Army Regulation 600–106

Personnel-General

Flying Status for Nonrated Army Aviation Personnel

Headquarters
Department of the Army
Washington, DC
12 March 2018

UNCLASSIFIED
SUMMARY of CHANGE

AR 600–106
Flying Status for Nonrated Army Aviation Personnel

This major revision, dated 12 March 2018—

- Removes the requirement to send an annual audit summary to the National Guard Bureau (para 1–4b).
- Adds the requirement for Army National Guard authorities issuing orders to inform the State upon completion of an internal audit not later than 30 September of each year (para 1–4b(2)).
- Adds the requirement for Army Reserve Aviation Command to perform an annual internal audit and recertification, which will include all personnel of nonrated flying status, as defined in this regulation (para 1–4c).
- Adds the requirement for Soldiers to be given advance written notice for removal from flight status (para 1–4e(3)).
- Adds records management requirements in accordance with AR 25–400–2 (para 1–6)
- Removes mention of aeroscout observers and aerial fire support observers (para 2–2).
- Adds the requirement for commanders or authorities issuing orders to ensure the number of people on flying status does not exceed the number of positions designated with special qualification identifier “F” on the unit’s authorization document (para 2–3c).
- Updates the list of assigned aircraft for which crewmembers are authorized (para 2–3c).
- Adds the authority for commanders to select and train additional door gunners in preparation for certain deployments or missions (para 2–3d(1)).
- Adds Aeromedical Psychologist (para 2–4h).
- Adds Aeromedical Psychologist responsibilities (para 2–4h(1)).
- Updates Aeromedical Psychological investigator duties (para 2–4h(2)).
- Updates Principal Investigator responsibilities (para 2–4h(3)).
- Adds Army astronauts and enroute critical care nurse (para 2–4(l–m)).
- Adds the authority for the Army Reserve Aviation Command to approve flying status for United States Army Reserve Soldiers not cited in paragraphs 2–3 and 2–4 (para 2–5h).
- Updates the Central Review Authority for certain medical actions to U.S. Army Aeromedical Activity, G–3/5/7 (para 2–6c(4)).
Personnel-General

Flying Status for Nonrated Army Aviation Personnel

By Order of the Secretary of the Army:

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History. This publication is a major revision.

Summary. This regulation prescribes procedures for administering flying status for nonrated Soldiers who perform frequent and regular flight while performing their assigned duties.

Applicability. This regulation applies to nonrated Army aviation personnel of the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve. It applies to personnel occupying authorized crewmember and noncrewmember flight positions.

Proponent and exception authority. The proponent of this regulation is the Deputy Chief of Staff, G–1. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army internal control process. This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix C).

Supplementation. Supplementation of this regulation and establishment of agency, command, and installation forms are prohibited without prior approval from Deputy Chief of Staff, G–1 (DAPE–PRP), 300 Army Pentagon, Washington, DC 20310–0300.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Deputy Chief of Staff, G1 (DAPE–PRP), 300 Army Pentagon, Washington, DC 20310.

Distribution. This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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Glossary
Chapter 1
General

1–1. Purpose
This regulation prescribes procedures for administering flying status for nonrated Soldiers who perform frequent and regular flight while performing their assigned duties.

1–2. References
See appendix A.

1–3. Explanation of abbreviations and terms
See the glossary.

1–4. Responsibilities
a. On behalf of the DCS, G–1, the Commanding General (CG), U.S. Army Human Resources Command (CG, HRC) will administer the Nonrated Flying Status Program for the Regular Army Component.

b. The Chief, National Guard Bureau (CNGB) will—
   (1) Administer the Nonrated Flying Status Program for the Army National Guard (ARNG) personnel and nonrated Army National Guard of the United States (ARNGUS) personnel.
   (2) Perform an annual internal audit of ARNGUS authorities issuing orders. The audit will include all personnel in nonrated flying status, to include the paragraph and line number. Additionally, maintenance of a file copy and notification to the state, upon completion of the audit is required not later than 30 September of each year.

c. The Chief, U.S. Army Reserve (USAR) will administer the Nonrated Flying Status Program for the USAR. The Army Reserve Aviation Command (ARAC) will perform an annual internal audit and recertification, which will include all personnel in nonrated flying status, as defined in this publication.

d. Commanders at all levels will—
   (1) Ensure personnel in nonrated flying positions are authorized by this regulation.
   (2) Ensure all nonrated flying positions are coded in the Force Management System website (FMSWeb), found at https://fmsweb.army.mil per AR 71–32 or meet the requirements of paragraphs 2–4 or 2–5 of this regulation.

e. Unit commanders will—
   (1) Ensure personnel have a valid flight physical prior to being placed on flight status.
   (2) Initiate requests for orders to place Soldiers on flight status and to terminate flying status.
   (3) Provide advanced written notification 120 days before removing a crewmember from flight status.
   (4) Ensure the number of personnel in nonrated flight positions does not exceed the number of authorizations documented in FMSWeb.
   (5) Provide the servicing finance office a copy of each document placing and removing personnel from flight status.
   (6) Ensure annual audits are completed using the checklist at appendix B. Conduct annual audits using the Internal Control Evaluation Checklist located at appendix C. Ensure results are retained for audit inspections.

