*(Commanding Officer/Reporting ISIC Endorsement Letter Must Be on* ***Command Letterhead****)*

*Information in red shall be deleted prior to printing smooth draft of the endorsement letter.*

 Ser 00/xxx Date

FIRST ENDORSEMENT on RANK First Name MI Last Name, USN, Designator ltr of DD Mmm YYYY

From: Commanding Officer/Commander/etc, Unit Name

To: Navy Personnel Command (PERS-435)

Subj: CONDITIONAL AvIP FLIGHT HOUR VERIFICATION FOR FY20XX ICO RANK FIRST NAME MI LAST NAME, USN, DESIGNATOR

1. I have ensured that the enclosed letter is a true, accurate, and complete record of flight hours flown during the months specified.

2. *This entire paragraph 2 may be omitted if the AvIP recipient has not requested a flight hour requirements waiver, in writing, from the CO.* I hereby grant permission for RANK Last Name to be waived from the flight hour requirements, as described in DoD 7000.14-R Volume 7A Chapter 22, for the period DD Mmm YYYY through DD Mmm YYYY. I certify that RANK Last Name was unable to meet normal monthly flight hour minimums during this period due to \_\_\_\_\_\_\_\_\_\_*(see below)*.

*DoD 7000.14-R states that the flight hour requirements can only be waived due to extreme circumstances such as military operations (combat or otherwise) or non-availability of aircraft.*

*PERS-43 requires explicit explanation of extreme circumstances or military operations. I.E. Deployment AOR, IA, etc..*

*As of Mar 2024, the verbiage from the DoD 7000.14-R Volume 7A, Ch 22 concerning conditional AvIP reads:*

“3.2.5.2 The Secretary concerned may waive the minimum flight requirements…In extreme circumstances (e.g., military operations (combat or otherwise) or non-availability of aircraft), when the Secretary concerned may authorize a commanding officer to certify that an officer is unable to meet minimum flight requirements.”

*SECNAVINST 7220.88 Encl (5) para. 2.e. further reiterates this with the verbiage:*

“The Navy and Marine Corps may waive the minimum flight hour requirements…In extenuating circumstances (e.g., military operations (combat or otherwise) or non-availability of aircraft), when the Navy or Marine Corps may authorize a commanding officer to certify that an officer is unable to meet minimum flight hour requirements.”

 *(signature)*

 I. M. SKIPPER