

Southern Area Interagency Mobilization Guide

Chapter 90 – Non-Wildfire Emergencies and Events

91 SCOPE

Dispatchers are normally the first persons to receive requests for search and rescue or other non-fire emergency assistance. Such requests often come after hours, and the requesting parties desire immediate answers, whenever possible. This chapter provides some guidelines concerning Forest Service, National Park Service, and US Fish & Wildlife Service policy in these matters.

When responding to non-fire incidents; generally, the guidelines listed below will be followed by dispatchers:

- Most requests for non-fire incident assistance are first cleared through the appropriate agency Regional Coordinator prior to mobilization.
- Except in cases of threat to human lives, fire is the priority when in competition for resources.
- Fiscal accountability, payment of base and/or overtime salary and any interagency reimbursement procedures must be agreed to by all parties prior to, or as soon as possible after the initial response to the incident. Payments are to be authorized via reimbursable agreements or letters of authorization to expend agency funds. FireCode is not used for non-fire incidents.
- Specific agency limits of authority (e.g., law enforcement authority on non-Federal lands, Emergency Medical Technician authority outside of their home state, etc.) must be addressed prior to mobilization of these personnel.

Refer to Section 11.2 of this Mobilization Guide for additional information on Area prioritization of non-fire activities.

92 LEGAL RESPONSIBILITIES OF OTHER PUBLIC AGENCIES

Primarily, the protection of life and property and the maintenance of law and order within the territorial jurisdiction of any State are responsibilities of State and local authorities. In some States, the basic law places responsibility for protection of life and property and search for lost persons on the Sheriffs of the respective Counties; in other States, the State Highway Patrols have the responsibility to assist during emergencies involving protection of life and property. For the land area of the United States, the Air Rescue Service of the Air Force is charged with the responsibility of providing search, survival aid, and rescue of passengers and crew of missing and/or crashed aircraft in accidents that do not occur in the proximity of air bases. This responsibility applies to all aircraft--civil as well as military.

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93 FOREST SERVICE RESPONSIBILITIES

Inside and outside the National Forests, as a humanitarian measure, the use of Forest Service personnel and equipment is authorized for the purpose of protecting life and property and for relieving suffering and distress arising from such causes as floods, earthquakes, fires, hurricanes, and snowstorms, but not from strikes. 5 AR 595 provides that "...Except in emergencies threatening loss of life or property, or as may be authorized by law, Department property shall not be used for any purpose other than in the performance of work of the Department..."

The Regional Forester should be notified promptly of any extraordinary expenditure or obligation of funds or use of personnel or equipment. Obligations incurred should be considered as payable out of currently available funds only, without expectation of reimbursement. Only in rare cases does Congress appropriate supplemental funds to reimburse agencies for each extraordinary expense, unless the expenditures were made under the major disaster law (FSM 1522.6l).

93.1 COOPERATION WITH PUBLIC AGENCIES

Inside National Forest boundaries, the Forest Service has specific authority to act in case of need for emergency assistance to persons lost, seriously ill, or injured; but this does not preclude cooperation under Memorandums of Understanding with other agencies that engage in the activity. Since there are so many different agencies involved in rescue work, centralized nationwide operating arrangements are neither practical nor desirable. Memoranda of Understanding involving search and rescue should, accordingly, be made at the Regional level or, for some Regions where National Forests are widely separated, at the Forest level with guidance by the Regions.

Any such cooperative work that the Forest Service does, either with or without reimbursement to the Government should be under advance letters of understanding with those agencies.

93.2 AUTHORIZATION TO ACT ON REQUEST OF OTHER FEDERAL AGENCIES

The Forest Service has authority at the request of another Federal agency to perform for the agency whatever assistance it is equipped to render regardless of location, with either advance of funds or reimbursement under Section 601 of the Economy Act of June 30, 1982 (31 U.S.C. 686). Where such requests are anticipated, it is desirable to have any understanding with the responsible Federal Agency as to any action to be taken by the Forest Service. Such understanding should be worked out at the Regional level. (Refer to Chapter 40 - Cooperation.)

The USDA Forest Service and the Department of Interior have primary and support responsibilities under the Federal Response Plan (FRP) during Presidential declared disasters. Refer to Section 15.1 of this mobilization guide for more information.

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93.3 LOST, ILL, INJURED, OR DECEASED PERSONS

The Forest Service recognizes its public duty to render assistance in cases involving persons lost or who die in the National Forests. This includes transporting persons seriously ill, injured, or die to the nearest place where the sick or injured person (or where the body) may be transferred to interested parties or local authorities.

Section 3 of the Act of May 27, 1930 (16 U.S.C. 575) authorizes the payment of necessary expenses to effectuate this policy. This authorization is limited to those cases where the person's condition necessitates prompt removal to a place where medical attention and care are available; and the situation could only be rectified through action of the Forest Service. The authorization does not contemplate expenditures from Forest Service funds in ordinary cases of illness, etc., of persons who at the time are inside a National Forest. Similarly, Forest Service funds should be expended for removal of the body of a deceased person only when it is impractical to arrange for its prompt removal by or at the expense of relatives or other interested persons or local authorities. In the event of minor accidents, particularly where there appears to be no immediate danger to life or health, incidental help and information or advice may be given by the Forest Service; but usually the person or persons involved, if able, should make their arrangements for relief, medical attention, or repair. Usually relatives, friends, local authorities, and other interested persons or agencies cooperate voluntarily in defraying necessary expenses.

93.4 R-8 OBLIGATION AND PAYMENTS POLICY

Salaries and travel expenses of personnel assigned to the relief or assistance job will be paid from their normal general account. Other expenses incurred will be paid from National Forest Protection and Management (P&M) funds. Forests or other units should handle the payment of expenses for this emergency work. At the time of the financial review, if Forests find they cannot absorb these additional expenses, they should request a supplemental fund allocation. Request should be made to the Regional Budget Officer accompanied by justification of need.

93.5 DISASTER PLANS

93.5.1 NATURAL DISASTERS

The Regional Forester's Emergency and Major Disaster Plan for Natural Disaster in the Southern Region (May 1979) is found in FSM Section 1590. In addition, individual Forests and Districts may have local disaster plans (for example: the Francis Marion-Sumter NF has a draft plan to prepare and respond to tropical storms and hurricanes).

