

UNITED STATES FOREST SERVICE & BUREAU OF LAND MANAGEMENT

2009 PNW LAW ENFORCEMENT



AVIATION PLAN

PLAN*FOLLOW POLICY*INFORM*COORDINATE*TAKE ACTION

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CHAPTER I - INTRODUCTION

A. Objectives

The objective of the PNW Law Enforcement Aviation plan is to provide USFS and BLM Law Enforcement (LE) personnel and local units with the framework for safe, efficient, and economical use of rotorcraft and fixed wing specifically for LE operations. The direction in this plan reflects and clarifies national aviation policy for both USFS and BLM operations.

The fundamental principles of the plan are: 1) Standard aviation policies and procedures apply to all resource, fire and LE operations, for both USFS and BLM. 2) During the planning phase of an aviation operation, the Patrol Captain, Ranger and/or the Special Agent will work with the applicable agency LE Aviation Officer and the local Unit Aviation Officer (UAO) to insure proper mission planning and execution. 3) Prior planning alleviates the need to deviate from policies and procedures designed to provide employees with the safest route to accomplish a mission. 4) A Project Aviation Safety Plan (PASP) will be developed and approvals acquired prior to each mission. 5) All planning and operations will incorporate risk management principles. 6) Deviations from agency policy will be the exception and not the norm.

B. Scope

The Law Enforcement and Investigations (LEI) Zone Patrol Captain/Ranger/Special Agent and Unit Aviation Officer share joint responsibility for the proper utilization of aviation assets as per agency (DOI/BLM and/or DOA/USFS) policies. Aviation assets are viable tools LE personnel may utilize for the enforcement of Federal, State, and Local laws. Aviation assets can provide rapid deployment while minimizing the exposure of LE personnel to ground based risks. The Local Dispatch Center Manager (See the PNW Aviation Communication Guide for dispatch center information) shall be notified of Forest Service or BLM law enforcement aviation missions, prior to the mission, preferably at least 24 hours in advance. (Utilize the PASP as the notification document.) Notification is the responsibility of the Patrol Captain, Ranger and or Special Agent in charge of the mission.

C. Review, revision and assistance

Aviation plans are reviewed and updated annually as required. Depending on the unit's agency affiliation, technicians at the Redmond Air Group (RAG), the local UAO and the RAO/SAM can be requested to provide technical/safety reviews and to assist in hazard analysis. The RAG HOS and HIP will provide rotorcraft expertise and evaluations as required. The RAG Light Fixed Wing Specialist will provide the technical expertise necessary for the LE personnel to safely utilize light fixed wing aircraft.

D. Authority

USFS aviation activities shall be conducted in compliance with FSM 5710.34 and 5710.35. BLM aviation activities shall be conducted in compliance with DM 350.

E. Reference manuals and guides.

Interagency Airspace Coordination Guide (IACG)

Interagency Helicopter Operations Guide (IHOG)

The Pacific Northwest Crash Search and Rescue Guide

The PNW Regional Aviation Plan

The Regional Mobilization Guide (Regional specific issues)

The Emergency Response Guidebook (for hazmat)

5700 Manual

DM 350-353

Interagency Aviation Training (IAT)

CHAPTER II - ORGANIZATION AND RESPONSIBILITIES

A. Agency Responsibilities

FS. The Director of Aviation and Fire Management is responsible for all Forest Service aviation activities in Region 6. The Director has delegated the authority to the Regional Aviation Officer (RAO) to supervise, monitor, inspect, and train users of aircraft.

BLM. The Branch Chief of Fire and Aviation is responsible for aviation activities in Oregon and Washington. The responsibilities for BLM aviation activities are delegated to the State Aviation Manager (SAM).

B. Personnel

1. Regional Aviation Officer (RAO)

As designated by the Regional Forester, the RAO is responsible for all aviation activities in Region 6. Aviation management within the Region, whether fire or administrative, will be coordinated through the Regional Aviation Officer, or his representative. The Regional Aviation Officer (RAO) will enforce aircraft operations policy and standards in all situations and will initiate action for aircraft accident/incident reports and investigations. The RAO will monitor all aerial activities for compliance with FSM, Health & Safety Code, and FAA regulations. The Regional Aviation Officer has the delegation and authority necessary to accomplish this job.