1–5. Entitlement
The Defense Finance and Accounting Service has approved the entitlement portion of this regulation. These procedures are outlined in Section 301, Title 37, of the United States Code (37 USC 301).

1–6. Records management requirements
AR 25–400–2 governs the maintenance and disposition of Army information and implements policy on recordkeeping requirements for Army regulations, prescribing the creation and maintenance of records under functional programs. Detailed information about aviation personnel management records is located on the Records Retention Schedule-Army Module of Army Records Information Management System (available at https://www.arims.army.mil).
Chapter 2
Flying Status for Nonrated Personnel

2–1. Flying time and entitlement for hazardous duty incentive pay

a. A Soldier who is in on active duty (AD) status is required to fly a minimum of 4 hours each month, except as otherwise stated in Department of Defense Financial Management Regulation (DODFMR) 7000.14–R, vol. 7A, and entitled to hazardous duty incentive pay (HDIP) for flying duty. Flying time to qualify for entitlement to HDIP for flying duty must be a product of the performance of duties which requires the Soldier to be placed on flying status orders. Procedures for logging of flight time are outlined in AR 95–1. A Soldier will not be placed on flying status for the following reasons:

   (1) Participating in aerial flights as a means of transportation.
   (2) Performing duties on the ground at destination or points en route.
   (3) Flying in an aircraft other than the one indicated on flight orders (for example, utility helicopter (UH)–60 crew chief logging flight time in a cargo helicopter (CH)–47 or weapons system repairer logging flight time in a UH–72 which has no weapons system). For exceptions, see paragraph 2–3 of this regulation.

b. Minimum flight requirements for a Reserve Component (RC) Soldier not on AD are one-half of those prescribed for a Soldier on AD; that is 2 hours per month when the calendar month is the unit period. If a fraction of a calendar month is the unit period, flying time required for such periods will be as shown in appendix B–1.

   (1) A Soldier who has performed less than the total number of regularly scheduled drills or unit training assemblies during a month, or a fractional part of a month, must meet the minimum flight requirements for the month or fraction thereof, in order to be entitled to any HDIP for flying duty for the drills or unit training assemblies actually performed.
   (2) When scheduled inactive duty training (IADT) was not attended and performed in a subsequent month, HDIP for flying duty for such periods is payable, provided the Soldier met minimum flight requirements for each period involved.

   c. An RC Soldier on flying status who performs AD operational support, full-time training duty, or annual training duty and attendance while in active service at a school designated as a service school, must fly additional time proportionate to the amount of AD days to be eligible for HDIP for flying duty during those AD days.

   (1) Flying time accumulated during periods of AD or AD for training may not be used to satisfy inactive duty flight requirements in other months unless the member was on continuous AD for a period of 30 days or more.
   (2) Flying time accumulated during periods of IADT that is in excess of inactive duty flight requirements may be applied to AD or AD for training flight requirements. However, requirements for the IADT portion of the month must be satisfied before flying time can be applied to the AD or AD for training portion.
   (3) Flying time accumulated during periods of AD for training may not be used to satisfy inactive duty flight requirements. For example, if a Soldier performs 15 days AD and is in an IADT status 15 days in the same calendar month, the Soldier must perform 3 hours of flying to qualify for incentive pay for that month; 2 hours for the AD (15/30ths of 4 hours) and 1 hour (15/30ths of 2hours) for the IADT. Excess flying hours accumulated during IADT may be used to meet the requirements for this entire period, if available.

   d. Flying time to qualify for entitlement to HDIP for flying duty must be in a military status and be a product of the performance of duties that requires the Soldier to be placed on flying status orders.

   e. Aviation unit commanders may, as an exception to paragraph 2–1a(1), authorize logging of flight time for pay for noncrewmember maintenance personnel on maintenance recovery and unit deployment flights utilizing assigned unit aircraft.

   f. Aviation unit commanders may, as an exception to paragraph 2–1a(3) of this regulation, authorize logging flight time in an aircraft other than indicated on flight orders when required to accomplish unit mission.

2–2. Authority to issue orders

a. Authority to issue orders requiring nonrated Soldiers to perform frequent and regular aerial flights is delegated to the following:

   (1) For Soldiers who meet the requirements of paragraphs 2–3, 2–4, and 2–5 of this regulation: CGs, commanders of continental United States (CONUS) installations, and state Adjutants General. Due to wide dispersion of aviation units and finance office support, commanders may further delegate authority to issue flight status orders to no lower than the first O–6 level commander in the chain of command and not lower than O–5 level commanders outside continental United States (OCONUS).

