.
E	Continuous ACIP (18 to 22 years) - An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria for code B and subsequently completed at least 108 MOF, but less than 132 MOF, prior to 18 years of aviation service.
F	Conditional ACIP (over 18 years) - An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria of code B, but did not complete at least 108 MOF prior to 18 years of aviation service. NOTE: Requirements under code C apply here.
G	Conditional ACIP (over 22 years) - An aeronautically designated officer who has met all criteria of code E and has reached 22 years of aviation service. NOTE: Requirements under code C apply here.
H	ACIP Terminated - An aeronautically designated officer who has been promoted to the pay grade of O7 or above and has reached 25 years of aviation service.

CODE	DEFINITION
I	Conditional ACIP (over 25 years) - An aeronautically designated officer who has met all criteria of code D and has reached 25 years of aviation service. NOTE: Requirements under code C apply here.
J	Conditional ACIP - Aeromedical officers. Officers who have completed a course of study in aerospace medicine and are entitled to conditional ACIP only. NOTE: Requirements under code C apply here.
K	ACIP Termination - An aeronautically designated officer who has had flight status temporarily terminated due to medical incapacitation.
L	ACIP Termination - A previously aeronautically designated officer who has had flight status permanently terminated through attrition, VOLTERM, or Naval Aviator Evaluation Board.
M	ACIP Terminated - An aeronautically designated officer who has had flight status permanently terminated due to medical incapacitation.
N	Continuous ACIP (0 to 12 years) - An aeronautically designated officer or aviation student with ASED on or after 1 October 1985 with less than 12 years of aviation service.
O	Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 18 years of aviation service who has met all criteria for code N and has completed at least 96 MOF prior to 12 years of aviation service.
P	Continuous ACIP (18 to 22 years) - An aeronautically designated officer with 18 to 22 years of aviation service who has met all criteria for code O and completed 144 MOF prior to 22 years of aviation service

CODE	DEFINITION
Q	Continuous ACIP (18 to 25 years) - An aeronautically designated officer with 18 to 25 years of aviation service who has met all criteria for code P or O and completed at least 144 MOF, prior to 25 years of aviation service.
R	Continuous ACIP (0 to 12 years) - An aeronautically designated officer with ASED prior to 1 October 1985 who had less than 72 MOF as of 1 October 1991.
S	Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 12 to 15 years of aviation service who has met all criteria for code R and completed 72 MOF prior to 12 years of aviation service.
T	Continuous ACIP (12 to 18 years) - An aeronautically designated officer with 15 to 18 years of aviation service who has met all criteria for code S and completed 108 MOF prior to 15 years of aviation service.

9. Conditional ACIP. A monetary entitlement paid on a monthly basis to aviation officers on DIFOPS orders, in an operationally coded flying billet, not entitled to continuous ACIP, and who have met the flying requirements per references (b) and (c).

10. Competent Authority. An official bearing the title of CO or reporting senior higher in the chain of command.

11. Duty in a Flying Status not Involving Flying (DIFDEN). Duty for aviation officers assigned to other than operationally coded billets (XXX0). Operational flying is denied unless a waiver is approved by the Commander, Naval Air Forces, Force Safety Department (N455).

12. Duty in a Flying Status Involving Operational or Training Flights (DIFOPS). Duty for aviation officers assigned to operational flying coded billets (13X1, 13X2, 1511, 1512, 1542, 2102, 2302, 6321, or 7321). (NAVPERS 15839I, volume I).

13. Disqualification from Aviation Service for Medical Incapacitation. If medical incapacitation continues past a period of 365 days commencing on the date of initial incapacitation, or if such incapacitation is determined by NAVPERSCOM (PERS-43) to be permanent, the officer shall be declared not qualified for aviation service and entitlements to ACIP shall cease on the first day following such 365 days or on the date NAVPERSCOM (PERS-43) determines the medical incapacitation to be permanent, whichever is earlier. ACIP eligibility is restored in two ways: The aviator is designated as physically qualified; or a waiver of physical standards is granted by NAVPERSCOM (PERS-43).

14. Gates. Aviation career screening points established at the 12th, 15th, and 18th year of aviation service, based on the date an officer first became eligible for ACIP. Aviation officers acquired through interservice transfers with prior aviation service shall notify NAVPERSCOM (PERS-435) of their prior aviation service as this time is creditable towards aviation gates.

15. Medical Authority. Any medical examiner may "ground" an aviator; however, to be returned to flight status requires a minimum of a flight surgeon's evaluation per reference (f). In the case of extensive or severe physical maladies, a current aeromedical physical examination (flight physical) shall be submitted to NAVOPMEDINST, Aviation Physical Standards Program Manager (Code 42), who acts on behalf of the Bureau of Medicine and Surgery. NAVOPMEDINST will subsequently make a recommendation to NAVPERSCOM (PERS-43).