2. BLM State Aviation Manager (SAM)

Responsible to the Branch Chief Fire and Aviation Management. Although the State Director has overall responsibility for the State Aviation Program, this is delegated to the SAM through the Deputy State Director of Resources and the Branch Chief Fire and Aviation Management. The SAM provides leadership and management of the Oregon/Washington BLM Aviation Program. Develops and implements the statewide Aviation Management Plan and aircraft safety and accident prevention measures for BLM and combined units. Serves as Contracting Officer Representative on all BLM exclusive use aviation contracts in the state.

3. Unit Aviation Officer (UAO)

The Unit Aviation Manager will oversee all aviation operations on the local unit. The Unit Aviation Officer (UAO) will enforce aviation operations policy and standards, develop project aviation safety plans (PASP) and will initiate action for aircraft accident/incident reports and investigations. The UAO will monitor all aviation activities for compliance with DOA, DOI, FSM, DM, Interagency Guides, Health and Safety Code and Federal Aviation Regulations.

4. Regional Aviation Safety Manager (RASM)

Functions as the Regional Staff Specialist for aviation accident prevention. The qualifications and duties of the RASM can be found in FSH 5720.47d.

5. Law Enforcement Aviation Officer (LEAO)

A primary/regional LEO/Ranger shall be designated as the primary aviation representative for the LEO/Ranger community. They shall be responsible for general supervision and guidance of the

aviation program in Law Enforcement. Aviation management will be coordinated through LEAO/RAO/SAM. The LEAO will enforce aircraft operations policy and standards. The LEAO will monitor all aerial activities for compliance with FSM, Health & Safety Code, and FAA regulations.

6. LE Operation Supervisor

Must be a Patrol Captain, Ranger or Special Agent responsible for overseeing the aviation operation and complying with this plan.

7. Law Enforcement Helicopter Manager

FS LE may be qualified as a HMGB (310-1) or minimally, shall be qualified as a Resource Helicopter Manager (as stipulated in IHOG). BLM LE personnel can elect to meet the FS standards or the DOI Helicopter Flight Manager IHOG standard.

LE Helicopter Managers shall utilize the following standards specifics to Helicopter positions per 310-1, 5109.17, IHOG and IAT:

1st option: HMGB; S-271 Interagency Helicopter Crewmember Training, S-372 Helicopter Manager Training and attend an RT-372 Helicopter Manager Refresher every 2 years. Upon successful completion of S-271 and S-372 a task book will be assigned and training assignments will be completed prior to moving to the next level of qualification. (The reason for this option is; if you have access to the helicopter managers training for fire personnel, this route may be the easiest method to obtain helicopter manager qualifications and most comprehensive in the long run.)

2nd option: Resource Helicopter Manager – training and completion of S-271 and S-372. Training, completion and attendance of RT-372 helicopter manager training every 2 years. After successful completion of the initial training, training assignments with a fully qualified helicopter manager prior to becoming fully qualified are required.

3rd option (only for DOI LE personnel): Helicopter Flight Manager- Refer to IAT for training standards. (Most of the mandatory minimal training can be obtained through an ACE training session.)

Note: Classroom attendance is required for initial training.

8. Law Enforcement Air Crewmember

May be qualified as an HECM. Minimally, shall be qualified as an Air Crewmember by IAT standards.

LE Spotters. May be qualified as a Helicopter Crewmember (HECM). Shall meet the minimum requirements outlined in IAT for Aircrew Member. Additionally, they shall complete A-104 Overview of Aircraft Capabilities & Limitations, A-205 Risk Management and A-310 Overview of Crew Resource Management.

9. Law Enforcement Fixed Wing Manager

For mission flights, the officer in charge of the flight shall be qualified as a Fixed Wing Manager-Special-use. See IAT Training Standards.

CHAPTER III - FORMS, REPORTS AND ADMINISTRATIVE PROCEDURES

A. Management Forms and Reports

Flight use reporting requirements are contained in (FS) FSM 5717.22 and (BLM) DM 353. 1.7. FS-6500-122 or (BLM) OAS Form 23 will be submitted through the appropriate (FS) COR or (BLM) AMD. Cooperator aircraft use will be consolidated and reported to the local Interagency Dispatch Center for entry into AMIS.

