

Southern Area Interagency Mobilization Guide
Chapter 20 – Administrative Procedures
Section 24 – Aircraft

24 AIRCRAFT

24.1 MOBILIZATION

The following criteria will be used when ordering aircraft: Note: (This information is found in Chapter 24, Aircraft; Section 24.1 of the National Interagency Mobilization Guide):

- A. Airtankers: Loaded or empty (two hour maximum flight when loaded).
- B. Timeliness.
- C. Cost Effectiveness.
- D. Performance specifications for density altitude/high altitude operations.
- E. Carded for local use or interagency use.
- F. Special applications such as; special-use flights, de-icing equipment, weather related instrumentation, pressurization etc.

24.1.1 AIRCRAFT SOURCES

Sources for aircraft in the Southern Area include agency aircraft, local exclusive use contract fixed wing and rotor wing aircraft, local Call When Needed (CWN) contract fixed wing and rotor wing aircraft, Office of Aircraft Services (OAS) Aircraft Rental Agreement (ARA) aircraft, and National CWN Contract Type I and Type II Helicopters and National Contract Airtankers.

24.1.2 CARDING/APPROVALS

All aircraft and pilots must be approved and carded by either OAS or USFS. Aircraft and pilots requiring “special use” endorsement require inspection by a USFS or OAS authorized inspector.

24.1.3 AIRCRAFT SELECTION FACTORS

- A. Day/Night. A twin-engine aircraft is required whenever a passenger flight will be flown within the period beginning 30 minutes after legal sunset until 30 minutes before legal sunrise.
- B. Instrument Flight Rules (IFR)/Visual Flight Rules (VFR). A twin engine IFR approved aircraft is required whenever the flight will be in or

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is expected to be in IFR conditions. One pilot and a functioning autopilot or two pilots are required for IFR flights.

C. Passenger & Baggage Weight. Be sure the aircraft has the weight capacity for the passengers, luggage or other material being transported. It is important to remember that weight is the limiting factor, not the number of passenger seats.

D. Aircraft Speed. Check the schedules of the passengers to insure they can arrive on time in the aircraft selected. Generally aircraft speed isn't too important in short trips but becomes more important in long trips.

E. Airports. Are the airports used in the flight suitable for the aircraft? Are the runways of adequate length? Is there fuel available for the aircraft? Will the elevation and air temperature of the airport affect the performance of the aircraft (density altitude)?

F. Cost. A cost analysis must be completed for administrative flights. Normally this involves a comparison between commercial flights and agency owned aircraft but could involve a comparison between the various costs of charter aircraft.

G. Carding. Is the pilot and the aircraft carded for the intended purpose of the flight?

24.2 DEMOBILIZATION (see National Mobilization Guide).

24.3 FLIGHT MANAGEMENT PROCEDURES

24.3.1 DEFINITIONS

A. Chief of Party (COP). The person designated responsibility for all personnel assigned on a flight manifest until the destination is reached. The sending dispatcher supervises the position. Duties of the COP are outlined in Chapter 60, Section 67 of the National Interagency Mobilization Guide and section 24.3.6 below.

B. Flight Categories. There are two major categories of flight used by the agencies; "Point to Point" and "Special Use".

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1. **Point to Point Flight** - A flight that typically originates at one developed airport/heliport, with the flight route being directly to another developed airport/heliport with no work performed in the air or a combination of in the air and on the ground. Point-to-Point flight may be administrative or non-administrative:

a. **Administrative Flight** - Point to point flights that are not mission oriented or tactical in nature. They do not require the use of a resource order and typically involve the transport of people and/or cargo in the conduct of normal agency business.

b. **Non-Administrative Flight** - Point to point flights conducted solely to transport people and/or cargo as a result of a resource order. These typically involve logistical movements of aircraft, overhead, crews, equipment and supplies. These flights can be emergency in nature e.g. transporting a critical resource to a point from which the resource will be involved in initial attack.

2. **Special Use Flight** - Flights defined by exclusion as all flights not meeting the definition of “Point to Point” flights. They require work to be performed in the air (e.g. aerial retardant/water delivery, reconnaissance, etc.) or through a combination of work in the air and on the ground (e.g. delivery of personnel and or cargo from a helibase to an undeveloped landing site). Certain Special Use flights may require a project safety plan. Mission and tactical flights would fall into the Special Use category.

24.3.2 GENERAL PROCEDURES

A. Night Flights. A twin-engine aircraft is required whenever a passenger flight will be flown within the period beginning 30 minutes after legal sunset until 30 minutes before legal sunrise.

B. IFR Flights. Use a twin engine IFR approved aircraft whenever the flight will be in or is expected to be in IFR conditions. One pilot and a functioning autopilot or two pilots are required for IFR flights.

C. Aircraft and Pilot Carding. Only agency approved and carded aircraft and pilots will be used for agency flights. All Forest Service or Department of Interior users of aircraft are personally responsible for checking aircraft and pilot approval certificates: Forest Service form 5700-

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20 (fixed wing pilots), form 5700-21 (fixed wing aircraft), form 5700-20a (rotor wing aircraft), and form 5700-21a (rotor wing pilots) or Office of Aircraft Services (OAS) forms OAS-36A (fixed wing aircraft), OAS-36B (rotor wing aircraft), OAS-64A (fixed wing pilots), and OAS-64B (rotor wing pilots). Point-to-Point only approvals are on Point-to-Point cards for both USFS and OAS.

D. Essential Passengers. Only passengers that are essential to the mission will be on a government flight. The pilot-in-command has the final say and responsibility for the safety of the aircraft and its occupants.

E. Pilot cumulative flight hours. When scheduling aircraft, check on pilot's available flight hours. Recent **revenue producing** pilot flight hours are applicable to flight time limitations regardless of whether they were flown for the government or privately. **Recreational flight** hours are not applicable.

F. Instrument Approach Facilities. Instrument flight operations will only be dispatched to or from airports with instrument approach facilities, unless the pilot decides to waive this requirement.

G. Manifests. Manifests shall be prepared for all flights regardless of whether the load is personnel or cargo (SF 245 Prescribed by USDA FSM 5716/USDI MP 9400.51B). Passenger and Cargo Manifests will be completed with name, weight, and destination.

H. Helicopter Modules. When exclusive use contract helicopters are dispatched to other units, the assigned manager and module will accompany the ship. When "Call When Needed" (CWN) helicopters are ordered, a qualified module will also be ordered to manage the ship, unless the ordering unit can provide a module. Names of personnel must be furnished.

I. Forest Service and OAS Manuals. Each Dispatcher will be furnished, and be knowledgeable of Title 5700 of the Forest Service Manual, all appropriate guidelines within series 5700 of the Forest Service Handbook, and USDI Departmental Manual, Operational Procedures Memorandum, 350-354. Each Dispatch Office shall have a current copy of the "AOPA Directory" or "Flight Guide". The "AOPA Directory" and "Flight Guide" provide vital information on airports, runway lengths, elevation, lights, service capabilities, etc.

