



Department of Defense **INSTRUCTION**

NUMBER 7730.57
August 12, 2008

USD(P&R)

SUBJECT: Aviation Incentive Pays and Continuation Bonus Program

References: See Enclosure 1

1. PURPOSE. This Instruction:

a. Reissues DoD Instruction (DoDI) 7730.57 (Reference (a)) under the authority of DoD Directive 5124.02 (Reference (b)) and DoD Directive 5124.8 (Reference (c)).

b. Implements departmental policy in accordance with Reference (b) and sections 205, 301a, 301b, and 320 of title 37, United States Code (Reference (d)), concerning eligibility and reporting requirements for aviation career incentive pay (ACIP), career enlisted flyer incentive pay (CEFIP), and aviation continuation pay (ACP).

c. Identifies conditions of entitlement and restrictions on authorization and payment. These and all other conditions of entitlement and restrictions on authorization and payment or rates will continue to be determined in accordance with Volume 7A of DoD 7000.14-R (Reference (e)).

2. APPLICABILITY. This Instruction applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as the "DoD Components").

3. DEFINITIONS. See Glossary.

4. POLICY. Under authority of sections 301a, 301b, and 320 of title 37, United States Code (Reference (d)), it is DoD policy that:

a. Officers who are qualified for and are performing aviation service on a career basis shall receive credit for operational flying duty only during those periods when serving in designated

operational flying assignments. Credit shall not be granted for any period during which an officer participates in a proficiency flying program as defined in the Glossary.

b. Enlisted personnel who are qualified for and are serving in, or training for, military occupational specialties or ratings designated by the Secretary concerned as a “career enlisted flyer” shall receive credit for operational flying duty only during those periods when serving in designated operational flying assignments.

c. Individuals receiving ACIP or CEFIP may not receive hazardous duty incentive pay for the same period of service.

5. RESPONSIBILITIES

a. The Principal Deputy Under Secretary of Defense for Personnel and Readiness (PDUSD(P&R)), under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness, shall:

(1) Review each military Service’s approved ACP program plan.

(2) Submit a report not later than March 15 of each year to the Committees on Armed Services of the Senate and the House of Representatives with regard to the Military Departments’ ACP programs during the previous fiscal year.

b. The Secretaries of the Military Departments shall:

(1) Approve the Service’s annual ACP plans utilizing the guidance in Enclosure 2.

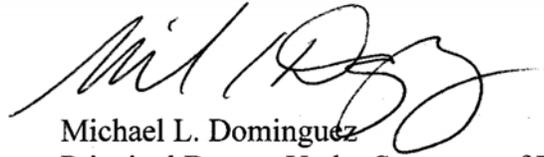
(2) Submit an annual report to the PDUSD(P&R) within 120 days after the end of each fiscal year on their ACP programs utilizing the guidance in Enclosure 2.

6. PROCEDURES. See Enclosure 3.

7. INFORMATION REQUIREMENTS. The Aviation Continuation Pay Report has been assigned RCS DD-P&R(A)1837 in accordance with DoD 8910.1-M (Reference (f)).

8. RELEASABILITY. UNLIMITED. This Instruction is approved for public release. Copies may be obtained through the Internet from the DoD Issuances Web Site at <http://www.dtic.mil/whs/directives>.

9. EFFECTIVE DATE. This Instruction is effective immediately.



Michael L. Dominguez
Principal Deputy Under Secretary of Defense
for Personnel and Readiness

Enclosures

1. References
 2. ACP Plan and Report Guidance
 3. Procedures
- Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Instruction 7730.57, "Aviation Career Incentive Act of 1974 and Required Annual Report," July 18, 2003 (hereby canceled)
- (b) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (c) DoD Directive 5124.8, "Principal Deputy Under Secretary of Defense for Personnel and Readiness (PDUSD(P&R))," July 16, 2003
- (d) Sections 205, 301a, 301b, 320 of title 37, United States Code
- (e) DoD 7000.14-R, Volume 7A, "Military Pay Policy and Procedures – Active Duty and Reserve Pay," current edition
- (f) DoD 8910.1-M, "Department of Defense Procedures for Management of Information Requirements," June 30, 1998
- (g) Principal Deputy Under Secretary of Defense for Personnel and Readiness memorandum, "Repayment of Unearned Portions of Bonuses, Special Pays and Educational Benefits or Stipends," May 21, 2008¹

¹ A copy of this memorandum is available at <http://www.dtic.mil/whs/directives/corres/pdf/DTM-08-030.pdf>

ENCLOSURE 2

ACP PLAN AND REPORT GUIDANCE

1. The Military Departments may offer ACP to aviators in accordance with section 301b of Reference (d). If a Military Service offers ACP, the applicable Assistant Secretary for Manpower and Reserve Affairs (M&RA), or designee, shall approve that Service's ACP bonus program plan for the upcoming fiscal year no later than September 30. The Assistant Secretary of the Navy (M&RA) shall approve the Marine Corps' ACP program plan.