B. Contract Administration

If contract aircraft are utilized, flights must comply with the contract and the terms that pertain to law enforcement, typically, "the contractor must agree in writing to provide law enforcement flights."

C. Military Use Reporting

Military Aircraft Use will be consolidated and reported to the local unit dispatch center for entry into AMIS.

D. Payment

Military Aircraft. Normally, exchange of funds will not take place with the military unit providing the aircraft at the Regional or unit level. The documenting of flight times is the responsibility of the Pilot in Command.

Cooperator Aircraft. Generally, direct exchange of funds for specific hours flown is not normally executed. Funding to cooperating agencies may be done by grants for general law enforcement service, in accordance with specific MOU's.

Contract or Commercial Aircraft. The aircraft/flight/helicopter manager should keep start and stop times for each flight for verification of FS 6500-122 (Flight Invoice) and will be responsible for ensuring that the FS 6500-122 or OAS-23 is complete and accurate before signing. The aircraft manager is responsible for informing all contract and rental agreement pilots of payment procedures. Payments will be made upon receipt of the invoices. Contracts will follow the payment procedure specified in the Prompt Payment Act or as negotiated by the contractor.

Cost Analysis for Transportation Alternatives

A cost analysis for transportation alternatives must be documented prior to each administrative use of FS or DOI owned or chartered aircraft to ensure that such use is less expensive than other modes of transportation including available common carrier. FSH 5709-11, Chapter 13 provides the proper forms and instructions to complete and document the cost analysis.

CHAPTER IV - BASE FACILITIES, COMMUNICATIONS, OPERATIONS AND DISPATCH

A. Facilities

If a remote helibase is to be established, it will comply with IHOG standards and will be described in the project aviation safety plan.

B. Communications

1. Airport Communications

At uncontrolled airports, aircraft will monitor the common traffic advisory frequency (CTAF) when within 10 miles of the field unless this conflicts with operational needs. Sterile cockpit procedures (only inter/intra aircraft communications pertaining to operations of the aircraft are allowed), will be practiced within 5 miles of the airport and until the aircraft clears the runway after landing.

2. Air-to-Air Tactical Communications

Authorized LE VHF-AM frequencies will be assigned as necessary depending on the complexity of the operation.

3. Agency communications

Radio communications may occur over the agency FM systems. Personnel involved should be knowledgeable in agency communication capabilities.

C. Operations

Project Planning. Project planning must involve the Unit Aviation Officer early in the process. The PNW Interagency Project Aviation Safety Plan (PASP) should be used as the format for submitting an aviation operations plan. Unit LE officers/Rangers will prepare and submit a PASP to the local Unit Aviation Officer. The Unit Aviation Officer has been assigned the responsibility of receiving, reviewing and recommending approval to the (FS) Regional Aviation Officer or (BLM) State Aviation Manager. The Unit Aviation Officer will coordinate with the appropriate technical specialists as necessary. (LE Officers may consult with the appropriate fixed wing or helicopter technical specialists early in the planning stage.) The UAO will forward the PASP to the technical aviation experts at RAC (for USFS or interagency operations, BLM may be approved on the unit). After the technical review, the PASP will be forward to the local unit line officer for approval.

A copy of USFS LE PASP's will be forwarded to the FS LE Unit Aviation Officer, Barb Severson.

A copy of the PASP shall be submitted to the local dispatch center. (Airspace de-confliction, flight following, etc.)

BLM SO LE Officers will develop and acquire approval for the PASP's through ?????

Note: Utilize the PNW PASP word document until the web based PASP is available.

PNW Project Aviation Safety Plan Web Site <http://www.nwportal.fs.usda.gov> (Not functional as yet)

PNW Aviation Hazard Map Web Site <http://www.nwportal.fs.usda.gov>

Utilize the system safety data to determine the risk value for the flight denoted in the PASP. For

assistance with this process, contact either the RASM (Gary Sterling) or HOS (Dave Glose).

System Safety Risk Analysis and Assessment Web Site

http://www.fs.fed.us/fire/av_safety/Systems_Safety/index.html

Hazard Maps. Hazard maps are available at each dispatch office and aviation operations facility. These maps should be obtained and reviewed prior to any aviation operation, except airport A-to-airport B transportation flights.