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J. Local Resources. State Coordination Centers unable to meet fire aircraft needs through local resources will place requests with the SACC Aircraft Coordinator (see section 24.3.5 for procedures on ordering tactical aircraft).

K. Fire related Aircraft Resource Orders. All orders for fire-related aircraft will be documented on a Resource Order with the following information: flight schedule, airport or latitude and longitude, radio frequency and any special requirements (e.g.: helicopter long line, fuel truck, cargo door configuration, etc.).

L. Aircraft movement notification. When contract or agency aircraft or pilots are away from their designated base overnight, the State Coordination Center will pass this information to the SACC Aircraft Coordinator.

24.3.3 FLIGHT AND DUTY LIMITATIONS

All pilots shall be limited to the following tours of duty and flight hours:

- A. Flight time shall not exceed a total of 8 hours per day.
- B. Flight time shall not exceed a total of 42 hours in any six consecutive days.
- C. Pilots accumulating 36 or more hours of flying in any 6 consecutive days shall be off duty the next day.
- D. Within any 24-hour period, pilots shall have a minimum of 10 consecutive hours off duty immediately prior to the beginning of any duty day.
- E. Duty includes flight time, ground duty of any kind, and standby or alert status at any location.
- F. During any 14 consecutive days, pilots shall be off duty for two full calendar days. Days off duty need not be consecutive.

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24.3.4 FLIGHT FOLLOWING AND RESOURCE TRACKING PROCEDURES

A. Purpose. Flight Following and Resource Tracking are key components in promoting aircraft safety and efficiency. The purpose of flight following and resource tracking procedures is to insure the safety and welfare of flight crew and passengers, promote effective utilization of aircraft and provide information for the administrative processing of aviation related documents.

B. Definitions.

1. **Flight Following** - The knowledge of an aircraft's location and condition with a reasonable degree of certainty that, in the event of a mishap, the survivors may be rescued. Several flight following methods are utilized:

a. **FAA IFR** - IFR (Instrument Flight Rules) flight plans are filed with an appropriate FAA facility. This method is required during certain meteorological conditions and at the pilot's discretion at other times.

b. **FAA VFR with Check-in** - VFR (Visual Flight Rules) plans are filed with an appropriate FAA facility. This method requires a radio check-in to an FAA facility every 60 minutes or less.

c. **Agency Radio Check-in with pre-established check-in times** - Fifteen minutes or less are required for mission flights. The flight plan must insure the air crew is capable of maintaining radio contact with an agency dispatch center within established intervals not to exceed 15 minutes.

d. **Telephone/Radio Arrival Confirmation** - This method involves confirmation of departure and arrival times between the sending and the receiving units. It is the method typically used to track aircraft en route to or from an incident and would involve notifications from interim stops as well as origins and destinations. Aircraft tracked with this method are normally

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also utilizing one of the methods above (a-c) for flight following.

2. **Resource Tracking** - In order to facilitate cost effective use of aircraft and planning of resources, scheduling offices and ordering offices may request pilots or Chiefs of Party on board aircraft to relay flight status information at designated intervals.

3. **Late Aircraft** - An aircraft is Late if no check in has occurred between 15 and 30 minutes after scheduled check in.

4. **Overdue Aircraft** - An aircraft is considered “overdue” when 30 minutes have elapsed since the last scheduled flight following check-in.

5. **Missing Aircraft** - An aircraft is considered “missing” when it has been reported to the FAA as being “overdue” and the FAA has completed an administrative search for the aircraft without success.

C. Flight Following, Resource Tracking Table.

Flight Category	Flight Following	Resource Tracking
Point To Point	<p style="text-align: center;">OPTIONS</p> <ol style="list-style-type: none"> 1. FAA IFR Flight Plan 2. FAA VFR Flight Plan with check-in EVERY 60 minutes with FAA. 3. Agency Radio with check-ins EVERY 15 minutes (normally). 	<p>Resource Tracking may be performed by telephone or radio.</p> <p>Check-ins are made with scheduling dispatcher:</p> <ul style="list-style-type: none"> • Prior to takeoff • Each stop en route • Arrival at destination
Special Use	<p style="text-align: center;">OPTIONS</p> <p>(Flight Following and Resource Tracking becomes essentially the same.)</p> <ol style="list-style-type: none"> 1. Agency radio check-in EVERY 15 minutes (normally). 2. Telephone/Radio Arrival Confirmation. The receiving unit will notify the sending unit when they have established radio contact with the incoming aircraft or otherwise established operational control of the resource. 	

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	NOTE: In some cases, where longer distances are involved and agency radio contact is not possible, tactical resources may actually file a flight plan with FAA en route to an incident and begin Agency Radio Check-in upon arrival.
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D. Point to Point Flights (see definitions section 24.3.1)

Except in unusual circumstances, the pilot for point-to-point flights will file either a VFR or an IFR FAA Flight Plan and flight following will be conducted through the FAA. An example of an exception would be a very short flight in which the sending dispatch center has constant radio contact with the aircraft and can flight follow via radio.

The originating dispatch office is required to provide the receiving dispatcher with the flight schedule, aircraft identification, pilot name, and manifest. The originating dispatch office will provide the pilot with any needed instructions.

For resource tracking purposes, the Pilot or Chief of Party will report, normally via telephone, point of origin departure time, interim stop arrival and departure times, and final destination arrival times to the originating dispatch center.

For local resource aircraft, the originating unit would be the local State Coordination Center.

When a point-to-point flight is ordered through or originated by SACC; SACC will be responsible for resource tracking. The dispatch center filling the order will report, to SACC, departure and return times. The receiving unit (if ordered by a State Coordination Center) or the Chief of Party/Pilot will report, to SACC, the arrival time to and departure time from the interim stops and the destination. Appropriate estimated departure and arrival times (flight schedules) will be communicated between SACC and all involved dispatch centers.

The pilot or the Chief-of-Party shall notify the originating dispatch center prior to departure with any change in flight plan or change in manifest.

If a Dispatch Center or the Pilot/ Chief of Party is unable to reach the appropriate dispatch center after business hours, the after hours Duty

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Officer should be called or a detailed message left on the answering machine.

E. Special Use Flights (see definitions section 24.3.1)

For most Special Use flights, flight following is accomplished via Dispatch or Flight Following Center Radio with 15-minute check-ins. Flight following and resource tracking become essentially the same process in that departure and arrival times as well as interim check-ins are performed via the Radio and/or telephone.

Occasionally, two or more flight following processes will need to be applied even for tactical missions. An example is an initial attack dispatch for a long distance in which there is not adequate radio contact to flight follow via Radio. In this instance, the aircraft may file a flight plan until it reaches the incident and then cancel the flight plan and commence Radio flight following or be handed off to an air attack.