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93.5.2 HAZARDOUS MATERIAL SPILLS

The "Safety and Health Program Handbook" (FSM 6709.12) establishes notification requirements for hazardous materials accidents. This normally will be the responsibility of the Forest Hazardous Materials Coordinator. In many cases, the Forest Dispatcher will receive the initial communication from the field, and will need to follow up on this information. Each Dispatch/Coordination Center should have a list of actions to be taken in the event that a hazardous material accident is reported. This should be developed by the Forest Haz-Mat Coordinator and the Dispatcher, and can use the same format as the procedures to be followed in the event of a downed aircraft (see Appendix C). A sample plan follows.

NOTE: Offer information to first responders from the "orange book" ("Emergency Response Guidebook" DOT 5800).

Also plagiarize see APPENDIX A.

SAMPLE HAZARDOUS MATERIAL SPILL PLAN

1. Receive and log the information that is reported.
2. Dispatch public safety units as appropriate:

UNIT	PHONE NUMBER
Medical	
Ambulance	
Law Enforcement	
State Troopers	
Sheriff Department	
Police Department	
Other	

3. Notify appropriate line officer:

NAME	TITLE	OFFICE PHONE	HOME PHONE
	District Ranger		
	District Ranger		
	Forest Supervisor		

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4. Notify Forest HAZMAT Coordinator:

NAME	OFFICE PHONE	HOME PHONE

93.6 CHECKLIST OF ACTIONS IN EMERGENCY CASES (SERIOUS ACCIDENT OR DEATH).

1. Get rescue unit and equipment on the way.
2. Notify doctor and give instructions. In some cases, this will be No. 1.
3. Notify District Ranger.
4. Notify Forest Supervisor or Acting.
5. Notify the SACC Coordinator through normal channels. He or she will notify all RO personnel concerned. Ask him or her to notify FAA if it is an aircraft accident.
6. Notify County Sheriff's office and State Police. (Arrange with them for a coroner in case of a death.)
7. See that Information Officer is designated. Information Officer will interact with the press, and ensure that only reliable information is released. No names will be released until next of kin has been notified.
8. Instruct lookouts (or other key positions) to remain on duty as necessary.
9. Notify next of kin as soon as reliable information is available. Information Officer will handle this. If off-Forest personnel are involved, the home Forest or Region should be called on to do the actual notifying of next of kin. Be sure to request them to let Ranger District or Forest know as soon as next of kin have been notified so a statement can be given to the press.

93.7 MANDATORY REGIONAL OFFICE NOTIFICATION SITUATIONS

Notify the Regional Office, as stated in FSM 6732.12, immediately, when these conditions exist in addition to those identified in the parent text:

1. One employee or enrollee was injured and requires five (5) or more days of hospitalization.
2. The Forest Service was involved and a private citizen was killed or is likely to die.
3. All damage to government property (leased, owned, rented, or borrowed) in excess of \$1,000, excluding forest fire.
4. Indication of gross negligence or misconduct on the part of an employee or enrollee involved in any third party accident.
5. Evidence or indication that drugs, including alcohol, were in use or were contributing factors in an accident involving an employee or enrollee.

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6. Minor aircraft accident.
7. Fatalities from suspected natural causes when the employee was on the job or in travel status.
8. The Regional Office person notified is responsible for notifying the Washington Office in accordance with parent text FSM 6732.12.
9. A release of a hazardous material (including pesticides) into the environment should be reported to the Region 8 spill Haz-Mat coordinator within 24 hours.

REGIONAL OFFICE CONTACT NAME	CONTACT TITLE	OFFICE PHONE	PAGER
Jim Spano	Safety Manager	404-347-7781	888-486-1736
Walt Sternke	HAZMAT Coordinator	404-347-3369	
	Alternate HAZMAT Coordinator	404-347-2477	
Robert Pierson	Deputy RF – Operations	404-347-4177	
	Deputy RF – Recreation, Lands, Mineral, Engineering & Resources	404-247-4177	

For after-hours telephone numbers, please see Chapter 50 "USFS Southern Regional Office" directory, or contact SACC.

The unit making the initial notification report should include items listed in parent text FSM 6732.12, 2. However, notification should not be delayed if all of the information is not available.

93.8 INVESTIGATION TEAM MEMBERSHIP

1. Composition of Region/Area Investigation Team
 - a. Chief Investigator
 - b. Regional Safety Manager
 - c. Group Leader, Fiscal and Accounting Management, will serve as team member when a third party is involved.
 - d. The Chief Investigator and Safety Manager will select additional team members relative to the type, location, and severity of the accident.
2. Designation of Chief Investigator
 - a. The Chief Investigator will be a Deputy Regional Forester/Assistant Area Director from the functional area involve when:
 - (1) One or more employees or enrollees are fatally injured, or death is likely to occur.
 - (2) The Forest Service is involved and one or more private citizens are fatally injured, or death is likely to occur.

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- (3) Property damage of \$50,000 or more, excluding forest fires or natural disaster.
- b. Under the following conditions, the decision to have an Investigation Team will be made by the Regional Forester/Area Director on a case-by-case basis. If a Team is formed, the Chief Investigator will be a Forest Staff Officer or Forest Supervisor.
 - (1) One employee or enrollee is injured requiring five (5) days of hospitalization.
 - (2) Hospitalization of three (3) or more employees or enrollees.
 - (3) The Forest Service is involved and five (5) or more private citizens are hospitalized.
 - (4) Indication of gross negligence or misconduct on the part of an employee or enrollee involved in any third party accident.
 - (5) Any indication that the use of alcohol or other drugs by an employee or an enrollee may have been a contributing factor in any accident.
 - (6) Property damage of \$10,000 to \$49,000, excluding forest fires or natural disaster.

94 NATIONAL PARK SERVICE RESPONSIBILITIES

Responsibilities and procedures for non-fire emergencies are outlined in the Emergency Operations Plan for each National Park Service Region. The following are excerpts from the Southeast Regional Office Plan.

94.1 LAW ENFORCEMENT

Level 1 incidents are to be telephoned immediately to Shenandoah National Park Dispatch 1-800-732-0911 and to the Southeast Region Law Enforcement Specialist or the Chief of Ranger activities. All reportable incidents are to be reported (including Level 1 telephone reports) via a cc: Mail report. cc: Mail reports are to be sent to: WASO Ranger Activities, Bill Halainen (for the Morning Report), Chief of Ranger Activities, and the Region Law Enforcement Specialist.