   (2) For students receiving training for operation of airborne electronic sensor systems: Commander, U.S. Army Intelligence Center of Excellence and Fort Huachuca, AZ 85613–7000 or the commander of any training command established by Headquarters, Department of the Army (HQDA) for training personnel to operate airborne electronic sensory, intelligence, or target acquisition systems is authorized to issue orders for flying status.
b. When State Adjutants General issue orders awarding flying status under this paragraph, one copy of the orders awarding flying status will be forwarded to NGB, 111 South George Mason Drive, Arlington, VA 22204–1373. This will be done within 5 working days of publishing orders. The same procedure will be used to forward copies of termination orders.

2–3. Crewmember flying status

The following persons will be considered crewmembers and will be fully integrated into the Aircrew Training Program (ATP) in accordance with AR 95–1:

a. Qualified Soldiers assigned to the first sergeant paragraph and line number may perform aviation crewmember duties when the O–6 brigade commander (O–5 OCONUS) deems it necessary to maintain operational readiness. These Soldiers must hold a 15 series military occupational specialty (MOS) or 68W and have demonstrated prior flight experience.

b. Medical students, not yet commissioned in the Medical Corps, but receiving aviation medical training as part of a formal training program established to qualify candidates for award of the aeronautical rating of flight surgeon.

c. Aviation or aeromedical evacuation flight platoon and section sergeants serving in UH/MH/HH–60, CH/MH–47, or UH–72 units, crew chiefs, flight engineers, flight paramedics, flight stewards, nonrated crewmember flight instructors (FI) or nonrated standardization instructors (SI), assigned to authorized crewmember flight positions as documented in FMSWeb. Except where otherwise authorized by HRC, ARAC for USAR, or CNGB for ARNGUS, only Soldiers in positions designated with Special Qualification Identifier (SQI) “F” on the authorization document for the type aircraft shown in (1) through (11) below will be placed on flying status, provided the Soldier is MOS qualified. Commanders or authorities issuing orders will ensure the number of people on flying status does not exceed the number of positions designated with SQI “F” on the unit’s authorization document. Exclusive of the supervisory personnel and trainers mentioned above, the following crewmember limits per assigned aircraft apply:

(1) CH–47, Medium Helicopter—Two.
(2) MH–47, Medium Helicopter—Four and one-half.
(3) UH–1, Utility Helicopter—One, except Special Operations—Two.
(4) UH–72, Light Utility Helicopter—One, except aeromedical evacuation units—one and one-half crew chiefs per aircraft.
(5) UH/HH–60, Utility Tactical Transport Helicopter; aeromedical evacuation units—per positions designated with SQI “F” on the unit’s authorization document; all others—Two.
(6) MH–60, Tactical Transport Helicopter—Three.
(7) AH–6/MH–6, Observer Helicopter—One.
(8) C–20/37, Gulfstream Jet—Three (One flight engineer, two cabin attendants).
(9) VC–23/ C–27, Large Fixed Wing Transport Airplane—One
(10) C–12/C–26, Medium Fixed Wing Transport Airplane—One (RC only in peacetime).
(11) MI–17, Medium Helicopter—Two.

d. Soldiers serving as door gunners.

(1) Aviation commanders of tactical units may, upon notification of deployment to imminent danger or hostile fire areas or assumption of the Global Response Force (GRF) mission, authorize one additional crewmember per assigned UH–60 or CH–47 to support door gunner missions. Effective date of flight status will not exceed 180 days prior to deployment or assumption of GRF mission. Termination of flight status will not exceed 120 days after redeployment or transfer of GRF mission.

(2) Door gunners assigned in this category will not exceed one per assigned UH–60 or CH–47 aircraft nor exceed a total of two crewmember positions per assigned UH–60 aircraft or three crewmember positions per assigned CH–47 aircraft. Effective date of flight status termination will be in accordance with paragraph 2–7 of this regulation not to exceed latest arrival date through 120 days after organization returns from deployment or relief from the GRF mission.

e. Flight stewards/cabin attendants (C–20/C–37 aircraft only). Enlisted Soldiers assigned to FMSWeb documented positions as flight stewards/cabin attendants.

f. Students attending a crewmember training course.

(1) Flying status for nonrated enlisted and officer personnel taking formal crewmember training is authorized only when students are members of the crew complement and are receiving concurrent indoctrination and training with the rated members.

(2) Flying status is not authorized for nonrated Soldiers receiving crew training in aviation maintenance training courses.

(3) Flying status orders issued under this authority will be effective only for the duration of the course.

g. Flight medics/nationally registered flight paramedics.
(1) Flight paramedic crewmember flying status will be based on the allocations listed (coded with SQI “F”) on the unit authorization document according to FMSWeb.

(2) For Special Operations nationally registered flight paramedics, there will be no more than three and one-half crewmembers per each MH–47 and two and one-half crewmembers per each UH/MH–60.

h. Firefighter/crash rescue specialists. FMSWeb documented positions identified for crewmember HDIP for flying duty as firefighter/crash rescue specialists will not exceed two for each aircraft used in the crash rescue mission.

i. Airborne electronic systems operators.