Flight following for Special Use missions may be “handed off” from the originating dispatch center to other dispatch or flight following centers as long as there is continual, positive contact and check-in with the aircraft. When Special Use flights involve sending a special use aircraft from one dispatch center to another, the originating center will provide the receiving center with flight schedule, aircraft, pilot, and manifest.

On fire missions where the aircraft is being controlled by air attack, leadplane or ground personnel, 15-minute check-ins with dispatch are not required. Fifteen-minute check-ins will resume when the aircraft departs the assigned incident and/or is no longer under the control of air attack, lead plane or ground personnel.

The pilot or crewmember will provide the following information on check-ins:

1. Current location (use Loran or GPS latitude/longitude if available; otherwise legal or geographic descriptions are acceptable).
2. Current direction of flight (use compass heading).
3. Next destination or area to be surveyed.
4. Estimated time en-route.
5. Estimated time on ground (if landing).

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The pilot is required to contact the originating dispatch office prior to departure with any change in flight plan or changes in manifest. Pilot will notify the originating dispatch center when there is to be a delay of 30 minutes or more.

If communication failure occurs between aircraft and dispatch, the aircraft shall land at the nearest FAA approved airport and phone the appropriate dispatch office or return to its departure point while attempting to reestablish communication. Once communication is reestablished, the aircraft may continue with the mission.

F. Overdue-Missing-Downed Aircraft. Dispatch Centers will follow their local Action Plan or the Southern Area Action Plan. See definitions in section 24.3.4 above.

Flight Service Station is contacted at (800) 992-7433 when an aircraft is Overdue.

G. Aircraft Crossing Geographic Area Boundaries. The National Interagency Coordination Center (NICC), will flight follow all aircraft that cross Geographic Area boundaries that have been ordered through NICC on an aircraft order. The Pilot-in-Command or Chief-of-Party will contact NICC at each stop while en route at 1-800-994-6312. NICC will, by request, flight follow flights that cross geographic boundaries even if it is not on a resource order. See also, the National Interagency Mobilization Guide section 24.

H. Law Enforcement Flights. For safety, flight following must also be done for these flights. Local coordination with Forest Dispatch is required prior to the flight. Due to the nature of the Law Enforcement Mission, appropriate flight following procedures will be coordinated between local Unit Dispatch and Law Enforcement COP (Chief-of-Party). The intent of flight following is to provide resource tracking, and timely search and rescue operations as needed.

I. Aerial Photo Flights. Flight plan must be filed with either FAA or local dispatch. Check in is required prior to and at completion of each flight.

24.3.5 AIRCRAFT DISPATCHING

The Southern Area Coordination Center conducts "strategic" dispatch functions to fill requests from State Coordination Centers, other GACC's, etc. SACC does not conduct tactical dispatching. However, SACC does have the responsibility of

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filling requests in a cost effective and timely manner with the most effective resource. It is extremely important for State Coordination Centers to keep SACC informed when resources are relocated or reassigned.

The following charts provide a ready reference for dispatching aircraft. More specific directions follow.

**POINT TO POINT AIRCRAFT ORDERING
ADMINISTRATIVE AND NON-ADMINISTRATIVE FLIGHTS**

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REVIEW AIRCRAFT SELECTION CRITERIA!

A STATE COORDINATION CENTER HAS A NEED TO ORDER A POINT TO POINT AIRCRAFT!

LARGE TRANSPORT AIRCRAFT NEEDED?

YES

ORDER THROUGH SACC!

ORDER THROUGH NICC!

NO

ADMINISTRATIVE FLIGHT?

NO

NON-ADMINISTRATIVE FLIGHT CONSIDERED TO BE EMERGENCY DELIVERY OF PERSONNEL OR CARGO?

NO

YES

FILL WITH MOST TIMELY AIRCRAFT AVAILABLE! (IF CONTINUOUS USE, MAY REPLACE WITH MORE COST EFFICIENT AIRCRAFT.)

NO

LOCAL (IN STATE) AIRCRAFT PROBABLY AVAILABLE?

YES

5700-10, JUSTIFICATION; 5700-11, COMPARISON; AFRS; (5700-12 (DAY TRIP; SEN. FED. TRAV. GSA-3641 IF NEED) COMPLETED?

YES

AGENCY AIRCRAFT AVAILABLE?

YES

FILL WITH AGENCY AIRCRAFT AFTER RAO APPROVAL!

NO

EXCLUSIVE USE CONTRACT AIRCRAFT AVAILABLE AND COST EFFICIENT?

YES

FILL WITH EXCLUSIVE USE AIRCRAFT!

NO

CALL WHEN NEEDED (CWN) CONTRACT AIRCRAFT AVAILABLE AND COST EFFICIENT?

YES

FILL WITH CWN AIRCRAFT!

NO

OFFICE OF AIRCRAFT SERVICES (OAS) SOURCE LIST AIRCRAFT AVAILABLE AND COST EFFICIENT?

YES

FILL WITH OAS AIRCRAFT! (NOTE, IF FS FLT., MUST MEET FSH 5709.16 PERF. STDS.)

NO

ORDER THROUGH SACC! (SACC ORDER THROUGH APPROPRIATE STATE COORDINATION CENTER.)

DEFINITIONS

POINT-TO-POINT FLIGHT: A FLIGHT THAT ORIGINATES AT ONE DEVELOPED AIRPORT OR PERMANENT HELIBASE, WITH FLIGHT ROUTE DIRECTLY TO ANOTHER DEVELOPED AIRPORT OR PERMANENT HELIBASE; CONDUCTED SOLELY TO TRANSPORT PERSONS OR CARGO AND DOES NOT INVOLVE MISSION FLIGHTS.

NON-ADMINISTRATIVE FLIGHT: A POINT-TO-POINT FLIGHT CONDUCTED SOLELY TO TRANSPORT PERSONS OR CARGO (EG. OVERHEAD, CREWS, SUPPLIES) AS A RESULT OF A RESOURCE ORDER.

ADMINISTRATIVE FLIGHT: A POINT TO POINT FLIGHT, NOT RESULTING FROM A RESOURCE ORDER, USUALLY TO TRANSPORT PERSONS OR CARGO IN THE CONDUCT OF NORMAL BUSINESS ACTIVITIES. TYPICALLY REQUIRING A COST COMPARISON WITH OTHER MODES OF TRANSPORT AND ALSO REQUIRING A JUSTIFICATION.

SPECIAL USE AIRCRAFT ORDERING

A STATE COORDINATION CENTER HAS A NEED TO ORDER A SPECIAL USE AIRCRAFT!

TYPE I OR TYPE II AIRTANKER?

YES

ORDER THROUGH CLOSEST AIRTANKER BASE COORDINATION CENTER

ORDER THROUGH SACC!

ORDER THROUGH NICC!

NO

TYPE I OR TYPE II HELICOPTER? LEAD PLANE?

YES

NO

DEFINITION SPECIAL USE FLIGHT: ALL FLIGHTS NOT MEETING THE DEFINITION OF "POINT TO

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A. Point to Point Flights.