94.1.1 Special Event Teams

Special Event Team Commander: Captain **Diana Smith**

In the case of a special event which requires a Special Events Team (SET), and time permits, the Park Superintendent must submit a written request to the Chief of Ranger Activities explaining the need for the request and outlining the number and type of resources needed and estimated cost. The authority for activating a SET can only be granted by the Regional Director or his designee. If time does not permit a written request, or for guidance in determining if a SET Team is needed, contact Captain **Diana Smith** at 404-562-3108, **extension 619**.

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94.2 SEARCH AND RESCUE

Refer to Appendix C of this chapter.

"Advise the NPS Regional FMO, Ken Garvin or Emergency Services Coordinator, when a search and/or rescue appears that it will go into a second day. Requests for assistance should first be made to the Regional FMO. The Regional FMO or Emergency Coordinator may obtain resources through the appropriate State Interagency Coordination Center or SACC.

94.3 CHEMICAL SPILLS (OIL AND HAZARDOUS MATERIALS)

Contact for Resources

Southeast Region or WASO Coordinator listed below.

Reporting

All oil spills, hazardous chemical releases, pipeline accidents, transportation accidents involving hazardous material or oil, releases of radioactive materials, and releases of etiological or hazardous biological materials must be reported to the U.S. Coast Guard National Response Center immediately (1-800-424-8802). Refer to www.ncr.uscg.mil on the Internet for updated information on the National Response Center. The U.S. Coast Guard or the Environmental Protection Agency will respond with or designate an On-Scene Coordinator who will ensure that proper action is being taken to minimize the impact and clean up the spill. Advise the Southeast Region Fire and All-Risk Coordinator after ensuring that the National Response Center has been notified. The Southeast Region Fire and All-Risk Coordinator will ensure the WASO Coordinator is notified. Parks should be prepared to assist the On-Scene Coordinator with logistics and information about sensitive park resources. Park staff should not participate directly in clean up activities unless trained and certified in handling hazardous materials. The Park is to document affect of the spill on park resources, operations, and visitor services. Also document the amount of staff time directed towards the incident.

Southeast Region Coordinators
Primary – Ken Garvin Southeast Region Fire/All-Risk Coordinator Office: 404-562-3108, Ext. 653 Pager: 800-759-8888, Pin: 319-7893
Secondary – Jeff Brice Emergency Services Coordinator, SACC Office: 770-458-2464 Pager: 800-759-8888, Pin: 988-4801
WASO Coordinator – Ernie Ralston Office: 202-273-3431 Pager: 888-614-0672

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94.4 PUBLIC HEALTH

"When a Public Health Emergency arises, call the Regional Public Health Service Consultant."

94.5 OTHER EMERGENCIES

"Reporting and mobilization of resources for other emergencies will be as outlined within the NPS Southeast Region Emergency Operations Plan, dated 1999. For all other emergencies, contact: Ken Garvin (Southeast Regional Fire and All Risk Coordinator); or Jeff Brice [Assistant Area Coordinator (NPS) - SACC]."

94.6 MANDATORY REGIONAL OFFICE NOTIFICATION SITUATIONS

NPS units should notify Shenandoah Dispatch, then Ken Garvin or Jeff Brice, as outlined in the "National Park Service Southeast Region Emergency Operations Plan" dated 1999.

LEVEL 1 - Immediate Reporting

1. Employee Fatalities: All employee deaths from any cause, whether on duty or off duty.
2. High Property Damage: Any incident resulting in property damage in excess of \$100,000.
3. Officer Fatality or Threatening Injury: The death or life-threatening injury to any law enforcement employee while in the performance of his or her duties.
4. Serious Crimes: Serious crimes, which occur in any park area.
5. Drug Incidents: Major or unusual drug seizures or drug-related arrests in which the circumstances, value, and/or the amount of the seizure could attract media or political attention.
6. Political Officials: Serious incidents, major events or serious accidents involving senior political officials of state, Federal or foreign governments or their immediate families.
7. Terrorist Activity: Actual, attempted or planned terrorist activity, sabotage or other hostile acts against NPS property.
8. Significant Law Enforcement Events: Significant law enforcement events other than planned special events, which have required or may require the dispatch of specially trained teams to augment normal enforcement capabilities.

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9. Disasters: Major natural or human-caused disasters, which cause significant injuries, resource or property damage to or impact on visitor use of an NPS-administered area, including dam failures, floods and storms. Wildfires are excluded; they should be reported to the Branch of Fire Management in Boise.

10. Weapons Discharge: The discharge of a weapon by an employee toward another individual or any discharge of a weapon at any employee.

11. Use of Force: Any use of force by a law enforcement officer that results in serious injury or death to another individual.

LEVEL 2 - Standard Reporting

All incidents under these criteria are to be reported to WASO Ranger Activities via hard copy mail within three working days of the incident's occurrence. Along with a carbon copy to NPS Regional FMO and NPS SACC Assistant Area Coordinator, Incidents of exceptional significance – Level 2+ incidents, i.e., those that have or will likely draw major media coverage – should be reported immediately following the procedures for Level 1 reports.

1. Visitor Fatalities: Visitor fatalities, except by natural causes.
2. Employee Injuries: Serious injury* to any employee, either on or off duty.
3. Employee Arrest: Arrest or detention of any employee on felony charges, regardless of arresting or detaining agency.
4. ARPA Incidents: Any incident which will likely lead to an Archeological Resource Protection Act (ARPA) prosecution.
5. Wildlife Incidents: Wildlife attacks or incidents which result in serious injury* or death to persons.
6. Drug Incidents: Drug seizures in which the value of the drugs exceeds \$5,000, or major drug cases which are investigated by other agencies but which were initiated by the NPS or in which the NPS assisted.
7. Missing Persons: Confirmed missing persons where foul play is suspected.
8. Felony Arrests: Multiple felony arrests.
9. Demonstrations: Demonstrations or other hostile acts (planned, purported or actual) on or adjacent to parks.
10. Malicious Destruction: Significant malicious damage to cultural or natural resources.
11. Theft and Burglary: Monetary losses in excess of \$10,000 through theft or burglary (excluding vehicle thefts).
12. Search and Rescue: Major searches and/or rescues generally defined as any SAR requiring a significant call-out of resources or a prolonged or difficult search.