2. Each Service's proposed plan shall contain, as a minimum, the following:
 - a. An executive summary of the Service ACP bonus program (including key elements that describe changes from the previous fiscal year).
 - b. The specific aviation specialties targeted for ACP.
 - c. The criteria used in designating the aviation specialty as critical and requiring a bonus.
 - d. The existing aviation officer personnel shortage within each critical specialty (expressed as a percentage of authorized manpower levels).
 - e. The projected impact of ACP bonus payments on retention for each of the planned critical specialties.
 - f. The projected number of ACP bonus outlays and the projected ACP budget, to support initial and anniversary payments over the subsequent 5 fiscal years. Include an explanation of how the Service plans to resource their ACP program.

3. In addition to the information required for their ACP plans, each Service's fiscal year-end ACP report shall include the following:
 - a. The number of aviators (by specialty) who were qualified for ACP, including new eligibles.
 - b. The number of aviators (by specialty) who took ACP, including those who received payments for the first time.
 - c. The Service's total ACP outlay for the fiscal year concerned.

ENCLOSURE 3

PROCEDURES

1. ACIP AND CEFIP

a. Operational flying duty time shall be credited in months. When using fractions of months, the 15th day of the month is the break-even point for crediting or not crediting a month.

b. 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 a member to credit for the entire month.

c. The date a member signs out or otherwise vacates an assignment shall be used as the date of detachment. The next day shall be used as the date of assignment.

d. Each Military Department shall designate as operational flying assignments those assignments that require the maintenance of basic flying skills, and shall credit individuals in such assignments for operational flying duty under regulations prescribed by the Secretary of the Military Department concerned.

e. The number of years of aviation service for determining eligibility for continuous entitlement to ACIP or CEFIP is computed beginning with the aviation service date, the effective date of the initial order to perform operational flying duty. Once the date of commencement of aviation service has been established, time credited to such service shall run without interruption.

f. Individuals medically incapacitated shall be considered qualified for aviation service unless such incapacitation continues for more than 12 months. Disqualification for medical incapacity shall be effected on the first day following a period of 365 days that commences on the date of incapacitation. Individuals disqualified for medical reasons shall not be requalified for aviation service until the condition resulting in incapacitation is corrected or waived, and the member is certified as medically qualified for operational flying duty by appropriate medical authority.

g. No operational flying duty credit shall be authorized and no entitlement to ACIP or CEFIP exists when an individual is disqualified for aviation service.

2. ACP

a. Authority. The Secretary concerned may offer ACP on a selective basis when shortages in officers qualified in critical aviation specialties exist or are projected to exist, and shall be limited to retention points at which the bonus can be expected to affect retention behavior.

b. Eligibility. To be eligible for ACP, an officer shall, at the time a written agreement is executed:

- (1) Be entitled to ACIP.
- (2) Be below pay grade O-7.
- (3) Be qualified to perform operational flying duty as defined in the Glossary.
- (4) Be in an aviation specialty determined by the Secretary concerned to be critical.
- (5) Have completed or be within 1 year of completion of any active duty service commitment (ADSC) incurred for undergraduate aviator training.
- (6) Have no more than 24 years of total aviation service.

c. Terms and Conditions of ACP Agreements

(1) To receive ACP, an eligible officer must execute a written agreement with the Secretary concerned to remain on active duty for the period specified in that agreement. An ACP agreement must be for at least 1 year. No agreement may be executed that would take the member beyond 25 years of aviation service.

(2) The amount of a retention bonus covered by the written agreement between the member and the Secretary concerned shall not exceed the amount permitted under section 301b of Reference (d).