1. **Administrative Flights** (see FSM 5700)
 - a. **Cost Comparisons/Justifications** - The requesting unit should complete:
 - “Aircraft Flight Request/Schedule” (AFRS)
 - FS-5700-10, Flight Request / Justification for Administrative Use of Aircraft
 - FS-5700-11, Cost Comparison Travel Worksheet
 - If Non-federal passenger, FS-5700-12, Day Trip Authorization may need to be completed
 - If Senior Federal Travel, GSA Form 3641.
 - b. **Ordering Priorities** – Generally, priority for ordering is agency aircraft, then contract aircraft, from the most formal contract first to less formal contract last. If the cost analysis indicates commercial air travel is not feasible or cost effective, agency owned aircraft must be considered first, followed by Exclusive Use Contract aircraft. If agency aircraft are not available and Exclusive Use aircraft are not available or feasible for the flight, CWN aircraft may be ordered.
 - c. **Local CWN Aircraft** – If agency of exclusive use aircraft are unavailable, local (in state) CWN Contract resources may be committed first. Local (in state) administrative flight aircraft may be ordered directly by that state coordination center. A courtesy notification to SACC is requested.
 - d. **Ordering Through SACC** - If an order cannot be filled locally; The State Coordination Center will place the order with SACC. SACC will follow step “a” and “b” above
 - If scheduling or cost analysis dictate the use of exclusive use contract, or CWN contract aircraft, SACC will place the order with the State Coordination Center that administers the contract. SACC will not order these aircraft directly from the contractors.
 - When the aircraft has been scheduled or ordered, SACC will complete the remaining blocks in the AFRS and

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provide a copy to the requesting unit and also the unit filling the order.

- e. **OAS Aircraft** - OAS source list aircraft may also be considered along with CWN aircraft. However, USDI agencies must use OAS aircraft if available. Costs for aircraft under Office of Aircraft Services (OAS) agreements are available from any OAS office or from the website source list, www.oas.gov. If the flight is for the Forest Service, aircraft must meet the performance standards outlined in FSH 5709.16. If an OAS Source List aircraft is selected, and the aircraft is within your state, you may order direct. If you need an aircraft from another state SACC will order that aircraft directly from the contractor.
- f. SACC will place an order for pre-positioned aircraft with “home base Coordination Center” or as specified in the contract.

2. **Non Administrative Flights** - The non-administrative flight process will be identical to the administrative flight process with the following exceptions:

- a. Non-administrative flights normally result from a resource order. An Aircraft Flight Request/Schedule (AFRS) will be used for the scheduling.
- b. In some cases, non-administrative flights may be of an emergency nature and the order would be filled with the timeliest resource available. Continued use of the aircraft after the emergency has passed may result in replacement with a more cost effective aircraft.

B. Special Use Flights. (Southern Area: Air Attack, detection, reconnaissance, type III helicopters etc. Tactical dispatch of National Resources assigned to the Southern Area are discussed here. Additional information on National resources are discussed beginning with section 24.4).

1. **Airtankers, Leadplanes, Aerial Supervision Modules**. (See sections 24.5 and 24.8 for additional discussion of airtankers and leadplanes. Also see below for a discussion of ordering air attack aircraft for airtanker bases).

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- a. **Initial Orders into the Southern Area** – Initial orders for airtankers, leadplanes, and Aerial Supervision Modules into the Southern area must be made through SACC to NICC.
- b. **Airtankers, Leadplanes, Aerial Supervision Modules - Tactical Dispatching**
 - **Airtanker Requests** – All request for tactical airtanker missions including lead planes and air attack aircraft assigned to the tanker base will be placed directly with the State Coordination Center that manages the **closest** airtanker base to the incident.
 - **Operational Reload and Portable Airtanker Bases** – If reload and/or portable airtanker bases are operational, requests for tactical airtanker missions including lead planes and air attack aircraft assigned to the tanker base will be placed directly with the State Coordination Center that manages the reload or portable airtanker base.
 - **Inactive Reload and Portable Airtanker Bases** - If the reload or portable airtanker base is not operational but would be the closest base to the incident, the requesting unit may request airtankers from the closest State Coordination Center that manages a permanent airtanker base with a request that the reload or portable base be activated. Once airtankers are in place at the reload or portable base, requests for airtankers will be made directly to the State Coordination Center that manages the reload or portable airtanker base.

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c. Airtanker Bases

TANKER BASE	DISPATCH COORDINATION	MAINTENANCE, SUPERVISION, RETARDANT ORDERING
Fort Smith	Arkansas-Oklahoma Interagency Coordination Center (AOICC)	Ozark-St. Francis- Ouachita National
Knoxville	Tennessee Interagency Coordination Center (TNC)	Cherokee National Forest
TANKER BASE	DISPATCH COORDINATION	MAINTENANCE, SUPERVISION, RETARDANT ORDERING
Asheville	North Carolina Interagency Coordination Center (NCC)	National Forests in North Carolina
Chattanooga	Tennessee Interagency Coordination Center (TNC)	Cherokee National Forest
Shenandoah Valley (Weyers Cave)-Reload	Virginia Interagency Coordination Center (VIC)	George Washington- Jefferson National Forests
Tallahassee- Reload	Florida Interagency Coordination Center (FIC)	National Forests in Florida
Lake City- Portable	Florida Interagency Coordination Center (FIC)	National Forests in Florida
Kinston	North Carolina Interagency Coordination Center (NCC)	North Carolina Forest Service (STATE)

d. Airtanker Dispatch Priorities – Airtankers, leadplanes, and air attack aircraft assigned to the tanker base will be tactically dispatched by the Airtanker Base Coordination Center with notification to SACC. When aircraft are dispatched from the airtanker bases, each Airtanker Base Coordination Center has the authority to reroute, divert, or recall airtankers, leadplanes, and air attack aircraft assigned to the tanker base within priorities that have been established within the Southern Area. When there are multiple requests that meet the same priority criteria, the Coordination Center must request a decision through SACC to the MAC.

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- e. **Airtanker Relocation/Prepositioning** – Requests to relocate or preposition airtankers, leadplanes, and exclusive use air attack aircraft must be made through SACC. (Note that prior to relocating a CWN air attack aircraft outside of the state, a determination must be made by SACC as to whether a more timely and cost efficient air attack aircraft is located near the new location).
- f. **Leadplanes and Leadplane Pilots** – SACC will be responsible for replacement/rotation of leadplanes and pilots.
- g. **Aircraft Scheduling** – The State Coordination Center responsible for managing the Airtanker base, reload base, or portable base will be responsible for scheduling airtankers, leadplanes, and air attack aircraft assigned to the Airtanker base, including establishing daily starting and ending times.
- h. **Retardant and Portable Airtanker Bases** – The State Coordination Center responsible for managing the Airtanker base, reload base, or portable base will be responsible for coordinating the orders for dry retardant and maintaining enough retardant for at least three operational periods. SACC will be responsible for dispatching, tracking, recovering and insuring maintenance of the PAB's.
- i. **Operations Plans** – The Forests responsible for the Airtanker bases will prepare and maintain Operations Plans for the Airtanker bases and reload bases and for preparing operating plans for portable bases as they are activated.
- j. **Daily Reporting** – The State Coordination Centers responsible for managing the Airtanker base, reload base, or portable base will be responsible for insuring the following information is reported to SACC at the close of each business day:
- Location and status of each Airtanker (and leadplanes/air attack assigned to Airtanker bases).
 - Number of hours flown and gallons of retardant dropped that day.
 - Pilot days off schedule.
 - Any scheduled maintenance for airtankers and leadplanes.
- k. **Victor Frequencies** – The State Coordination Centers responsible for managing the Airtanker base, reload base or

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portable base will be responsible for ordering, through SACC, any additional victor (am) frequencies needed.