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13. Aircraft Accidents: Aircraft accidents, which are reportable under Office of Aircraft Services (OAS) criteria or involve military, civilian or non-NPS owned or contracted aircraft.
14. International Events: Any significant event involving foreign nationals or international cooperation.
15. Arson: Any incident of known or suspected arson.
16. Poaching Incidents: Any significant animal, plant, mineral, paleontological or other park natural resource poaching incident.
17. Multiple Injuries: In-patient hospitalization of five or more NPS personnel or non-NPS personnel in any single accident.
18. Structural Fires: Structural fires involving any NPS-owned property.
19. Special Events: Any event in a park which requires significant mobilization of resources, attracts substantial media attention, and/or has particular relevance to the National Park System or Service or its cultural, historical and natural assets.

* For purposes of this reporting system, serious injuries are defined as those that require advanced life support and/or lead to overnight hospitalization.

Report Contents

All reports should contain the following information, in so far as the solicited information is known and available:

Subject	Name or Description of Incident
Time and Date	Time and date of occurrence.
Location	Brief description of incident location.
Summary	Brief description of incident.
Names/Titles	Names and titles of persons involved if appropriate.
Status of Case	What's being done and/or will be done next.
Agencies	Other federal, state, local or other agencies involved or to become involved in the incident.
Media	The level of media interest and involvement.
Submitter	Name and title of person submitting report, which should appear on the report itself (not in a Lotus Notes cover).
Contact	Name and telephone number of the park person who can be contacted for additional information, or a 24-hour contact number.

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Southeast Regional Office Incident Reporting Procedures

The Regional FMO/Emergency Service Coordinator, should be notified of Level 1 incidents by telephone, and should be sent a copy of cc:Mail reports for both Level 1 and 2 incidents. Refer to Southeast Regional Office Emergency Operations Plan, dated 1999.

Ken Garvin – Regional FMO, Emergency Services Coordinator

Office: 404-562-3109, Ext. 653

Pager: 1-800-759-8888, then 319-7892

Jeff Brice – Emergency Services Coordinator

Office: 770-458-2464

Pager: 1-800-759-8888, then 988-4801

Diana Smith - Regional Law Enforcement Specialist

Office : 404-562-3108, Ext. 619

Pager: 1-800-759-8888, then 412-1782

For after-hours telephone numbers, please see Chapter 50 “NPS Southeast Regional Office,” or contact SACC.

- 95 RESERVED FOR STATEMENT ON U. S. FISH AND WILDLIFE SERVICE RESPONSIBILITIES**
- 96 RESERVED FOR STATEMENT ON BUREAU OF INDIAN AFFAIRS RESPONSIBILITIES**
- 97 SOUTHERN AREA AIRCRAFT RADIO EQUIPMENT AND FREQUENCY MANAGEMENT**

Equipment Management

9600 channel radios and NFES #4390 Starter Systems are available through the Southern Interagency Fire Cache. Any Forest Service, State or other Federal Wildfire Agency with a tactical aircraft can request 9600 channel radios by placing an equipment resource order through normal ordering channels to SACC.

Frequency Management

Air Net (168.650MHz) has been adopted as a National Flight Following frequency by all Regions. It can be used as an initial air-to-ground contact frequency but not as a primary air-to-ground frequency. **Air Guard** (168.625MHz) is a "guard" frequency for initial contact with aircraft, and for emergency radio traffic only. This frequency is not a discussion frequency. All aircraft are required to monitor Air Guard at all times, regardless of what other frequencies they are monitoring. All mobiles and handheld radios within Region 8 should be programmed with these two frequencies.

Note: It is important that dispatchers monitor and control the use of air net frequencies.

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Air Tactical Frequencies. There are four air tactical frequencies programmed into a 9600-channel radio. They are:

Designator	Frequency	Channel
Air Tactics 1	166.675	Channel 1
Air Tactics 2	169.150	Channel 2
Air Tactics 3	169.200	Channel 3
Air Tactics 4	170.000	Channel 10

These frequencies were established to relieve some of the traffic from the air net frequency. The aircraft should monitor air net while using this frequency. When necessary, air tactical frequencies may be reassigned by Dispatchers. Dispatchers should refer to these frequencies as air tactical and give the frequency.

State Coordination Centers and SACC must coordinate with each other in the assignment of frequencies for aircraft use. Prior to flight, frequencies other than Guard frequencies should be assigned to aircraft by phone. This can easily be done if the requesting office provides SACC, at the time of request, with an aircraft contact frequency for use on arrival in the incident area. SACC will then pass the frequency on to the office filling the request.

Please refer to the USDA/USDI Aircraft Radio Communications & Frequency Guide (NFES # 0969) for more information.

97.1 FOREST SERVICE PROCEDURES

In a Forest fire emergency situation emergency temporary VHF aircraft frequency assignments may be obtained by the Communications Unit Leader in the 118-136 MHz band where use of aircraft not equipped with Forest Service radios or when the communications load is too heavy for existing fire and air operations networks.

Procedures for obtaining VHF frequencies are:

1. Incident Commander will make a request to the SACC Coordinator through regular dispatching channels:
 - a. Number of frequencies required.
 - b. Type(s) of aircraft involved.
 - c. Number of aircraft involved.
 - d. Area of operation, given as a 100-mile radius of a central location.
2. The SACC aircraft coordinator will forward that request to the CDO at NIFC who will coordinate with the FAA.

The above action will be taken PRIOR to activation of any aeronautical frequency since conflict with air traffic control or other flight service communications could be hazardous.

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SACC will be advised as soon as the emergency is over, so that the frequencies can be returned to the FAA.

If the frequency being requested is a VHF FM radio frequency (150-174MHz Band) then the SACC aircraft coordinator or equipment/radio coordinator will contact the Regional Frequency Coordinator for assistance. The Regional Frequency Coordinator will contact the Washington Office for frequency assistance or work with the NIFC CDO for frequency assistance. If for any reason the Regional Frequency Coordinator is not available then the request will be forwarded to the NIFC CDO. The CDO will bring the Regional Frequency Coordinator up to date when they become available.

97.2 DEPARTMENT OF INTERIOR AGENCIES

This Memorandum of Understanding between the Department of Agriculture (USDA) and the Department of the Interior (DOI) is for the purpose for sharing assigned radio frequencies for air-to-air and air-to-ground communications West of the 95th meridian.