(1) Students receiving training for operating airborne electronic sensor, intelligence collection, and target acquisition systems at the U.S. Army Intelligence Center of Excellence and Fort Huachuca, AZ or at any other Department of the Army (DA) training command established for training these operators.

(2) Soldiers in FMSWeb documented operator positions for primary airborne electronic sensor, intelligence collection, target acquisition systems, or electronic warfare signal intelligence operator and interceptor. However, these Soldiers must possess a MOS or additional skill identifier (ASI) which is authorized for the specific electronic systems used must be authorized and available in the unit for training, operational, or combat use. For aircraft with installed systems, operators will be authorized as listed below (these are in addition to crew chief positions authorized in paragraph 2–3c).

(a) Electronic Protection–5 variants, Airborne Reconnaissance Low (ARL)—Five to six depending upon installed systems.

(b) Electro-Optical–6 variants, ARL-Enhanced—Five to six depending upon installed systems.

(c) Multi-role Cargo–12S variants, Enhanced Medium Altitude Reconnaissance and Surveillance System Reconnaissance Aircraft—Two to three depending upon installed systems.

(d) Quick Reaction Capability variants with similar systems, reconnaissance aircraft—variable depending upon the installed system.

(e) Contractor aircraft performing similar missions for the DOD, reconnaissance aircraft—variable depending upon the system.

(f) Special Mission Units with Non-Program of Record Special Mission Equipped Aircraft—variable depending on the installed system.

j. Instructors assigned to an authorized FMSWeb position (SQI “F”) at a training center who must fly frequently as a requirement of the program of instruction.

k. FI or SI, MOS qualified in authorized, properly coded FMSWeb positions. The number of FI or SI will not exceed the number of positions designated with ASI “N1” on the unit’s authorization document in each aviation/aeromedical/cavalry battalion/cavalry squadron and one in each company/troop/separate detachment that are assigned UH–72, AH–6, MI–17, C–27, C–20, C–37, MH–60/UH–60, HH–60, or CH–47/MH–47 helicopters. For ARNGUS, if no command aviation structure above company level is authorized for the state, the FI or SI may be authorized within the State Aviation Office.

l. Crew chief positions. In units with multiple type aircraft and authorized flight positions that do not cover all assigned aircraft by type, crew chiefs may log flight time for pay in any aircraft assigned to the unit but not covered by authorized flight positions. However, the crew chief position must be essential to operating the aircraft in-flight or for completing a specific mission of the aircraft that can be accomplished only during aerial flight. Individual flight orders in these unique units will indicate the specific type aircraft in which aerial flight will be credited.

2–4. Noncrewmember flying status
Noncrewmembers are authorized flying status if they must perform frequent and regular aerial flight in the discharge of their primary duties. Noncrewmembers will be fully integrated into the ATP in accordance with AR 95–1. Noncrewmembers may also accrue flight time for pay when performing duties for those crewmembers who are unable to fly with their assigned aircraft due to authorized absence (that is, leave, temporary duty, crew rest, medical grounding). Noncrewmembers performing crewmember duties must be MOS qualified in the type of airframe crewmember duties being performed. Supervisory personnel (that is, platoon sergeants or section sergeants) may accrue flight time when training or evaluating subordinate personnel and when performing crewmember duties in place of an absent crewmember. Commanders will ensure only those Soldiers needed to accomplish the assigned mission are placed on this status. FMSWeb positions or other conditions that may qualify for award of noncrewmember flying status are described below. When noncrewmember flying status is desired for Soldiers not described below and this flying status is to meet the unit’s operational mission requirements, requests will be submitted as shown in paragraph 2–5 of this regulation.

a. Enlisted aircraft maintenance (mechanical) personnel.

(1) The following Soldiers are authorized noncrewmember status:

(a) Aviation platoon, section, and detachment sergeants (chiefs) and aircraft maintenance supervisors in units and detachments that are assigned a total of six or more observation, reconnaissance, surveillance, attack, or utility fixed or rotary
wing aircraft. For units and detachments equipped with these aircraft, one aircraft repairer or one aircraft component repairer per each six aircraft or major fraction thereof; a major fraction is defined as a number larger than half the total.

(b) Aviation platoon, section, and detachment sergeants (chiefs) and aircraft maintenance supervisors in units and detachments equipped with two or more medium or larger cargo type fixed or rotary wing aircraft. For units and detachments equipped with these aircraft, one aircraft repairer or one aircraft component repairer per each three aircraft or major fraction thereof.

(c) Aircraft maintenance or repair platoon sergeants, shop foremen, aircraft maintenance section or branch sergeants, production control noncommissioned officers, and aircraft maintenance or repair supervisors in FMSWeb documented aviation unit maintenance, aviation intermediate maintenance, and depot aircraft maintenance units and activities.

(d) Aircraft technical inspectors assigned to FMSWeb documented positions, actively engaged in inspecting aircraft and MOS qualified. Inspectors may accrue flight time on maintenance test flights, mission symbol “F” as annotated on DA Form 2408–12 (Army Aviator’s Flight Record), maintenance test flight training flights, while recovering aircraft evacuated on one-time flights, while troubleshooting or evaluating in-flight discrepancies not necessarily requiring a test flight, and at the discretion of the unit commander when deemed necessary for mission accomplishment or safety reasons.