1. **GACC to GACC Initial Attack Ordering – Initial attack involving the commitment of resources across GACC boundaries must comply with the following guidelines:**

- The Southern Area Coordination Center (SACC) may order initial attack Air Tankers and Lead Planes positioned at Alamogordo, NM (ALM), or Roswell, NM (ROW) directly from the Southwest Area Coordination Center (SWCC).
- The Eastern Area Coordination Center (EACC) may order initial attack Air Tanker and Lead Planes directly from the Southern Area Coordination Center (SACC).
- The change of status of any air tanker or lead plane, and flight following information will be communicated by the sending GACC using standard procedures established in the National Mobilization Guide, Section 24.

2. Dispatch/Ordering Factors and Criteria - Selection and dispatching of Special Use aircraft will be based upon the “Factors” outlined in section 24.1.3 and the “Criteria” outlined in section 24.1.4. Given that all other factors meet the needs of the requested flights, the two primary considerations will be the “timeliness and cost effectiveness” of the aircraft. A cost analysis should be completed to determine the most efficient aircraft. Timeliness and Cost Effectiveness factors that should be considered in selecting the appropriate CWN aircraft:

- a. **Ferry Costs** - consider ferry costs to and from the incident. Note that pre-positioned aircraft are paid from point of hire or home base, (whichever is closer) and return to that point.
- b. **Relief Pilot Transportation** - When pilots reach mandatory days off, determine if the cost to the government of transporting a relief pilot is more or less costly than ordering a replacement aircraft.
- c. **Initial Attack vs. Extended Attack/Readiness** - Timeliness may be a more critical factor than aircraft cost for initial attack. Conversely, aircraft cost may be a more critical factor than timeliness for extended attack or standby.

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3. **Ordering Priorities** - Agency owned aircraft must be considered first, followed by Exclusive Use Contract aircraft. **Since SACC may receive an order and must determine the appropriate resource it is important that State Coordination Centers notify SACC if an Exclusive-Use aircraft is relocated from its assigned home base to a new location.** If agency aircraft are not available and Exclusive Use aircraft are not available or feasible for the flight, CWN or Aircraft Rental Agreement (ARA) aircraft may be ordered.

4. **Local CWN Aircraft** – Local (in-state) CWN Contract aircraft may be committed first. Local (in-state) aircraft may be ordered directly by the State Coordination Center. When CWN aircraft are assigned a notification to SACC with the location of the aircraft is requested.

5. **Ordering Through SACC** - If an order cannot be filled locally; The State Coordination Center will place the order with SACC. SACC will follow step “1” and “2” above.

a. If scheduling or cost analysis dictate the use of exclusive use contract, or CWN contract aircraft, SACC will place the order with the State Coordination Center that administers the contract for the selected aircraft. SACC will not order these aircraft directly from the contractors.

b. If the order is for initial attack, SACC will fill through the State Coordination Centers with the timeliest aircraft available. The aircraft may then be replaced with a more cost effective aircraft for extended attack or standby. If aircraft is not needed for initial attack, then the most cost effective aircraft that meets the needs of the ordering unit will be ordered.

c. OAS source list aircraft may also be considered along with CWN aircraft. However, USDI agencies must use OAS aircraft if available. Costs for aircraft under Office of Aircraft Services (OAS) agreements are available from any OAS office or from the website source list, www.oas.gov. If the flight is for the Forest Service, aircraft must meet the performance standards outlined in FSH 5709.16. If an OAS Source List aircraft is selected, SACC will order that aircraft directly from the contractor.

6. **Pre-positioned CWN Contract Aircraft** - If agency aircraft are not available and Exclusive Use Contract aircraft are not available or feasible, local (in state) CWN Contract aircraft will be committed before pre-positioned aircraft. However, CWN tactical aircraft

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contractors may pre-position fixed wing or rotor wing aircraft within the Geographic Area to enhance their potential for assignment.

a. Contractors must notify **the home base State Coordination Center** with information regarding pre-positioned aircraft. **SACC will not take pre-positioning information directly from contractors.** State Centers have been provided a form on which to record the pre-positioned information. The State Coordination Center should request the contractors fax this information but, if faxes are not received, calls from contractors should be clearly documented in the dispatch log

b. The home base State Coordination Center will forward pre-positioning information to SACC. SACC will utilize the information in determining the timeliness and cost effectiveness of aircraft.

c. **NOTE-CONTRACTORS MUST HAVE THEIR AIRCRAFT, PILOT, SUPPORT PERSONNEL, AND SUPPORT EQUIPMENT IN PLACE AT THE PRE-POSITIONED LOCATION IN ORDER TO BE CONSIDERED “PREPOSITIONED”.**

7. **Air Attack Aircraft Assigned to Airtanker Bases** - If a CWN Air Attack aircraft is assigned to an Airtanker base, the Airtanker Base Coordination Center may dispatch the Air Attack for initial attack with notification to SACC. CWN air attack aircraft may not be relocated until SACC makes a determination as to whether a more timely and cost efficient aircraft is available.

8. **Ordering Through NICC** - Special Use aircraft that cannot be filled in the Southern Area will be ordered through NICC.

9. **Information needed for Special Use Flights:**

- a. Name of the Incident or Project.
- b. Name of the air and/or ground contact.
- c. Air-to-Air and Air-to-Ground frequencies and tones.
- d. Location and description of destination, LAT/LONG.
- e. Initial contact for flight following (Name, Forest, District, radio frequencies and tones, etc.).
- f. Hand-Off Contact for flight following (Name, Unit, District, radio frequencies and tones, etc.).

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- g. Are other aircraft in the area of operations and what type are they? (Air Attack, Tankers, Helicopters.)
- h. Are there any known hazards, power lines, towers, flight restrictions, Military Training Routes (MTRs), Military Operating Areas (MOAs), weather factors?
- i. Sunrise/Sunset times.

24.3.6 FLIGHT AUTHORITIES

A. The **Pilot In Command (PIC)** is responsible for the preflight planning and the operations of the flight in compliance with the Federal Aviation Regulations, Forest Service Guidelines, and Department of Interior Guidelines. The PIC shall have the authority to delay, divert, discontinue, or cancel a flight when conditions do not appear suitable for the safe continuation of the flight. The PIC shall ensure the following actions are taken.