The frequency for the National Air Guard is 168.625 for Government aircraft assigned to incidents. It is for emergency communications for aviation. A separate receiver is required in assigned aircraft, which permits continuous monitoring. Transmitters on this frequency should be equipped with a CTCSS Encoder on 110.9 Hz.

- A. Emergency ground - to - aircraft communications.
- B. Emergency aircraft - to - aircraft communications.
- C. Initial call, recall, and re-direction of aircraft when no other contact frequency is available.
- D. All other frequencies are assigned by the Incident as needed.

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97.3 RADIO FREQUENCIES

COORDINATION/DISPATCH CENTERS					
COORDINATION/DISPATCH CENTER (LOCATION)	CALL SIGN	AIR NET 168.650	AIR GUARD 168.625	DISP. NET 171.550	PRIMARY CENTER FREQUENCY/ TONE
SOUTHERN AREA COORDINATION CENTER (ATLANTA, GA)	ATLANTA DISPATCH	YES	YES	YES	168.650
ALABAMA INTERAGENCY COORDINATION CENTER (MONTGOMERY, AL)	ALABAMA DISPATCH	NO	YES	NO	168.725
ARKANSAS-OKLAHOMA INTERAGENCY COORDINATION CENTER (HOT SPRINGS, AR)	HOT SPRINGS DISPATCH	YES	YES	YES	169.675 EAST 169.175 WEST
FLORIDA INTERAGENCY COORDINATION CENTER (TALLAHASSEE, FL)	TALLAHASSEE DISPATCH	YES	YES	NO	168.675
GEORGE WASHINGTON-JEFFERSON INTERAGENCY COORDINATION CENTER (ROANOKE, VA)	ROANOKE DISPATCH	YES	YES	NO	171.575
GEORGIA INTERAGENCY COORDINATION CENTER (GAINSEVILLE, GA)	GAINESVILLE DISPATCH	YES	YES	YES	168.775
KENTUCKY INTERAGENCY COORDINATION CENTER (WINCHESTER, KY)	DANIEL BOONE DISPATCH	YES	YES	NO	171.525 Tone 103.5
LOUISIANA INTERAGENCY COORDINATION CENTER (PINEVILLE, LA)	PINEVILLE DISPATCH	YES	YES	NO	169.925 110.9
MISSISSIPPI INTERAGENCY COORDINATION CENTER (JACKSON, MS)	JACKSON DISPATCH	YES	NO	NO	168.675
NORTH CAROLINA INTERAGENCY COORDINATION CENTER (ASHEVILLE, NC)	ASHEVILLE DISPATCH	YES	YES	YES	168.725 MTNS EAST Tone 103.5
SAVANNAH RIVER INTERAGENCY COORDINATION CENTER (NEW ELLENTON, SC)	SAVANNAH RIVER DISPATCH	YES	YES	NO	169.975
SOUTH CAROLINA INTERAGENCY COORDINATION CENTER (COLUMBIA, SC)	COLUMBIA DISPATCH	YES	YES	NO	164.125 136.5 168.675
TENNESSEE INTERAGENCY COORDINATION CENTER (CLEVELAND, TN)	CHEROKEE DISPATCH	YES	YES	YES	169.925 Tone 103.5
TEXAS INTERAGENCY COORDINATION CENTER (LUFKIN, TX)	LUFKIN DISPATCH	NO	YES	NO	168.725 114.8
VIRGINIA INTERAGENCY COORDINATION CENTER (CHARLOTTESVILLE, VA)	CHARLOTTESVILLE DISPATCH				

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COORDINATION or DISPATCH CENTER (LOCATION)	CALL SIGN	AIR NET 168.650	AIR GUARD 168.625	DISP. NET 171.550	PRIMARY CENTER FREQUENCY/TONE
VIRGINIA INTERAGENCY COORDINATION CENTER (CHARLOTTESVILLE, VA)	CHARLOTT ESVILLE DISPATCH				

97.4 NIIMS FREQUENCY

A National Interagency Incident Management System (NIIMS) frequency has been established for initial radio contact on Department of Interior agency incidents. In addition, the following memorandum allows the USDA Forest Service to use this frequency, under the conditions outlined.

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United States
Department of
Agriculture

Forest
Service

WO

Reply To: 7260 M15

Date: April 25, 1988

Subject: 168.550 MHz, A National Interagency Incident Management System (NIIMS)
Contact Frequency

To: Director, F&AM

The Department of Agriculture and Department of Interior have negotiated a Memorandum of Understanding (MOU) granting USDA Forest Service (FS) authorization to use the subject frequency on NIIMS incidents. Conditions and limitations on use are as follows:

1. The frequency is to be used on NIIMS incidents only. Two or more NIIMS agencies must be involved in the incident before the frequency is authorized for use.
2. The frequency is to be used as an initial contact frequency only. It is not to be used as a tactical frequency.
3. Use of the frequency is limited to Land Mobile (vehicle and hand-held) and transportable radios. Aircraft use is not authorized.
4. Land Mobile radios are limited to a maximum power of 30 Watts when using the frequency.
5. Transportable operations are authorized only at temporary Incident Command Posts (ICP). Permanent installation at a site is specifically prohibited.
6. Transportable operations are limited to a maximum power of 10 watts.
7. The frequency is authorized for use in the National Fire Radio Cache provided, use is in accordance with the provisions listed above.
8. This frequency is not to be a part of any Cooperative Agreement or MOU entered into by the FS.
9. Radio Frequency Authorization (RFA) will not be requested for Regions, Forests, or BIFC. The MOU with the Department of Interior provides for the one RFA for the FS to be held by USDA.

/s/Clyde A. Shumway

CLYDE A. SHUMWAY
Director of Computer Sciences and Telecommunications

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97.5 AIRCRAFT RADIOS

No aircraft will operate (or continue to operate) on fires without radio communications.

Except for leadplanes and airtankers, pilots will identify their aircraft by type or aircraft and "N" number (e.g.: King Air 181Z).

Special use aircraft have 9600 channel radios plus the VHF frequencies. Other light fixed wing aircraft will normally only have radios with VHF capabilities.