(e) Aircraft avionics mechanics/repairmen, not to exceed two per unit, assigned to FMSWeb documented avionics mechanic positions, if actively engaged in-flight avionics equipment repair.

(2) Units with more than one type or model of aircraft assigned will base the number of persons to be placed on noncrewmember flying status on the aggregate number of aircraft assigned, including maintenance float aircraft if these float aircraft are maintained and routinely used by the unit.

b. Aerial photographers. Two Soldiers in authorized FMSWeb documented aerial photography positions, in units whose normal ground mission requires the use of aircraft for air photography, mapping, or similar purposes. This mission does not include combat surveillance.

c. Helicopter weapons system repairmen. FMSWeb documented helicopter weapons system repairmen not to exceed two per unit when required to perform frequent and regular aerial flight while performing their maintenance or troubleshooting duties on the aerial weapons system.

d. ARNGUS and USAR advisor personnel. Enlisted Soldiers assigned to FMSWeb documented positions as aircraft maintenance advisors to elements of the ARNGUS or USAR maintaining six or more Army aircraft.

e. Military assistance advisory group and mission advisory personnel. Enlisted persons assigned to FMSWeb aircraft maintenance positions in a foreign country maintaining six or more Army aircraft furnished by the government of that country.

f. Ground liaison officers. Army ground liaison officers who are attached for duty with the United States Air Force (USAF), United States Navy (USN), or United States Marine Corps (USMC) aviation organizations are authorized noncrewmember HDIP for flying duty only if frequent and regular aerial flight is a primary or major portion of their job description as determined by the commander.

g. Aeromedical physician assistants and aviation medicine nurse practitioners. Individuals must be a graduate of an approved course in aviation medicine and actively and continuously engaged in aeromedical duties. These duties include medical care or treatment of patients while being transported in-flight and/or actively and continuously engaged in assisting the flight surgeon in conducting the local Aviation Medicine Program.

h. Aeromedical psychologists and aeromedical psychological investigators. APIs are medical officers who have completed the Aeromedical Psychology Training Course at the U.S. Army School of Aviation Medicine and are assigned duties in authorized and properly coded FMSWeb positions.

(1) Aeromedical psychologists conduct psychological evaluations, in-flight evaluations, and require continuous exposure and familiarization of crew and individual dynamics in the aircrew environment.

(2) APIs are responsible for conducting psychological and performance research on various in-flight protocols. Additional APIs who are required, but not documented, will be approved in accordance with paragraph 2–5 of this regulation.

(3) Principal investigators are responsible for conducting psychological and performance research on various in-flight protocols. Additional APIs required, but not documented, will be approved in accordance with paragraph 2–5 of this regulation.

i. Other medical personnel.

(1) Soldiers who occupy documented FMSWeb positions and are assigned a primary responsibility to transport, monitor in-flight, and care for human organs. The number of authorized noncrewmember flying status will not exceed two per medical treatment facility performing organ transplants.

(2) Noncrewmember positions identified for members of the Flight Burn Team assigned to the U.S. Army Institute of Surgical Research will not exceed authorized positions.

j. Full-time manning program. Soldiers assigned to a carrier FMSWeb position and who meet the following conditions:

(1) The FMSWeb position against which the Soldier is aligned requires noncrewmember flying status.
(2) The flying requirement has been approved by HRC (AHRC–PDP–I) and documented in FMSWeb.

(3) Soldiers filling these positions are actually performing the required functions.

k. **Aviation maintenance technicians.** Warrant officers with MOS 151A who are required to participate in maintenance test flights of military aircraft or flights directed by the unit commander to accomplish the mission of the unit to which assigned.

l. **Army astronauts.** Astronauts who are not rated aviators and occupy a documented astronaut position in FMSWeb and hold the area of concentration (AOC) 40C may accrue flight for pay as required by National Aeronautics and Space Administration. Rated aviators who become astronauts will refer to AR 600–105.

m. **Enroute critical care nurse.** Enroute critical care nurses must be AOC 66H8A or 66HM5 and have completed the Joint Enroute Critical Care Course given at Fort Rucker, AL. Enroute critical care nurses must be attached to an aviation element operating in an area designated as a hostile fire zone. Enroute critical care nurses who do not meet these criteria can be approved in accordance with paragraph 2–5 of this regulation.

2–5. **Flying status for personnel not otherwise specified**

a. Soldiers, other than those cited in paragraphs 2–3 and 2–4, who must take part in frequent and regular aerial flights while performing their primary duties, may be recommended for flying status as outlined in this paragraph. A separate request is required for each Soldier.

b. Prior to issuing orders, commanders will have approval from HRC (AHRC–PDP–I), ARAC (AFRC–AKY–CG) for USAR or CNGB or their designee for ARNG. Commanders/authorities issuing orders will maintain controls to ensure flying status authorizations are terminated when either of the following occurs:

   (1) The duties of the position are no longer needed.