16. Medical Incapacitation. An aviation officer is considered medically incapacitated when applicable medical standards outlined in reference (f) are not met. Grounding may occur as follows:

- a. NAVMED 6410/2 Clearance Notice (Aeromedical) issued.
- b. NAVOPMEDINST determines a member is not physically qualified or not aeronautically adapted upon reviewing annual flight physical.
- c. Limited duty (LIMDU) by a medical board.

d. Admittance to medical facility for treatment.

e. As determined by NAVPERSCOM (PERS-43). NOTE: An aviator placed in LIMDU status can only be returned to flight status by successfully completing a flight physical examination after being returned to full duty by medical board action.

17. Waivers. Waiver requests for physical defects or use of medication should be addressed to NAVPERSCOM (PERS-435) via the CO and NAVOPMEDINST (Code 42) with the examining medical officer's evaluation and current flight physical.

18. Months of Operational Flying. Operational flying credit, in months, acquired by aviation officers while performing operational flying duty, per paragraph 6b of this instruction, that count toward meeting ACIP gate requirements. The officer master file is programmed to automatically track MOF. The activity's ODCR and the individual's officer data card reflect the ACIP data. It is the member's responsibility to verify MOF.

19. Operational Flying. That flying performed under competent orders by designated officers while serving assignments in which basic flying skills are normally maintained in the performance of assigned duties as determined by SECNAV, and flying performed by officers in flight training that leads to the award of an aeronautical designation.

20. Proficiency Flying. Flying performed under competent orders by designated officers while serving in assignments in which flying skills would normally not be maintained in the performance of assigned duties. Proficiency flying does not accrue MOF and was terminated 1 October 1976.

21. Suspension from ACIP. Suspension is an administrative action which may be taken under certain circumstances to prevent an officer otherwise entitled to ACIP from receiving such pay. The suspension may be imposed by competent authority. Payment will cease on the date of the suspension. If the suspension is removed or terminated, an officer entitled to continuous ACIP is entitled to ACIP for the entire period of suspension. If the officer is found disqualified, then ACIP is terminated effective on the date of suspension. Officers entitled to conditional ACIP must meet the requirements of references (b) and (c) to qualify for ACIP during a period of suspension. Normally,

suspension of ACIP is coincidental with suspension of flying duties. NAVPERSCOM (PERS-435) shall be notified if any suspension action needs to be taken.

22. Termination of ACIP. Termination of ACIP is an administrative action to cease all ACIP entitlement when an aviation officer has been disqualified for aviation service. NAVPERSCOM (PERS-435) shall be notified if any termination action needs to be taken.

**MONTHLY AVIATION CAREER INCENTIVE PAY RATES - ALL OFFICERS
(EFFECTIVE 17 OCTOBER 1998)**

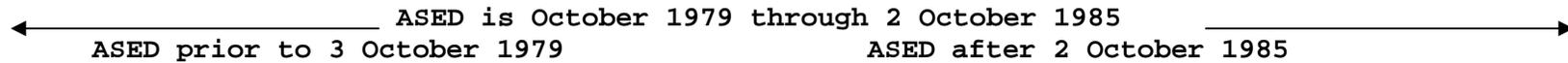
YEARS OF AVIATION SERVICE

As an Officer (Includes Flight Training	Monthly Rate
2 or Less	\$125
Over 2	\$156
Over 3	\$188
Over 4	\$206
Over 6	\$650
Over 14	\$840
Over 22	\$585
Over 23	\$495
Over 24	\$385
Over 25	\$250

NOTES :

1. Entitlement to continuous ACIP will cease for an officer upon completion of 25 years of aviation service, but such an officer in pay grade O-6 or below remains entitled to conditional ACIP for the performance of operational flying duty.
2. An O-7 with less than 25 years of aviation service is entitled to continuous ACIP, but at a rate not to exceed \$200 per month. An O-8 or above with less than 25 years of aviation service is entitled to continuous ACIP, but at a rate not to exceed \$206 per month.

ACIP GATE CHART



Old Gate System

ASI	YRS FROM ASED (GATE)	MOF	*CONTINUOUS ACIP THRU
B	12	72	18
E	18	108	22
D	18	132	25

New Gate System

ASI	YRS FROM ASED (GATE)	MOF	*CONTINUOUS ACIP THRU
O	12	96	18
P	18	120	22
Q	18	144	25

Transitional Gate System

ASI	YRS FROM ASED (GATE)	MOF	*CONTINUOUS ACIP THRU
S	12	72	15
T	15	108	18
E	18	108	22
D	18	132	25

NOTES:

1. If the Service member's ASED is prior to 3 Oct 1979 or 6 years or greater of flying on 1 October 1991 (ASSED is 3 October 1979 through 2 October 1985), the Service member qualifies for continuous ACIP under the old gate system.
2. If the Service member has less than 6 years of flying on 1 October 1991 and the Service member's ASED is between 1 October 1979 and 2 October 1985, Service member must complete 9 years of flying prior to 15 years of aviation service to qualify for continuous ACIP under the transitional gate system.
3. If the Service member's ASED is after 2 October 1985, use the new gate system.