Temporary Flight Restrictions. Temporary Flight Restrictions (TFR's) are requested from and issued by the Federal Aviation Administration over fires and other natural disaster areas when several aircraft are participating in relief or firefighting activities. These restricted areas generally are 5 nautical miles in radius and extend from the surface to several thousand feet over the area. Prior to embarking on reconnaissance flights during fire activity, the pilot and/or observer should contact the nearest Flight Service Station or dispatch and identify any TFR's in effect in the area of operation. The telephone number is 800-992-7433, and this number will automatically ring the Flight Service Station that serves the area called from.

The Zone Patrol Captain, Ranger or Special Agent and Unit Aviation Officer will ensure all flights are properly coordinated.

All flights will be preceded by a thorough briefing with pilots, observers, and helicopter managers.

A helicopter manager will be assigned to manage all helicopter flights (regardless of pilot experience). This should not be construed to mandate that a helicopter manager will be onboard all flights. Qualified Air Crewmembers may conduct operations under the direct supervision of the HMGB. (The HMGB must be directly involved with the project, in the field, not in an office.) Helicopter managers are authorized to approve loading of confiscated materials on board the aircraft. Specialty operations such as external load (sling) or longline require appropriate training. Helicopter managers must be trained and aware of the various types of potentially hazardous materials. There is no authorization for the transport of hazardous materials except as provided for by the hazardous materials transportation guide for agency contracted aircraft.

It is expected that landings will be made at established airports or heliports. However, qualified helicopter managers are authorized to approve hover-in-ground effect landings at established field locations in conjunction with the pilot(s) involved.

Applicable military weight and balance and performance planning procedures must be complied with.

Transport of Weapons: Law enforcement personnel who carry firearms in (mission ops, not general use commercial type flights) aircraft must follow the direction in IHOG and in the Hazardous Material Transportation Guide for fixed wing and helicopter flights. See IHOG, Chapter 16, Paragraph XI for acceptable procedures.

Confiscated Materials. Helicopter managers may approve loading of confiscated, non-hazardous materials on board the aircraft. This does not authorize the use of external load (sling) procedures without an approved aviation project plan and trained/qualified personnel. Helicopter managers must be aware of the types of objects loaded. There is no authorization for the transport of

hazardous materials except as provided for by the hazardous materials transportation guide. For the purposes of this plan, methamphetamine labs are always considered to contain hazardous materials.

Dispatch Procedures

1. Briefing and Orientation

Dispatch is a part of the unit aviation team and the primary source of rescue service notification should an accident occur. When flight following will be conducted by a non-law enforcement dispatch unit (Example; a FS/BLM fire dispatch center) for a covert operation, an LE supervisor will be tasked with providing flight ops planning info to dispatch, to insure that flight following occurs during the operation. The officer will personally deliver a sealed grid map to the dispatch unit and ensure that all dispatch personnel are briefed on security measures. The dispatch supervisor will maintain possession of the map to ensure it is not opened prematurely. In the event of an overdue aircraft the LE supervisor will be advised.

2. Procedures

All aircraft ordered from commercial sources must be ordered through Dispatch. Military and other cooperating agency aircraft flights, scheduled by the Special Agent in Charge, must be coordinated through Dispatch.

Dispatch will receive project aviation safety plans and flight follow all law enforcement flights, unless arrangements to flight follow have been made with other cooperating agencies providing aircraft services. Flight following may also be provided by a Law Enforcement Officer at project sites, if continuous contact with the aircraft being flight followed and appropriate contact with Dispatch is maintained (See Interagency Helicopter Operations Guide (IHOG) Chapters 4 and 16).

Dispatch will schedule all administrative flights.

Dispatch will initiate search and rescue operations requested by local county authorities and notify the Unit Aviation Officer, Unit Special Agent, and Regional/State Special Agent in Charge, of any accidents or incidents. Dispatch will coordinate with the military unit or other cooperating agency providing aircraft during search and rescue/downed aircraft operations. The crash, search and rescue guide shall be used to guide these operations.

3. Flight Following

Flights following procedures are described in Chapter 4 of the Interagency Helicopter Operation Guide (IHOG). For covert missions, sensitivity to the Law Enforcement Officers (LEO)/Rangers security is paramount as is the safety of all involved in LE flight operations. Therefore, in planning for aviation safety, the threat to the LEO must also be considered. Security breaches can not be permitted.