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98 WILDERNESS FIRE MANAGEMENT

98.1 USDA FOREST SERVICE

The Regional Forester is responsible for approving the use of prescribed fire and natural ignition fires managed for resource benefits on a wilderness by wilderness basis through approval of the appropriate management plan. The management plan sets forth the standards and guidelines for the use and application of prescribed fire and natural ignition fires managed for resource benefits and the methods of monitoring results (FSM 2324.04b).

98.2 NATIONAL PARK SERVICE

National Park Service policy pertaining to using prescribed fires (PF) and natural ignition fires managed for resource benefits in wilderness areas is that these fires may be used to reduce fuel loadings or change vegetative patterns and diversity caused by the suppression of wildland fires. In addition, prescribed fires and natural ignition fires may be used in wilderness areas to keep wildland fires from threatening developments, significant resources, or from leaving the wilderness. Natural ignition fires with an approved fire management plan containing pre-determined criteria and a management decision tree can be managed and not immediately suppressed.

Guidance and approval procedures for the use of mechanized equipment in wilderness areas of the National Park Service are outlined in individual unit fire management and wilderness management plans.

98.3 US FISH & WILDLIFE SERVICE

Wildfires in wilderness or other specially reserved areas are appropriately suppressed unless there is an approved prescribed fire plan. The use of all suppression methods, tools and equipment, including motorized equipment, is authorized in wilderness areas or proposed wilderness areas; however suppression methods least damaging to wilderness values and objectives will be used. Proper planning and approval of the plan should reduce the concern about the "appropriateness" of the suppression action.

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**NATIONAL FOREST
WILDERNESS FIRE CHECKLIST**

The appropriate Forest Service Line Officer will ask these questions when a unit calls for approval of mechanized equipment within a wilderness area. When requesting Regional Forester approval for use of mechanized equipment in wilderness areas, Forests should provide the Southern Area Coordination Center with this information.

1. What is the threat to life or property within or outside wilderness boundary?

2. What is predicted fire behavior and expected rate of spread in the next burning period?

3. What is probability of success of handtool attack under observed and predicted burning conditions?

4. What is the estimated size of containment if mechanized equipment is not used?

5. What type of mechanized equipment is being requested?

- A. Tractors/Tractor Plows
- B. Chainsaws
- C. Mist/Leaf Blowers
- D. Other-specify

NOTES:

- Helicopters can be used for water dropping and cargo delivery without landing.
- Forest Supervisors can approve the use of chainsaws, helicopters and small-motorized equipment in wilderness areas.
- Regional Forester can approve the use of tractors and tractor-plows in wilderness areas.

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APPENDIX A

HAZARDOUS MATERIALS SPILLS - INITIAL DISCOVERY

NOTE: ADVISE REPORTING UNIT NOT TO BECOME INVOLVED IN RESCUE, CONTAINMENT, PLUGGING OF LEAKS, OR OTHER OPERATIONAL ACTIVITIES. ADVISE THEM TO RESTRICT THEIR ROLE TO SELF-PROTECTION, HAZARD IDENTIFICATION, AREA SECURITY AND REPORTING.

When the initial report is received, the Dispatcher should ask the following:

- Describe the scene.
- Can you see any numbers or placards on the vehicle or containers? If so, what are they? Are any warning signs or symbols visible?
- Are the driver or any passengers available to talk to?
- Is anyone injured, ill, vomiting, overcome, trapped or in need of rescue?
- Is the spill in progress? Can you hear or see leaking valves or containers?
- Are there any response units on the scene?
- Advise the reporting unit:
- Keep a safe distance and stay upwind of the spill.
- Use the DOT Guidebook and pass on the warning associated with the indicated chemical.
- Protect yourself. Do not touch, walk into or inhale smoke, vapors or fumes from the spilled material. Do not attempt to obtain a sample. Treat as if it is toxic.
- Secure the area. Stop traffic if feasible. Do not allow entry until proven safe by the local authorities responding to the spill.
- Do not attempt rescue (leave that to trained personnel with protective equipment).

Notify:

- Local authorities with response responsibilities.
- District Ranger.
- Forest Haz Mat Coordinator.
- Regional Haz-Mat Coordinator within 24 hours.

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APPENDIX B

FOREST SERVICE FIRE & AVIATION ACCIDENT REPORTING QUESTIONNAIRE

NOTE: The intended use of this questionnaire is to assist the person receiving a call reporting an accident to prompt the caller for certain information regarding the accident.

* Items must be included in initial notifications.

Date _____ Time call received _____
Caller's Name _____ Caller's Phone Number _____

Location of accident*

Region 8 Forest _____
Incident/Project Name _____

Fatalities (No) ___ (Yes) ___ *Number of fatalities _____

Who? (gov't employees, contractors, civilian) _____

Injuries (No) ___ (Yes) ___ *Number of people injured _____*

Nature of injuries _____*
Hospitalization _____
Who? (gov't employees, contractors, civilian) _____

Aircraft

Type: * helicopter _____ airtanker _____ fixed-wing _____ leadplane _____
Ownership _____ Registration Number: N _____ or T _____
Names: Pilot _____ Co-pilot _____ Other _____

P number _____

Other pertinent information: _____

Point of contact for follow up: Name _____ Telephone # _____*

People contacted:

Name _____	Date _____	Time _____
Name _____	Date _____	Time _____

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APPENDIX C

SAMPLE SEARCH AND RESCUE GUIDE

General Information:

This guide establishes actions to take in the event of an aircraft accident, incident or in-flight emergency. The scope of this plan outlines the basic procedures necessary to activate all emergency crash, search and rescue services as well as associated support activities as rapidly and orderly as possible. Each unit should localize this plan for their own use.

The guide is to describe "who does what" starting with an overdue notification through a missing aircraft and/or a notification of a downed aircraft. This pre-planning will reduce confusion and assure all the steps in locating the mishap aircraft, saving lives through timely rescue and, if required, preserving the mishap site for the accident investigation team.

This guide, when adapted for each State Coordination Center or Unit, should be reviewed and updated to reflect current emergency procedures and emergency telephone numbers on a continuing basis, at a minimum not less than semi-annually.

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OVERDUE AIRCRAFT

An aircraft normally will be initially considered "overdue" when it has not completed a required check-in by radio or telephone within the timeframe specified in the flight following request. The timeframe may be an elapsed period of time such as "every 15 minutes" for reconnaissance flights or may be ETA at a destination or reporting point.