1. **Manifest** - A manifest of all crewmembers and passengers on board has been completed. A copy of this manifest will remain at the point of departure. Manifest changes will be left at subsequent points of departure when practical.
2. **Passenger Briefing** - All passengers have been briefed in accordance with the briefing items contained in 14 CFR 135. In those instances where multiple short flights are made, the pilot's briefing does not need to be repeated unless new passengers come aboard. Additionally, the briefing should include information concerning the following items:
 - a. Emergency Locator Transmitter (ELT)
 - b. Aviation life support equipment
 - c. First aid kit
 - d. Fire extinguisher
 - e. Seat belt and harness
 - f. Aircraft hazards
 - g. Gear and cargo security
 - h. Fuel and electrical shut-off
 - i. Oxygen equipment

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- j. Emergency egress
- k. Smoking

B. **Chief of Party (COP)** will normally be designated whenever a flight or mission involves two or more personnel. The duties and responsibilities of the COP are as follows:

1. Discuss with all personnel on the mission, travel arrangements, route, stopping points, and estimated time of arrival (ETA).
2. Have copies of the passengers manifest available for charter aircraft, dispatching, and receiving units.
3. Have telephone numbers for the originating and receiving dispatch offices for use when delays of more than 30 minutes occur.
4. Have passengers assembled and ready to board.
5. Provide for safety and welfare of each passenger.
6. Check pilot card and aircraft data card for currency and mission qualifications.

The person exercising operational control over the flight, normally the **Chief of Party**, shall have the authority, jointly with the **Pilot In Command**, to cancel, divert, or delay the flight if, in their opinion, the flight cannot operate or continue to proceed safely as planned. Should conditions change while the flight is en route, to the extent that flight should not be carried out in accordance with the flight plan, the individual first learning of the changed conditions shall contact the other with all relevant information, and the flight plan shall be amended in accordance with the decision of the Pilot In Command.

Anyone can refuse or curtail a flight when an unsafe condition may exist. Undue pressure (expressed or implied) or haste should never influence judgment or decisions in managing flights.

24.4 AIRBORNE THERMAL INFRARED (IR) FIRE MAPPING

These aircraft are considered National resources and depending on National priorities may not be available to fill requests.

All requests for IR flights will be made through SACC to NICC. Orders for IR flights must be placed on an Aircraft Resource Order. The ordering unit must also fill out an INFRARED AIRCRAFT SCANNER Request Form. Flights to the same fire on

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successive days require new “A” request numbers. A new INFRARED AIRCRAFT SCANNER Request is also required for each flight even though information on this form may not change from day to day, except possibly the latitude/longitude. NICC must be provided with IR parameters, frequencies, hazards etc. Indicate interpreters (IRIN) name if that position is filled.

After the order is placed with NICC, they will call back and provide an aircraft number, flight crew names, and flight plan. This information will be posted on the Aircraft Resource Order and forwarded to the ordering unit.

An Aircraft Flight Request/Schedule (AFRS) for flight tracking will be completed if not provided by NICC.

Users of the IR aircraft must provide or order mission management, supervision, planning, liaison, imagery interpretation, and logistical support for the units. In addition, the user must provide for flight following and status reports to NICC.

24.5 LEADPLANES AND AERIAL SUPERVISION MODULES

24.5.1 LEADPLANES

Leadplanes are considered National Resources. Orders for leadplanes from State Coordination Centers will be placed with SACC. SACC will place the order to NICC.

24.5.2 AERIAL SUPERVISION MODULES (ASMS)

ASMs are provided by the USDI Bureau of Land Management and are considered National Resources. They essentially consist of a combined leadplane pilot and Air Tactical Group Supervisor (ATGS) in a single aircraft. Specific information concerning the operational procedures can be found in the “Aerial Supervision Module Operations Guide, 2003” published by the Bureau of Land Management. ASMs have and will continue to be used in the Southern Area.

24.6 LARGE TRANSPORT AIRCRAFT

Large charter aircraft for inter-area movement of crews are generally provided by NICC. The Southern Area will occasionally order and preposition a large transport (e.g. DC-3) in the Area during the spring fire season. OAS also has several contractors on Aircraft Rental Agreements (ARAs), which can transport single crews.

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In the event that a need arises for a large transport aircraft, a resource order should be passed from the incident through established dispatch channels to NICC to get the price of a charter aircraft.

When large transport aircraft are needed for mobilization, the SACC Aircraft Coordinator will work with NICC's Aircraft Desk to coordinate the missions.

When using large transport aircraft, the following characteristics and capabilities of destination airports must be considered:

- A. **Runway length** - must be adequate for large, dual wheeled aircraft.
- B. **Runway elevation** - high temperatures and elevations decrease capability of aircraft.
- C. **Load bearing weight** - of runway and ramp both must be adequate to handle aircraft weight.
- D. **Ground handling facilities** - must be available for large aircraft, including auxiliary power, hot air starts, external stairs, and sanitation services.
- E. **Fueling facilities** - must provide adequate supplies of appropriate fuel.

Time frames are critical with large transport aircraft. For this reason, it is important that personnel and cargo be weighed, manifested, and ready to board as soon as an aircraft arrives. All power tools, including pumps and chainsaws, must be free of fuel and purged before being loaded onto aircraft.

When flying for the government, commercial pilots and crews are governed by FAR part 121 regulations restricting flight and duty hours.

24.7 HELICOPTERS

24.7.1 HELICOPTER TYPING

TYPE	CHARACTERISTICS
1	15 or more passenger seats or 5,000 pounds cargo capacity
2	9-14 passenger seats or 2,500 pounds cargo capacity
3	5-8 passenger seats or 1,200 pounds cargo capacity
4	2 or more passenger seats or 600 pounds cargo capacity

24.7.2 HELICOPTER CATEGORIES

- A. **Standard Category** - Authorized for passenger hauling as well as internal and external loads.

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B. Limited Use Category - Lift only, no passenger carrying, seats removed and placarded. Many Type I helicopters are in this category.

C. Standard Category, Limited Use - Generally a temporary designation that restricts the use of the helicopter to external loads, no passenger carrying but seats are not removed.

1. Some Type I helicopters are in this category but are authorized to carry module managers between fire assignments.
2. Standard category Type II helicopters may be placed in the Limited use category when the intent is to carry external loads only. The Type II limited use helicopters are not authorized as of 11/27/01 to carry passengers. The Regional Aviation Officer must prepare a letter each time a Type II helicopter is placed in or out of the limited use category. A copy of the letter must be sent to the requesting unit and a copy must be placed on board the aircraft. SACC will manage this process.