(3) Upon the acceptance of a written ACP agreement by the Secretary concerned, the ADSC date and total amount payable pursuant to the agreement become fixed and may be paid by the Secretary in either lump sum or installments. Any individual who enters into a written agreement that contains specified conditions for receipt of ACP is entitled to the full amount of the bonus if the individual fulfills the conditions for that pay in accordance with Reference (g).

(4) An officer who has received an ACP bonus and fails to maintain eligibility for such pay, or who fails to complete the full contractual period of additional obligated service, shall receive no further annual payments.

(5) ACP eligibility will terminate immediately in the event of:

- (1) Disqualification for aviation service.
- (2) Dismissal or discharge for cause.
- (3) Retirement or separation for any reason authorized by law.
- (6) Recoupment actions shall be conducted in accordance with PDUSD(P&R) memorandum (Reference (g)).

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

ACIP	aviation career incentive pay
ACP	aviation continuation pay
ADSC	active duty service commitment
CEFIP	career enlisted flyer incentive pay

PART II. DEFINITIONS

Unless otherwise noted, the following terms and definitions are for the purposes of this Instruction only.

ACIP. Additional pay intended to attract and retain officers in a military aviation career.

ACP. A bonus payment selectively offered to aviation officers who agree to remain on active duty for specified periods of time. Also referred to as “aviator continuation pay” by the Air Force and “aviation career continuation pay” by the Navy.

ADSC. A period of active duty a member must complete before becoming eligible for voluntary separation or retirement.

aviation service as an officer. The active or inactive service performed, under regulations prescribed by the Secretary of the Military Department concerned, by an officer who holds or is in flying training leading to an aeronautical rating or designation.

aviation service career

extended active duty or active Guard or Reserve duty. An officer on extended active duty or active National Guard and/or Reserve duty who holds an aeronautical rating, or is in flying training leading to a rating or designation, shall be considered to be performing aviation service on a career basis, as prescribed in section 301a of Reference (d), while he or she is:

A member of the authorized rated inventory;

In flying training leading to a rating or designation; or

Serving in pay grade O-6 or below and is qualified for aviation service under regulations prescribed by the Secretary of the Military Department concerned.

not on extended active duty or active Guard and/or Reserve duty. An officer not on extended active duty or active National Guard and/or Reserve duty who holds an aeronautical rating and is qualified for aviation service under regulations prescribed by the Secretary of the Military Department concerned, shall be considered to be performing aviation service on a career basis, as prescribed in section 301a of Reference (d), while he or she is:

Performing operational flying duty;

Assigned to a rated position in the selected reserve; or

Considered by that DoD Component to be an asset to the rated inventory.

aviation service date. The effective date of the first aeronautical order to perform flight duties. For rated officers, this date is set when the member first reports to the aviation activity that has aircraft in which he or she will receive flight training leading to an aeronautical rating and is placed on aeronautical orders, date of commission, or appointment as a warrant officer, whichever is later. May be adjusted for breaks in military service and/or periods of non-permanent disqualification. Also referred to as “aviation service entry date” by the Navy and Marine Corps.

career enlisted flyer. An enlisted member who holds an enlisted military occupation specialty or enlisted rating designated as a career enlisted flyer specialty by the Secretary concerned; performs duty as a dropsonde system operator; or who is in training leading to such a specialty or rating or the performance of such duty, is qualified for aviation service, and satisfies the operational flying duty requirements specified in subsection (c), section 320 of Reference (d).

CEFIP. Additional pay intended to attract and retain enlisted personnel in aviation ratings or military occupational specialties to aviation service on a career basis.

critical aviation specialty. An aviation specialty for which the supply of qualified aviation officers is, or is projected to be, inadequate to meet Military Service requirements, as derived from approved force structures.

officer service. All service creditable under section 205 of Reference (d) as a commissioned, warrant, or flight officer.

operational flying duty. Flying performed under competent orders by rated or designated members while serving in assignments in which basic flying skills normally are maintained in the performance of assigned duties as determined by the Secretary concerned, and flying performed by members in training that leads to the award of an aeronautical rating or designation.

proficiency flying duty. Flying performed under competent orders by rated or designated members while serving in aviation assignments in which such skills would normally not be maintained in the performance of assigned duties or while serving in non-aviation assignments. Proficiency flying is authorized to the minimum extent required for only those active duty

members of an authorized rated inventory who have the highest probability of being reassigned to combat operations requiring flying.

years of aviation service. Service computed beginning with the effective date of the initial order to perform aviation service as an officer.