Dispatchers or persons responsible for Flight Following are liable for initiating actions and documenting all actions, contacts, conversations and times. Remember, it is also important to notify all parties of any changes in status including locating the aircraft.

If the overdue aircraft is located at its destination or with only communications problems preventing contact, cancel with all parties previously notified. If the overdue aircraft is not located before anticipated fuel exhaustion or at another time designated by the Agency, declare the aircraft missing and proceed with the search and rescue (SAR) phase (missing aircraft checklist which follows).

Action Initiated And Time	Date/Time Accomplished	Contact Commercial	24-hour Number
Immediately at over- due time		Attempt contact via radio (direct or relay or through telephone calls)	
15 minutes or as designated by agency		1. Continue attempts within agency.	
30 minutes or as designated by agency		2. Contact vendor base for possible contact.	
		3. Call FAA Flight Service Station, give flight information and request specific action desired: communication check ramp checks, and ELT reports. Specifically state that SAR procedures are or are not requested at this time.	

MISSING AIRCRAFT

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An aircraft is officially missing when the fuel on board (F.O.B.) has been exceeded and the aircraft's location is not known.

The Missing Aircraft designation requires that all the items on the Overdue Aircraft checklist are completed and available for reference purposes.

The Missing Aircraft phase cannot be conducted solely in-house. The National Search and Rescue (SAR) Plan requires coordination with SAR agencies, and the Congressional mandate for Emergency Locator Transmitters (ELTs) removes the last vestige of uncoordinated in-house search authority.

MISSING AIRCRAFT FOREST SERVICE

Date/Time of Contact	Action	Telephone
	Notify Regional Aviation Officer Dave Broadnax	(404) 347-3730 (678)-640-7702 (Cell)
	Notify Fire & Aviation Unit Leader Marc Rounsaville	(404) 347-3464 (770)-335-9600 (Cell) (800)-999-6710 (Pgr) Pin: 991-7513
	Notify Regional Safety Manager Jim Spano	(404) 347-7781 (770)-934-9591 (Home)
	Notify Operations Team Leader Eurial Turner	(404) 347-4177 (404)-469-2620 (Home)
	<p>The FAA Flight Service Station (FSS) is the entry agency into the National SAR system. Pass all "overdue" and "missing" data to the FSS. The FSS will notify the Air Force Rescue Coordination Center (AFRCC) who in turn, will coordinate with the proper state (Aeronautics or Emergency Services) or County (Sheriff or Emergency Services) as appropriate under the National SAR Plan. After initial coordination, and if agency aircraft are available, request a AFRCC assigned search number, search radio frequency, and approval to conduct a route search or a grid search (specific area(s)). If agency aircraft are not available, request an aerial search by the responsible SAR agency. Continue Coordination in-house and with other SAR agencies. Searches for missing aircraft may be short for local flights or may extend over several states and continue for several days for an aircraft missing on a cross-country flight. <i>Reminder:</i> Documentation is mandatory.</p>	

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**MISSING AIRCRAFT
INTERIOR AGENCIES**

Date/Time of Contact	Action	Telephone
Regular hours: Answering service:	Notify OAS Aviation Safety Office	(208) 387-5800 (888) 464-7427 (24 hr #)
	The FAA Flight Service Station (FSS) is the entry agency into the National SAR system. Pass all "overdue" and "missing" data to the FSS. The FSS will notify the Air Force Rescue Coordination Center (AFRCC) who in turn, will coordinate with the proper state (Aeronautics or Emergency Services) or County (Sheriff or Emergency Services) as appropriate under the National SAR Plan. After initial coordination, and if agency aircraft are available, request a AFRCC assigned search number, search radio frequency, and approval to conduct a route search or a grid search (specific area(s)). If agency aircraft are not available, request an aerial search by the responsible SAR agency. Continue Coordination in-house and with other SAR agencies. Searches for missing aircraft may be short for local flights or may extend over several states and continue for several days for an aircraft missing on a cross county flight. Reminder: Documentation is mandatory.	

OAS East Area Office: (770)-458-7474 (24 hour service)

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INITIAL CHECKLIST OF OVERDUE AIRCRAFT

CAUTION: Do not announce over the radio the names of individuals on overdue aircraft.
1. Names of pilot(s).
2. Names of passenger(s)/crew member(s). How many?
3. Aircraft FAA number "N".
4. Type of aircraft.
5. Color of aircraft.
6. Type of mission.
7. Last known location, time, latitude, and longitude.
8. Point of takeoff/ETD or ATD.
9. Destination airport/ETA.
10. Was flight plan filed with FAA or Unit?
11. Quantity of fuel on board (F.O.B.) or maximum flight time for aircraft.

When the aircraft is located and has experienced a mishap, assure that all participating agencies are informed, then proceed immediately into the recovery phase. See Downed Aircraft procedures.

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**DOWNED AIRCRAFT
AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

Downed aircraft notification may be the result of a search effort for a missing aircraft or may be an initial report from a person or persons observing the mishap occurring or locating a yet unreported missing aircraft.

The initial action, by the observer(s) of the mishap, should be reporting the mishap location. The dispatch office or other agency-designated office then becomes the action office for response, rescue, and notification.

The action office needs all the information immediately obtainable as to injured and/or deceased persons to request adequate ambulance and life support equipment. The absence of this information should not delay initiating life saving actions. Early communications are critical.

Documentation of all actions is mandatory.

**DOWNED AIRCRAFT
AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

Date/Time Needed	Action	Telephone
	Notification received by agency-designated action office Contact pre-designated rescue units Air Ambulance Ground Ambulance (if applicable) County Sheriff County Coroner	
	Notify appropriate agency personnel (see emergency telephone list)	
	Notify FAA Flight Service Station to stop search and or resume missions by others (example: the ELT, if activated, will cause the National SAR Plan to be activated)	
	Contact Office of Aircraft Services or Forest Service--be prepared to provide all (known) data as required for a form OAS-77 or FS-5700-14.	
	Arrange for security at the mishap site.	

Other agency follow-up actions may include (1) deactivating the ELT (most positive method is battery removal) and notifying FSS of the deactivation, and (2) obtaining a FAR 91.137 temporary flight restriction by contacting the local FSS, as required. The Air Force Rescue Coordination Center (AFRCC) can expedite granting the request.