24.7.3 HELICOPTER MODULES

All helicopters ordered for suppression purposes will be sent with a complete helicopter module based upon the type and category of the helicopter. The manager will join up with the helicopter at a location other than the incident so that an acceptance inspection can be completed on the aircraft and pilot prior to the actual performance of any aviation operations. Note that the USDI Fish and Wildlife Service and National Park Service do not require full modules for non-interagency incidents.

TYPE	STAFFING
Type 1 helicopter, standard	Manager and four crew persons
Type 1 helicopter, limited use	Manager alone
Type I helicopter, standard category limited use	Manager alone
Type 2 helicopter, standard	Manager and three crew persons
Type 2 helicopter, limited use	Manager alone
Type 2 helicopter, standard category limited use	Manager alone
Type 3 & 4 helicopters	Manager and two crew persons
Type 3 helicopter, limited use	Manager alone

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24.7.4 CALL WHEN NEEDED (CWN) CONTRACT HELICOPTERS

A. **Type-I and Type-II CWN Contract Helicopters** – Refer to Section 24.7 of the National Mobilization Guide. For additional information about Type-I and Type-II helicopters, see the National CWN Contract or go to www.nifc.gov/contracting on the web and select “yellow book”.

1. **National Resources** -- Type I and II helicopters are considered to be National Resources and must be ordered through SACC to NICC.
2. **Manager’s Name** -- NICC will require a manager's name before filling orders for Type I and Type II helicopters.
3. **Resource Order Numbers** -- CWN helicopters are ordered with “A” numbers but Modules for CWN helicopters are ordered with “O” numbers.
4. **Commit Messages** -- Type I and II helicopters require that commit messages be forwarded to SACC and subsequently to NICC when the helicopters are committed to an incident.

B. **Type III and IV CWN Contract Helicopters** - Type III and IV helicopters are considered Geographic Area resources. Refer to Section 24.3.5, B, “Special Use Flights” for information related to dispatching Type III and Type IV helicopters.

24.7.5 EXCLUSIVE USE CONTRACT HELICOPTERS

Exclusive Use helicopters are under formal contract, for specified periods, to various units and agencies nationally, regionally or locally. In the Southern Area, State Coordination Centers are responsible either directly or indirectly through Contracting Officer Representatives for management and dispatch of the type III and IV helicopters. See section 24.3.5, “Special Use Flights” for information related to dispatching Type III and IV helicopters. State Coordination Center must notify SACC of the new location if an Exclusive Use helicopter is relocated.

The modules for Exclusive Use Contract helicopters are dispatched with the contract helicopters and normally, the sending unit will provide replacement module members without further orders. Exclusive Use helicopters with modules are ordered with a single “A” number.

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24.7.6 HELICOPTER SUPPORT EQUIPMENT

If not provided locally, helicopter support kits, rescue kits, extraction kits etc. must be ordered.

24.8 AIRTANKERS

For the detailed contract and the most recent schedule of items, go to www.nifc.gov/contracting.

Heavy airtankers are considered National Resources and must be ordered through SACC to NICC. Airtankers require that commit messages be forwarded to SACC and subsequently to NICC when the airtankers are committed to an incident.

Airtanker Typing

TYPE	CAPACITY (GALLONS)
1	3,000+
2	1,800-2,999
3	600-1,799
4	100-599

24.8.1 EARLY ACTIVATION

Refer to the National Mobilization Guide.

24.8.2 MODULAR AIRBORNE FIRE FIGHTING SYSTEMS (MAFFS)

Refer to the National Mobilization Guide and refer to the current MAFFS Operating Plan for further information.

Modular Airborne Fire Fighting Systems (MAFFS) are 3000 gallon pressurized retardant units inserted in military Lockheed C-130 Hercules aircraft. Two of the units are located in the Southern Area at the 145TH Airlift Wing, Air National Guard in Charlotte, North Carolina.

As with all military resources, the MAFFS units will be activated only when all commercial sources have been committed, are unsuitable for a particular mission, or cannot meet time frames. For Federal fires, MAFFS will be activated through NICC only. The states of California, North Carolina, and Wyoming may directly

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activate those units stationed within their borders with coordination with NICC. The North Carolina agreement requires a federal MAFFS Liaison Officer be assigned to State activations.

MAFFS aircraft are equipped with Technisonic radios during fire use.

MAFFS aircraft are **not** initial attack qualified. They must operate under the direction of an Airtanker Coordinator (leadplane). The existing MAFFS systems must be pressurized with a ground compressor located at the Tanker Base. The AAFS (Airborne Firefighting Systems) Units currently under development do not require a ground compressor, hold 3600 gallons and have foam capability.

While flying fire assignments, MAFFS flight crews are governed by the same flight and duty hour restrictions as military transport flight crews.

24.8.3 SINGLE ENGINE AIRTANKERS (SEATS)

See the Single Engine Airtanker Operations Guide (ISOG) for additional information.

SEATs are 300-800 gallon capacity tankers with 2-8 hours fuel capacity. They typically come with 1-4 support people, a support vehicle, and a trailer or truck mounted retardant mixing plant.

All Federal SEAT contracts are administered by the Office of Aircraft Services (OAS), Department of the Interior (DOI). Program management responsibility is vested with the DOI in accordance with the lead agency concepts. SEATs are not considered national resources.

SEATs will be ordered through SACC as an Aircraft request. Contact the SACC Aircraft Coordinator for availability information. A SEAT manager must be ordered separately as an Overhead request.

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24.9 TEMPORARY FLIGHT RESTRICTIONS (FAR 91.137)

Reference the "Interagency Airspace Coordination Guide (6/91)" (Appendix 4 - Requesting Temporary Flight Restrictions [TFRs] and Deconfliction of Airspace) for pertinent information.

In the Southern Area, requests for temporary flight restrictions are made by the State Coordination Centers directly to the appropriate FAA Air Route Traffic Control Centers (ARTCC). SACC will request TFRs only in unusual circumstances. Document requests for Temporary Flight Restriction on an Aircraft Resource Order.

TFRs in the USA may be found at: www.notams.faa.gov/tfr. Where there are active incidents within the Southern Area, request the information on existing TFRs from the State Coordination Centers. The aircraft desk should be made aware of existing TFRs since SACC frequently receives inquiries regarding existing TFRs.

TFRs are not considered to be in effect until the FAA has issued a **Notice to Airmen (NOTAM)** regarding the specific TFR.

Typical TFRs are requested in a five (5) mile radius of a given point and 3000 feet above ground level (AGL). However, TFRs may be requested in any configuration desired depending on the situation, topography, amount of air traffic etc.

Reference 91.137; **placing a TFR over an incident area does not automatically eliminate non-tactical aircraft from the area**. Note the exceptions for law enforcement and news media in the FAR.

It is highly recommended that an **Airspace Coordinator** be ordered in those cases where airspace is complex or numerous aircraft are deployed. If there is a need, contact SACC. A contact point for these specialists is Julie Stewart, (503) 808-6728.