***Note: Continuous ACIP is paid through an officer's total years of aviation service.**

OPNAVINST 7220.18
6 AUG 2010

FLIGHT GATE WAIVER LETTER FORMAT

Date

From: (Rank First Name MI Last Name, USN, Designator)
To: Secretary of the Navy
Via: Navy Personnel Command (PERS-435)

Subj: REQUEST FOR WAIVER OF AVIATION CAREER INCENTIVE PAY
(ACIP) MONTHS OF FLYING (MOF) REQUIREMENT

Ref: (a) SECNAVINST 7220.87
(b) OPNAVINST 7220.18

1. Per references (a) and (b), I respectfully request a waiver of the months of flying requirement for the ___ year flight gate. The following career data is provided:

- a. Aviation Commissioning Date (ACD):
- b. Aviation Service Entry Date (ASED):
- c. Total MOF performed:
- d. Summary of tours under DIFOPS orders:
 - (1) VT-X Mar 83 - Apr 84
 - (2) VP-XX May 84 - Oct 84
 - (3) VP-XX Nov 84 - Dec 87
 - (4) VP-XX Jan 93 - Present
- e. Summary of tours under DIFDEN orders:
 - (1) NAVPGSCOL Jan 88 - Dec 89
 - (2) CVN-XX Jan 90 - Dec 92
(Disassociated)

2. I understand that a waiver, if granted:

Enclosure (4)

OPNAVINST 7220.18
6 AUG 2010

Subj: REQUEST FOR WAIVER OF AVIATION CAREER INCENTIVE PAY
(ACIP) MONTHS OF FLYING (MOF) REQUIREMENT

a. will preserve my entitlement to continuous ACIP until I reach my next flight gate;

b. does not add any MOF to my record; and

c. does not relieve me from meeting the total MOF requirement of my next flight gate.

3. My commercial number is (XXX) XXX-XXXX/DSN XXX. My e-mail contact information is _____.

SIGNATURE

OPNAVINST 7220.18
6 AUG 2010

CONDITIONAL ACIP FLIGHT HOUR VERIFICATION LETTER FORMAT

7220
Ser 00/xxx
Date

FIRST ENDORSEMENT on (Rank First Name MI Last Name, USN,
Designator ltr of (Date)

From: Commanding Officer, (Squadron/Command)
To: Navy Personnel Command (PERS-435)

Subj: CONDITIONAL AVIATION CAREER INCENTIVE PAY (ACIP) FLIGHT
HOURS ICO RANK NAME, DESIGNATOR FOR FY-XX

1. I have ensured that the enclosed flight hour submission is
complete and accurate.

SIGNATURE

Enclosure (5)

OPNAVINST 7220.18
6 AUG 2010

CONDITIONAL ACIP FLIGHT HOUR VERIFICATION LETTER FORMAT

Date

From: (Rank, First Name, MI, Last Name, USN, Designator)
To: Navy Personnel Command (PERS-435)
Via: Commanding Officer, (Squadron/Command)

Subj: CONDITIONAL AVIATION CAREER INCENTIVE PAY (ACIP) FLIGHT
HOURS ICO RANK NAME, DESIGNATOR FOR FY-XX

Ref: (a) OPNAVINST 7220.18
(b) DoD 7000.14-R, Financial Management Regulation, Vol 7A
of Jun 2010

1. I have read and understand the provisions of references (a) and (b) regarding reporting flight hours and payment of conditional ACIP.

2. Per reference (a), I submit the following flight hours for verification of minimum flight hour requirements to receive conditional ACIP per reference (b).

(Below is an example for FY-09).

April 2008	XX.X
May 2008	XX.X
June 2008	XX.X
July 2008	XX.X
August 2008	XX.X
September 2008	XX.X
October 2008	XX.X
November 2008	XX.X
December 2008	XX.X
January 2009	XX.X
February 2009	XX.X
March 2009	XX.X
April 2009	XX.X
May 2009	XX.X
June 2009	XX.X
July 2009	XX.X
August 2009	XX.X
September 2009	XX.X

OPNAVINST 7220.18
6 AUG 2010

Subj: CONDITIONAL AVIATION CAREER INCENTIVE PAY (ACIP) FLIGHT
HOURS ICO RANK NAME, DESIGNATOR FOR FY-XX

3. I checked into my current/last DIFOPS orders on YYYYMMDD.
4. I checked out of a DIFOPS billet under DIFOPS orders on
YYMMDD.

OR

4. I am currently in a DIFOPS billet under DIFOPS orders.
5. My commercial number is (XXX) XXX-XXXX or DSN is XXX-XXXX.
My e-mail contact information is _____.
6. Under penalty of the Uniformed Code of Military Justice
(UCMJ), Article 107, False Official Statements, I affirm that
the information provided herein is complete and accurate.

SIGNATURE