To effectively provide flight following and air traffic coordination for LE flights while not compromising mission security the following policy will be used;

An LE supervisor who understands agency flight following procedures, with appropriate communication equipment in a ground based unit, can be assigned to flight follow when security is paramount. The designated officer will ensure that appropriate flight following is being conducted

as outlined in IHOG Chapter 16.

The LE supervisor will identify and document where the flight operation will occur. The supervisor will ensure that Unit dispatchers understand what airspace will be utilized for the operations. Depending on the security requirements, this may be specific or general at the discretion of the operation supervisor.

The LE supervisor will be in contact with both dispatch and the LE aircraft. The supervisor will coordinate any airspace issues and pass on information on other aviation activity with potential threat to the operation. Airspace coordination will be done in advance when security allows, and on a real-time basis other times.

The LE supervisor in charge of flight following must be able to identify the location of the aircraft in the event of an emergency and be able to convey this information to EMS and rescue personnel.

The LE supervisor will determine the type of flight following to be conducted based on mission requirements, personnel availability, communications capability, and agencies involved. This will include agency mandatory 15 minute check-ins or AFF if the aircraft is equipped. If the supervisor is participating in the operation on a regular basis via the radio, mission communications need not be interrupted for routine check-ins. Flight personnel will initiate a call to verify operation normal when communication laps of 15 minutes occur. The ground based flight following supervisor will record the location and direction of travel of the aircraft.

When the LE supervisor is not participating and no other ground support is available, the supervisor will direct flight personnel to make 15 minute check-ins with the appropriate unit dispatch center. Flight following will be conducted as stated in IHOG Chapter 4 for overt operations and Chapter 16 IV A,B, and C for covert operations.

Dispatch will provide the support requested by the operation supervisor, and keep the supervisor or flight crew advised of potential traffic conflicts.

As a general rule, if security is not an issue, provide a preliminary briefing on the planned activity to dispatch as many days in advance as possible.

A day prior to the operation the LE supervisor will check on status of forest planned activity and update dispatch on any changes that have taken place.

The day of the operation the LE supervisor will provide dispatch with the Grid Reference Map and a specific threat briefing to include contingencies for missing aircraft.

4. Airspace Coordination

Temporary flight restrictions, MTR deconfliction, etc, will be requested by the operation supervisor through the agency dispatch unit responsible for the area of the planned operation, i.e., Forest/District, in accordance with the Northwest Aviation Management Plan and the Airspace Coordination Guide.

5. Aircraft and Pilots

Military aircraft used for detection of illegal growing and manufacturing operations on federal lands are normally scheduled and coordinated through the Regional/State Special Agent in Charge. Day to day planning and utilization is normally handled by agency or local LEOs/SAs/Rangers. These aircraft and pilots are supplied by Army or Air Force Reserve or National Guard units or from active duty units. In Region 6, most of the military aircraft support is provided by Reconnaissance and Interdiction (RAID) units. Each State, Oregon and Washington, have OH-58 helicopters

specially equipped for this task. Pilots are hired specifically to fly RAID aircraft. RAID units, as well as other National Guard Units, are approved as an organization under an MOU, therefore, individual approval of aircraft and pilots by name or number is not required. When units stationed from outside Regional boundaries or if active military units are utilized, specific approval by the Regional Aviation Officer must be secured. These approvals are coordinated by the Regional/State Special Agent in Charge.

Active military pilots (Army/Marines/Navy) who have at least 500 hours of pilot-in-command experience may be used for law enforcement detection flights with Forest Service and BLM personnel on board. To compensate for the pilot's lower total flight experience, the following limitations apply:

Detection flights are to be conducted at 500 feet above ground level, or higher. Occasionally, it may be necessary to descend to a lower altitude to identify specific objects or activities on the ground. These brief periods must be preceded by a minimum of a 360-degree high reconnaissance and must incorporate a continuous low reconnaissance; at no time should the aircraft be flown below 150 feet above the ground or tree canopy, except for takeoff and landing.

Airspeed must be maintained at no less than 30 knots.