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**DOWNED AIRCRAFT
WITHIN CRASH/FIRE/RESCUE AIRPORT'S RESPONSE AREA**

The planning for a mishap within the crash/fire/rescue (CFR) response area associated with a commercial services airport must include obtaining and posting the subject airport's (1) CFR plan, (2) emergency alarm/notification procedure and (3) the crash/rescue grid map of the response area. Note: The CFR plan and response area map are available from Airport Manager.

Date/Time of Contact	Action	Telephone
	Activate CFR plan immediately.	
	Participate in CFR plan as requested by CFR plan agency.	
	Notify appropriate agency personnel (See emergency telephone list).	
	Contact Office of Aircraft Services or Forest Service-- be prepared to provide all (known) data as required for a form OAS-77 or FS-5700-14.	
	Arrange for security at the mishap site.	

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**INITIAL CHECKLIST OF DOWNED AIRCRAFT
AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT.**

Although one or two items may be unknown at the time, gather as much information as possible.

CAUTION: Do not announce over the radio the names of individuals on the downed aircraft.
1. Name(s) of pilot(s).
2. Name(s) of passenger(s)/crew member(s). How many?
3. Aircraft FAA number "N".
4. Type of aircraft.
5. Color of aircraft.
6. Type of mission.
7. Location of accident. Give latitude and longitude, if known.
a. Location on agency map.
b. Locate on aviation sectional map. Plot radial and distance from closest two (2) VORs. Obtain or verify latitude/longitude.
8. Date and time of accident.
9. Injuries or fatalities, if known. Avoid giving the names of deceased and/or seriously injured over the radio. Express need for coroner if there are fatalities.
10. Name, address, telephone number of person reporting accident.
11. Airport nearest to accident site.
12. Assistance at or on way to accident site.

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INITIAL REPORT OF AIRCRAFT MISHAP

1. Name of individual reporting accident: _____ Phone # _____
Address: _____

 2. Date of mishap: _____
 3. Time of mishap: _____
 4. Brief description of mishap: _____

 5. Name of pilot(s): _____

 6. Number of passengers on board:
Name: _____ Name: _____ Name: _____
Name: _____ Name: _____ Name: _____
 7. Injuries or fatalities (if information is given via radio, the names of deceased or seriously injured will not be stated). A coroner should be requested if there are fatalities.
 8. Aircraft contractor: _____
 9. Aircraft FAA registration number: _____
 10. Make/model of aircraft: _____
 11. Color of aircraft: (if known) _____
 12. Damage to aircraft: _____
 13. Type of mission: _____

 14. Location of accident or last known location of aircraft (latitude/longitude): _____

 - a. Locate on agency land status map.
 - b. Locate on aviation sectional map. Plot radial and distance from closest two (2) VORs.
 - c. Obtain or verify latitude/longitude.
 15. Airport nearest to mishap site: _____
 16. Assistance on-Scene or en route to accident site: _____

- OAS AVIATION SAFETY MANAGER: _____ TELEPHONE# _____
FOREST SERVICE SAFETY MANAGER: _____ TELEPHONE# _____
17. Keep a record of all the actions completed and give to the accident investigation team.

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EMERGENCY RESPONSE TELEPHONE LIST

Local Unit

Position/Name	Commercial	24-Hour Number
Local District or Unit Lead Dispatcher:		
Aviation Manager/Air Officer:		
Fire Management Officer:		
Operations:		
Law Enforcement Officer:		
Administration:		
Personnel Officer:		
Safety Officer:		
Assistant District Manager:		
Public Affairs Officer:		
District Manager:		
Other:		

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EMERGENCY RESPONSE TELEPHONE LIST

Other Important Contacts

Position/Name	Commercial	24-Hour Number
Safety Management: OFFICE OF AIRCRAFT SERVICES (OAS)		
Technical Services: FEDERAL AVIATION ADMINISTRATION NTSB/STATE/AERONAUTICS		
Tower:		
Tower:		
Crash-Rescue:		
Flight Service Station:		
Flight Service Station:		
Flight Service Station:		
Air Route Traffic Control Center:		
Air Route Traffic Control Center:		
Air Route Traffic Control Center:		
Flight Standards District Office:		
National Transportation Safety Board		
State Aeronautics or Emergency Services:		
EMS Helicopter: AIRCRAFT EMERGENCY MEDICAL SERVICES		
EMS Helicopter:		
EMS Fixed-Wing:		
Military:		

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Position/Name	Commercial	24-Hour Number
Ground Ambulance Services: OTHER EMERGENCY MEDICAL SERVICES		
Ground Ambulance Service:		
Hospital:		
Burn Center:		
Poison Center:		
Local Law Enforcement:		
County/State Law Enforcement:		
County/State Law Enforcement:		
County/State Law Enforcement		
County/State Law Enforcement:		
Department of Emergency Service State:		
OTHER:		

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REQUEST INFORMATION--HELICOPTER AMBULANCE

A. Injury Information

1. Total personnel involved in mishap _____ 2. Time of mishap _____
3. Type or extent of injuries (vitals, other medical personnel on scene): _____

B. Mishap Site information

1. Unit/agency _____ 2. Contact # _____
3. Radio Frequency to contact unit/agency: VHF-AM _____ VHF-FM _____
4. Location of mishap: _____
a. Township _____ Range _____ Section _____ 1/4 Section _____
b. Latitude _____ Longitude _____
c. Nautical miles at _____ Degrees from _____ VOR _____
d. Prominent landmark _____ Distance _____ Direction _____
5. Site Contact:
Radio frequency at mishap site: Primary: VHF-AM _____ VHF-FM _____
Secondary: VHF-AM _____ VHF-FM _____
6. Other known aircraft in the area (call signs)
Air-to-Air Frequency Primary: VHF-AM _____ VHF-FM _____
Secondary: VHF-AM _____ VHF-FM _____
7. Special information, flight hazards, etc. _____

8. Landing site(s) and conditions (is it completed or when will it be completed)

9. Proximity of landing site to mishap site

10. Nearest available Av Gas/Jet A fuel

11. Conditions at the mishap site:
Wind direction _____ Wind velocity _____ Ceiling and visibility _____
Obstructions to visibility _____ Temperature _____ (F or C – circle one)
Elevation _____ Sunrise _____ Sunset _____
Description of Terrain _____