24.10 MILITARY TRAINING ROUTES AND SPECIAL-USE AIRSPACE

It is recommended that State Coordination Centers and other users subscribe to the Military Training Route Publication AP/1B, which provides current training routes along with aeronautical charts, and also the AP/1A, which covers Special Use Airspace. It is also recommended that Coordination Centers install the IAMS/CAHIS program, which includes all the information in AP/1A and AP/1B and allows the user to determine airspace conflicts for any given point.

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Flight restrictions involving Military Training Routes (MTRs) require additional notification of that closure to the controlling military base. MTRs & SUAs require deconfliction prior to requesting a TFR.

24.11 AIRSPACE CONFLICTS

24.11.1 LOCAL HAZARD MAPS

A Local Hazard Map, with constant updating as changes occur, will increase the pilot's awareness of existing "wire" or "obstacle" hazards, which may be encountered during operations at low altitudes. The following is recommended:

- A. A topographic scale of 1:24,000, or as appropriate for the area (missions) to be flown.
- B. Utilize a legend for hazard marking.
- C. Post hazard map where all pilots and personnel can review it.
- D. Cover with a hard, clear plastic sheet to facilitate non-permanent hazard notations.
- E. Assure that all pilots are briefed and shown the map.
- F. Obtain current information from the materials/agencies listed below:
 1. Notice to Airmen on parachute and other operations in the area.
 2. Glider operations.
 3. Military low-level operations.
 4. Areas of extreme turbulence.

24.11.2 NEWS MEDIA AIRCRAFT

News media aircraft are only permitted into the incident restricted airspace with the permission and control of the incident command team. Media aircraft must have incident radio frequency capabilities and must receive complete briefing prior to entering the restricted area. It is recommended that when extensive fire activity is occurring, news media be provided with information regarding TFRs including the frequency to contact aircraft controlling air traffic over the incident (See FAR 91.137).

24.11.3 LAW ENFORCEMENT AIRCRAFT

Law enforcement aircraft are part of the relief effort and will frequently operate aircraft in an incident area. These aircraft are authorized to do. It is

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recommended that law enforcement agencies and local fire departments that have aircraft be provided with information related to the TFR and frequency to contact aircraft controlling air traffic over the incident.

24.12 FAA TEMPORARY CONTROL TOWER OPERATIONS

24.12.1 ORDERING FAA TEMPORARY CONTROL TOWERS

FAA Temporary Control Towers may be ordered by State Coordination Centers when incidents become complex or aircraft operations become unsafe.

State Coordination Centers will order the Temporary Towers through SACC under an “A” request. If the FAA does not furnish the radios, the State Coordination Center will need to order the radios under an “E” request. In addition to assigning an "A" number, State Coordination Centers will complete the FAA Temporary Request Form found in the National Mobilization Guide and the checklist form found in Chapter 11 of the Interagency Airspace Coordination Guide. These completed forms will accompany the "A" request submitted to SACC.

Once SACC receives the "A" request and forms, SACC will notify the State and Private Budget Officer, 404-347-1027 (Linda Smith). SACC will provide the Budget Officer a copy of the request and a contact person in the area that the tower will be located. The Budget Officer will prepare a request for goods and services (Standard Form AD-672) and forward it to the FAA for agreement and signature. **When the AD-672 is signed, FAA will provide an ETA for the tower. This information should be provided to the receiving unit.**

The Southern Area currently has a “Letter of Agreement” with the FAA covering the FAA Southern Region. This agreement includes the states of Mississippi, Alabama, Florida, Georgia, South Carolina, North Carolina, Tennessee and Kentucky.

There is no current agreement for Virginia, which falls into the FAA Eastern Region, and there is no current agreement for Arkansas, Louisiana, Oklahoma or Texas, which fall into the FAA Southwest Region. Agreements for these areas are currently being negotiated. Where there are no current agreements, temporary towers will be ordered through NICC.

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FAA typically requires seven (7) days notice prior to the planned release of the temporary tower. Provide the Budget Officer notification of the planned release date and time of the temporary tower.

24.12.2 INTERAGENCY INTERIM FLIGHT AND DUTY LIMITATIONS
(see National Mobilization Guide.)

24.12.3 FEDERAL EXCESS PROPERTY PROGRAM (FEPP) AIRCRAFT

Several States operate aircraft obtained under the Federal Excess Property program. Generally, these aircraft are used by the States primarily for fire related activities. They cannot be planned for use on Federal projects. However, the following conditions apply to these aircraft:

- A. The States may utilize FEPP aircraft to combat fires on federal lands when the action is taken to protect adjacent non-federal lands.
- B. FEPP aircraft may be ordered **ONLY** for initial attack on federal lands, and only if all of the following conditions are met.
 - 1. The ordering unit certifies that no commercial source aircraft are available (suggest this be done directly on the resource order), and
 - 2. The FEPP aircraft meets the criteria of timeliness and cost efficiency (in essence, it is the closest aircraft to attack the fire), and
 - 3. The FEPP aircraft is released as soon as possible and not planned for extended attack, and
 - 4. The Federal agency places an order for a non-FEPP replacement aircraft immediately. Reference FSMs 3000 and 5700 and FSH 5709 for more details.

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24.13 FREQUENCY MANAGEMENT

Aviation activities related to incidents in the Southern Area may become very complex because of the population density; numerous private, commercial, and military aircraft; complex airspace and other factors. The single biggest risk in the Southern Area is related to communications or the lack of communication between aircraft and between aircraft and ground personnel.

24.13.1 ORDERING DISCRETE RADIO FREQUENCIES

At start up, Southern Area aircraft typically utilize the FM frequencies of the unit on which the incident is located for air to ground contact. Also, at start up, Southern Area aircraft may use the AM (victor) frequency 122.925 (the national natural resource agency frequency) for air-to-air communications. As the incidents or conditions become more complex, discrete frequencies are ordered.

State Coordination Centers may place aircraft resource “A” orders to SACC for discrete AM or FM frequencies either for specific incidents or preplanning for multiple incidents.

The following are the ordering procedures:

- A. SACC will Contact the U.S. Forest Service Regional Telecommunications Specialist at 404-347-7594 (Larry Wade) and request the frequencies specifying how the frequencies will be assigned e.g. AM (victor) frequency for air-to-air initial attack, Florida Unified Command.
- B. The telecommunications specialist will either secure the frequencies from NICC or advise SACC to order the frequencies directly from NICC.
- C. When the incident is over, the frequencies must be released back to NICC through SACC just as any other resource is released.

24.14 SAFECOMS

Anyone who observes or becomes aware of a situation related to aviation that is or could result in an aviation safety situation may initiate a SAFECOM.

SAFECOMs may be entered and current SAFECOMs read by accessing the SAFECOM website at www.aviation.fs.fed.us/safecom/index.htm. If the initiator does not have access to the website, the information needed to complete a SAFECOM should be forwarded to

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the State Coordination Center for input.

In the Southern Area, the Forest Service Regional Aviation Officer is the **responsible official** for management of the SAFECOM system. **All SAFECOMs should be faxed to 404-347-2836.**