   (2) The Soldier is reassigned to another duty position or to another organization.

c. Unless otherwise prescribed by appropriate authorities above requests will contain the following information:

   (1) Name, grade, and MOS or AOC.

   (2) Aeromedical provider’s verification that the Soldier meets the medical requirements (flight physical) for flying duty (AR 40–501).

   (3) Title, number, and date of FMSWeb document to which the Soldier is assigned.

   (4) Paragraph number, line number, MOS or AOC, and grade of position occupied by the Soldier as shown in FMSWeb document.

   (5) Duty titles, MOS or AOC, grades, and number of Soldiers, if any, the individual directly supervises.

   (6) Numbers and types of aircraft being operated or maintained by the element to which the Soldier is assigned or attached and for which the element is directly responsible.

   (7) Complete description of duties to be performed by the Soldier while flying. Additionally, the estimated number of hours that will be spent in aerial flight per month while performing these duties.

   (8) Name, grade, duty title, and MOS or AOC of all nonrated Soldiers on flying status in the requesting element.

   (9) When a Soldier is recommended for flying status to inspect aircraft maintenance in-flight, the statement: “No other qualified person on flying status is available in the unit, in adjacent units, or at higher or lower echelons or support units for these maintenance tasks.”

   d. If an ARNGUS technician is not already assigned to a compatible military position in which they are appropriately placed on military flying status, they may be issued orders from NGB authorizing the performance of crew duties, as required by their technician positions, provided—

      (1) They possess an exception to technician compatibility waiver issued by NGB.

      (2) Their technician position description indicates, “When designated on flying status orders may participate in aerial flights for the purpose of diagnosing problem areas,” or “designated to participate in Army maintenance test flights,” or “designated to support flight training requirements.”

      (3) They possess a current qualified flight physical.

      (4) Facility commanders must ensure that the duties performed are directly related to their technician duty description and an appropriate facility training program has been established.

      (5) Additional pay code will be listed as “0.”

2–6. **Medical qualifications**

a. Army personnel covered by this chapter must maintain the appropriate class flight physical standards per AR 40–501.

b. Army ground liaison officers attached to the United States Air Force, Navy or Marine Corps must meet the flight physical standards of the Service concerned. These standards must be met before personnel are placed on flying status and required to take part in frequent and regular aerial flight.
c. In unusual cases, it may not be possible to receive a flight physical. However, orders may be published to place personnel on noncrewmember flying status and the flight physical temporarily deferred by commanders issuing orders. Deferment of flight physicals may not exceed 30 days. If an appropriate medical authority determines, at a later date, that these Soldiers are not physically qualified for flying duty, the flying status will be terminated. The effective date of this termination will be recommended by competent medical authority and established by the commander. ARNGUS commanders are not authorized to defer physical examinations for ARNGUS personnel without the prior authorization of CNGB or their designee. The following items will be reported:

1. Name, grade, DOD identification number, and unit of assignment.
2. In-flight duties to be performed in aerial flight.
3. Circumstances that preclude completing the flight physical before the Soldier is placed on flying status.
4. Central review by the U.S. Army Aeromedical Activity (MCXY-AER), Building 110, 6th Avenue, Fort Rucker, AL 36362–5333, will be accomplished for all flying duty medical examinations, flying duty health screenings, and aeromedical summaries for waiver or suspension.

2–7. Instructions for issuing and terminating flying status orders

a. Requirements for performing frequent and regular aerial flight, entitlement to nonrated crewmember or nonrated noncrewmember HDIP for flying duty, and removal from this duty will be provided for by competent orders (see AR 600–8–105, format 332).

b. When flying status for nonrated personnel is to cover a certain period of time only, the orders will cite the exact dates for which flying status is authorized. These dates will coincide with the dates of assignment to duties requiring participation in frequent and regular aerial flight. However, unless confirming a verbal order of competent authority, the date flying status commences will not be earlier than the date of the written order. Orders awarding flying status will state that the Soldier must perform frequent and regular aerial flight, the duty position of the Soldier, and the purpose for placing the Soldier on flying status.

2–8. Advance notice to remove crewmembers (enlisted and officer) from crewmember flying duty (advance 120-day notice is not applicable for personnel receiving noncrewmember hazardous duty incentive pay for flying duty)

The procedures below give guidance on advance notice to remove crewmembers from flying duty and attendant loss of HDIP for flying duty. They do not alter or interfere with the provisions of the DODFMR 7000.14–R, vol. 7A. Exceptions are shown in paragraph 2–9 of this regulation.

a. All crewmembers will be notified in writing at least 120 days before being involuntarily removed from duty through no fault of their own.
Assignment of crewmembers will be carefully managed to achieve the required advance notice before removal from flying duty.

Advance notice will be accomplished by issuing orders as shown in (1) through (4) below.

(1) **Known termination date.** When flying duty exceeds 120 days and a termination date is known, that date will be cited in the flying status orders.