Military helicopters used for LE flights must have an Emergency Locator Transmitters (ELT) and High visibility markings to aid in aircraft location in the event of a crash. Military and other agency dispatch will be provided with Forest Service and BLM contact information for emergency notification.

National Guard helicopters

National Guard pilots are required to meet Readiness Level 1 (RL1). Pilot qualifications are reviewed by agency inspector pilots prior to adding them to a Letter of Authorization. National Guard pilots are issued a letter of authorization for the aircraft and missions they are authorized to fly. This authorization has the unit name, pilot's name, aircraft model authorized in and the specific missions they are authorized fly. Letters are good for one (1) calendar year from issuance and are agency specific. Letters of authorization may contain a single or multiple agency signature. National Guard aircraft are neither inspected nor carded by agency maintenance inspectors.

Contract aircraft and pilots

Contract aircraft are inspected and issued a card authorizing specific missions they may be used for by agency aircraft maintenance inspectors. Cards are valid for one (1) calendar year from issuance.

Oregon State Police

Oregon State Police aircraft and pilots are approved by letter; a copy of the letter is forwarded to each unit in Oregon annually. Oregon State Police airplanes may be used in accordance with the letter of approval.

County Sheriff

Counties occasionally own or rent aircraft for law enforcement activities. When activities extend to federal lands, law enforcement personnel are often involved. Aircraft and pilots are required to be approved; commercially procured aircraft may already carry approval. County owned aircraft and commercial aircraft, not previously approved, are required to be approved specifically for the mission.

Non-approved Aircraft and Pilots

Occasionally, in emergencies, (“emergency” is typically defined as life threatening) it is necessary for law enforcement personnel to ride in non-approved aircraft or with non-approved pilots. The Interagency Helicopter Operations Guide (Chapter 16, Paragraph V, B) outlines the procedures to be followed and after action reports required.

It has been misconstrued that agencies cannot predict when we will have a fire, therefore all fires are an emergency. Fire operations are not an emergency. Many LE personnel will be involved in aviation operations on a yearly basis and therefore should plan, train and equip for aviation based operations.

Inspection and Review time frames for aircraft and pilots not currently approved for use

Requests for review/inspection of aircraft for use by LEO’s, for both BLM and USFS, shall be initiated by LE personnel, through a request for a “letter of authorization” for utilization of the aircraft and pilot, to the RAO for USFS LE personnel and the SAM for BLM LE personnel, by April 1st of each year.

6. Operations

All helicopter operations shall have a qualified helicopter manager assigned to each aircraft and comply with the Interagency Helicopter Operations Guide (IHOG) Chapter 16- Law Enforcement Operations. (NFES 1885)

7. Employee responsibilities and the scope of your duties

If the work you are doing is in any way related to your “regular” job, you cannot take leave; do the project on your day-off or “volunteer” etc. You will still be held to the agencies standards and policies relative to the work you are doing. (See the PNW Information for Supervisors and Employees Regarding Agency Aviation Operations.) If any agency employee does not follow policy, and an accident occurs, the agency may not cover the employee.

CHAPTER V - SAFETY

A. Aerial Hazard Analysis

Minute-by-minute hazard analysis is everyone's responsibility throughout the operation. The local aerial hazard map depicts what has been surveyed at the site(s) and pilots will reconnoiter the area prior to descending to lower altitudes. Other aircraft working in the area will be identified and locations made known to the LEAO and pilot.

B. Protective Clothing and Equipment

Use of PPE during these operations will comply with IHOG. Firearms will be carried as described in IHOG.

PPE that meets agency approved safety criteria for aviation operations, that is specifically designed for LE personnel is available from various sources such as

<http://warfighter.dla.mil/newmenu/Index.jsp>.

C. Aerial Hazard Maps

For each aerial operation, the assigned LE supervisor will visit the dispatch center for the area of intended operation and obtain all of the applicable information contained on the unit Hazard Map. This information will be provided to each flight crew in a preflight/operation briefing.

D. Load Calculation

A weight and balance for fixed wing and a load calculation for helicopter will be completed by the pilot prior to commencing operations. The performance planning document will be reviewed by the Fixed Wing Manager-Special use for fixed-wing or the Helicopter Manager for rotorcraft.

