

## Conditional Aviation Career Incentive Pay (AvIP)

**How do I earn, and keep, my AvIP?** Aeromedical officers (designator 2100 or 2300)—including dual designators—are only eligible for *conditional* AvIP. This means that each month's AvIP payment must match up with 4.0 flight hours actually flown in Navy or other DoD aircraft, documented, verified by CO or reporting senior, and delivered by email to the AvIP Program Manager at the end of each fiscal year (or at the end of a flying tour, whichever is earlier).

**How do I get my AvIP to start?** You can activate your AvIP *after you are complete with the flight training syllabus* by filling out the AvIP Start Request form (available on the AvIP website, link below) and emailing it to the program manager.

**When does it stop?** Once your AvIP has started, you will receive it as long as you are under Duty Involving Flying ("DIFOPS") orders to a billet with a 2102 or 2302 billet designator. (In the fourth position of the billet designator: 2 = flying; zero = non-flying.) Your AvIP entitlement ends the day after you check out of the XXX2 billet and transfer to non-flying duty. For standardization and documentation purposes, the date used will be the end date of your "Detachment of Individual" Fitness Report or Fitness Report extension letter.

**Who is responsible for starting and stopping my AvIP? YOU ARE.** Unlike other pays, AvIP is not managed by fleet PSDs (the flight hour verification process is too complicated for decentralized processing to work). And because there is no automated processing system to initiate and stop AvIP for aeromedical officers, it is not possible for the program manager in Millington, TN to turn on and turn off AvIP perfectly, on time, with no overpayments, **unless the AvIP recipient is actively communicating with the program manager.** PLEASE contact the program manager to ensure that your pay status is correct and that you are fulfilling the flight hour verification requirements properly, every time you PCS.

**When do I need to send in my flight hours?** Every October, or as soon as you know that you have flown your last flight for the fiscal year. If you check out of a DIFOPS tour and go to residency or other non-flying orders, send your flight hours **as soon as you have flown your last flight.** Do **not** wait until the end of the fiscal year. (This is for three reasons—it serves to notify the program manager to shut your AvIP off appropriately and on time; it allows your current CO who observed your flying to sign your flight hour endorsement, and it gets it done so that you don't have to remember to do it in October, long after your mind will have been occupied by other things.) If you check out of a DIFOPS tour in route to another DIFOPS tour, send your flight hours and endorsement from the prior command as you depart! (This helps keep coverage on continuity and ensure any validation has occurred to keep your entitlement for the first portion of the FY. This also legally covers the COs for endorsing only the hours that have occurred under their authorization.)

**What happens if I do not send in flight hours?** Any and all AvIP that is not matched with documented flight hours delivered to the program manager will be recouped. Recoupment may come many months after the pay was disbursed; it will surprise you; and it may be a large amount. **\$10,000 recouplements are not uncommon.** Do not let this happen to you.

**Who is the AvIP Program Manager?** AvIP is managed by an active duty Naval Aviator at Navy Personnel Command in Millington, TN. Because the job turns over about once every 18 months or so, a "permanent email inbox" has been established for continuity at [avipandavb@navy.mil](mailto:avipandavb@navy.mil) (phone number is 901-874-3953 or DSN 882-3953).

### **Please remember:**

**YOU are responsible for your own AvIP! Contact the AvIP Program Manager at least once a year and whenever you are in doubt about the status of your AvIP.**

Save this website link:

**<https://www.mynavyhr.navy.mil/Career-Management/Detailing/Officer/Pers-43-Aviation/OCM/Monthly-Flight-Pay/>**