(2) **Reassignment within CONUS or within an OCONUS command.** Orders will provide a termination date. This date will be the same as the departure date from the losing command if this date gives at least 120-day advance notice. If the orders are issued less than 120 days before the date of departure, the date of termination of HDIP for flying duty will be set as stated in paragraph 2–9 of this regulation.

(3) **Reassignment from CONUS to an OCONUS command.** Commanders will notify crewmembers and issue termination orders not less than 120 days before the reassignment date. If a Soldier is placed in a crewmember position by the gaining command, the gaining unit will issue the orders. The effective date of flying status entitlement will be the same as the date of arrival at the gaining unit.

(4) **Reassignment from an OCONUS command to CONUS or between OCONUS commands.** The OCONUS commands will notify crewmembers and issue termination orders not less than 120 days before the date the Soldier is eligible for return from OCONUS or the date of reassignment to another OCONUS command. If a Soldier is placed in a crewmember position by the gaining command, the gaining unit will issue orders. The effective date of flying status entitlement will be the same as the date of arrival at the gaining OCONUS or CONUS unit.

When notice of impending removal from flying status cannot be accomplished by orders, a competent authority, no lower than the Soldier’s unit commander, may give the Soldier a written or verbal notice. If verbal notice is given, the unit commander will write a memorandum for record which will be placed in the Soldier’s flight records. The Soldier will be provided with a copy of the memorandum. This type of notice does not remove the requirement for the issuance of formal orders (para e below).

d. Documentation of the requirement to perform crewmember flying duty and removal from this duty will be issuance of competent orders (AR 600–8–105, format 332). This will be accomplished regardless of the method used for advance notice.

2–9. **Exceptions to the 120-day advance notification requirement for removal of persons from crewmember flying duty**

a. Advance notice may be less than 120 days for the following reasons:

(1) Soldiers may voluntarily waive the advance notice in writing. Voluntary termination occurs when a Soldier accepts the results of a favorable personnel action. Examples of this termination are shown below.

(a) A Soldier applies for officer candidate school and is accepted. In this case, the voluntary waiver is not effective until the person in crewmember status accepts the results of the personnel action.

(b) Acceptance of appointment as a commissioned or warrant officer.

(c) Promotion or acceptance of an approved application for school training.

(2) The requirement to perform crewmember flying duty is known to be less than 120 days. In this case, the termination date will be cited in the orders awarding the flying status.

(3) Late receipt of DA directed assignment instructions. Personnel will be given a 120-day written notice from the date of delayed notification.

b. HDIP for flying duty may be continued for 120 days when authorized by HRC (AHRC–PDP–I) even if the advance notice is less than 120 days and minimum performance requirements are not met.

(1) A crewmember who is involuntarily removed from flying duties, with less than 120 days advance notice, may be considered to have fulfilled all the requirements for HDIP for flying duty up to 120 days from the date of notice of this removal (for example, DA directed reclassification/training). This 120 days advance notification requirement is prescribed by Executive Order 13294, as amended.

(2) This authority will not be used when crewmembers have banked flight time that entitles them to incentive pay.

(3) This exception authority will be used only in unusual cases as determined by the unit commander, such as national emergencies, short notice unit inactivation, manpower authorization reductions, urgent fill of personnel requirements, or transfer or loss of aircraft.

c. Advance notice is not required and entitlement to HDIP for Flying Duty will be terminated if removal from flying status is for the following reasons:

(1) Absent without leave (AWOL).

(2) Confinement.

(3) Relief for cause.

(4) Medical unfitness, including failure to maintain a current medical examination.
(5) Unsatisfactory participation in an RC unit.

d. Requests for exception to the 120-day advance notification requirement will be sent to Commander, HRC (AHRC–PDP–I), 1600 Spearhead Division Avenue, Department 480, Fort Knox, KY 40122. The request will contain the following information:

1. Name, grade, and MOS/AOC.
2. Reason for removal. If by DA assignment instructions, provide the Enlisted Personnel Management Directorate control and serial number. For officers, the requisition identification number.
3. Proposed date of removal.
4. Reason 120-day advance notice was not given.
5. Copy of written notice of involuntary removal from flying status and proposed effective date of removal.
Appendix A

References

Section I

Required Publications

AR 40–501
Standards of Medical Fitness (cited in para 2–5c(2).)

AR 95–1
Flight Regulations (cited in para 2–1a.)

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read a related publication to understand or comply with this policy.

AR 11–2
Managers’ Internal Control Program

AR 25–30
Army Publishing Program

AR 25–400–2
Army Records Information Management System (ARIMS)

AR 71–32
Force Development and Documentation

AR 600–8–105
Military Orders

AR 600–105
Aviation Service of Rated Army Officers

DA PAM 611–21
Military Occupational Classification and Structure

DODFMR 7000.14–R, vol. 7A
Department of Defense Financial Management Regulation (Military Pay Policy and Procedures Active Duty and Reserve Pay)

EO 13294
Regulations Relating to Hazardous Duty Incentive Pay, Aviation Career Incentive Pay and Submarine Duty Incentive Pay

TC 3–04.11
Commander’s Aircrew Training and Standardization Program

37 USC 301
Incentive pay: hazardous duty

37 USC 304
Special pay: diving duty

Section III

Prescribed Forms

This section contains no entries.

Section IV

Referenced Forms

Unless otherwise stated, DA forms are available on the APD website (www.apd.army.mil)
DA Form 11–2
Internal Control Evaluation Certification

DA Form 759
Individual Flight Record and Flight Certificate - Army

DA Form 2028
Recommended Changes to Publications and Blank Forms

DA Form 2408–12
Army Aviator’s Flight Record
Appendix B

Aerial Flight Requirements

Flight time requirements follow in Table B–1.

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Appendix C
Internal Control Evaluation

C–1. Function
The function covered by this checklist is Flying Status for Nonrated Army Aviation Personnel.

C–2. Purpose
The purpose of this checklist is to assist unit commanders in evaluating their key management controls. It is not intended to cover all controls.

C–3. Instructions
Answers must be based on the actual testing of key management controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These management controls must be evaluated annually. Certification that this evaluation has been conducted must be accomplished on DA Form 11–2 (Internal Control Evaluation Certification).

C–4. Test questions
   a. Is a monthly review conducted to ensure that—
      (1) Only fully qualified Soldiers are receiving HDIP for flying duty?
      (2) Soldier has current flight physical?
      (3) Soldier is in a documented flight position?
      (4) Soldier is receiving correct rate of pay based on noncrewmember or crewmember status?
      (5) If Soldier is no longer in a flight position, has Soldier’s HDIP for flying duty been terminated?
   b. Is there a unit standing operating procedure established and maintained?

C–5. Supersession
This checklist replaces the checklist for personnel activities/special officer and enlisted personnel programs, and eligibility determination for entitlement to HDIP for flying duty.

C–6. Comments
Help make this a better tool for evaluating management controls. Submit comments to Commander, HQDA, Deputy Chief of Staff G–1 (DAPE–PRP) 300 Army Pentagon, Washington, DC 20310.
Glossary

Section I

Abbreviations

**AD**
active duty

**AOC**
area of concentration

**API**
aeromedical psychological investigators

**ARAC**
Army Reserve Aviation Command

**ARL**
Airborne Reconnaissance Low

**ARNG**
Army National Guard

**ARNGUS**
Army National Guard of the United States

**ASI**
additional skill identifier

**ATP**
Aircrew Training Program

**AWOL**
absence without leave

**CG**
commanding general

**CNGB**
Chief, National Guard Bureau

**CONUS**
continental United States

**DA**
Department of the Army

**DODFMR**
Department of Defense Financial Management Regulation

**FI**
flight instructor

**FMSWeb**
Force Management System website

**GRF**
Global Response Force

**HDIP**
hazardous duty incentive pay

**HQDA**
Headquarters, Department of the Army

**HRC**
U. S. Army Human Resources Command
IADT
inactive duty training

MOS
military occupational specialty

NGB
National Guard Bureau

OCONUS
outside Continental United States

RC
Reserve Component

SI
standardization instructor

SQI
Special Qualification Identifier

USAF
United States Air Force

USAR
United States Army Reserve

USC
United States Code

USMC
United States Marine Corps

USN
United States Navy

Section II
Terms

Advance notice of removal from crewmember flying status
Receipt of written notice from Soldier’s commander that the Soldier is no longer required to take part in frequent and regular aerial flight and entitlement to HDIP for flying duty will be terminated.

Army National Guard of the United States
A reserve component of the Army comprising members and units of the Army National Guard. The Army National Guard includes the federally recognized and funded land force of a State or Territory militia in an active or inactive status (see 10 USC 101).

Crewmember
Status assigned to Soldiers who perform duties aboard an aircraft and are essential to the operation of the aircraft. They work with rated aviators under the team concept and according to the principles of Aircrew Coordination Training.

Frequent and regular aerial flight
According to the DODFMR, a requirement to perform either crewmember or noncrewmember duties, a minimum of 4 hours per month. For RC, minimum flight requirements are one-half of those prescribed for a member on AD.

Hostile fire/imminent danger area
An area that has been designated as such by the Secretary of Defense or his designee for entitlement to special pay.

Involuntary removal from flying status
All terminations from flying status not requested by the Soldier unless for separation, confinement, relief for cause, medical disqualifications, or AWOL.

Noncrewmember
Status assigned to Soldiers whose duties directly relate to the in-flight mission of the aircraft but are not essential to the operation of the aircraft.
Nonrated personnel
An officer or enlisted Soldier who has not been awarded the aeronautical rating of Army aviator or flight surgeon, or a Soldier with an aeronautical rating (aviator or flight surgeon) who is no longer in aviation service.

Officer
Both commissioned or warrant officers unless otherwise specified.

Peacetime
That period in time without armed conflict.

Section III
Special Abbreviations and Terms
This section contains no entries.