E. Aircraft Emergency Response Plan

Search and Rescue efforts will be coordinated through local Sheriff's Department and notification procedures contained in the Unit's Aviation Mishap Response Guide and Checklist will be initiated. Fire and/or other resource aircraft will not be diverted to search for missing LE aircraft unless specifically cleared by the operation supervisor. An unknown threat may exist and pose grave danger to the occupants. In the unlikely event that an aircraft is brought down, the project plan will reference the appropriate response plan.

F. Incident Reporting

Report all aviation accidents and incidents in accordance with FSM 5720.45 and the Aviation Accident Prevention Plan PNW, BLM and FS.

G. Training

Detailed training information associated with various positions may be found @

IHOG <http://www.nifc.gov/ihog/>

IAT <https://www.iat.gov/>

5709.17 <http://fsweb.wo.fs.fed.us/directives/fsh/5109.17/>

AMD <http://amd.nbc.gov/library/dm/index.htm>

LEO's involved in aviation activities and aircrew members must acquire aviation qualifications and experience commensurate with the operations they're involved in.

Helicopters Operations; LE personnel who will work with helicopters as part of their job duties and are responsible for agency helicopter operations will be trained as a HMGB (to manage the operation), Helicopter Flight Manager (BLM only) or HECM (crewmember) or Air Crewmember. (Refer to IHOG, 310-1, 5709.17, DM350 or OPM-4, IAT, depending on the agency affiliation.)

Fixed Wing Operations; Personnel involved with and responsible for managing fixed wing mission flights, will be trained to the IAT Fixed Wing Manager; Special-Use standard. For point-to-point flights, as in airport-to-airport, personnel will be trained to the Fixed Wing Manager standard.

Law Enforcement personnel are responsible for tracking their aviation training and qualifications. Coordinating with local unit aviation officers and the PNW Helicopter Operations Specialist is highly recommended. LE officers are personally responsible for insuring compliance with agency training requirements. Fire and Aviation Training Officers may assist LE staff with training issues.

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Appendix A (IHOG is in the revision stages, update as applicable)

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CHAPTER 16: LAW ENFORCEMENT OPERATIONS.

I. Introduction.

All direction in this chapter is provided for the purpose of ensuring the maximum degree of safety and efficiency in law enforcement aviation operations. It is therefore essential that law enforcement personnel who utilize helicopters in the conduct of their missions possess a complete knowledge of all aspects of helicopter operations.

Law enforcement aviation operations on occasion have special needs. The carriage of weapons or canines on board are examples. Some missions are conducted in a higher-than-normal risk environment where the hazards on the ground from potential gunfire and apprehending suspects may be greater than, or compound, the hazards associated with the aviation mission.

Though this chapter and agency-specific policy may exempt law enforcement from some standard helicopter operating procedures, it must be emphasized that an exemption in one area does not automatically exempt law enforcement users from following other standard operating practices and procedures.

The leader of each law enforcement mission shall implement the rapid risk assessment and management techniques discussed in IHOG, Chapter 3, Operational Planning.

All activities not covered in this chapter and specifically exempted here or in agency-specific policy shall follow the procedures outlined in other parts of this guide. This chapter is organized according to the structure and chapter sequence of the guide itself for ease of reference.

II. Personnel Duties and Responsibilities, Qualifications, Certification, and Training.

All law enforcement aviation operations shall be conducted by qualified personnel. Users should refer to Chapter 2, Personnel.

III. Operational Planning.

Law enforcement aviation missions may be accomplished utilizing agency-owned, contracted, rented¹, other-government agency, or military helicopters. There are numerous agreements between agencies and the military for utilizing the latter's aircraft and Pilots.

A. Types of Missions.

Specialized law enforcement aviation operations are often conducted in coordination with other-agency law enforcement personnel and aircraft. They may include:

Counter-narcotics operations

Surveillance of suspects or locations

Warrant service

Reconnaissance

Fire Investigation

Seizure and removal of evidence, contraband, and other property

¹Note that provisions in the contract or rental procurement document may prohibit use of the vendor helicopter for high-risk law enforcement missions. Vendors and Pilots must be informed of any potential hazard to the aircraft or occupants.

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Operations must emphasize safety requirements and considerations. All law enforcement personnel shall adhere to all agency policy except those involved in operations defined as covert. Special exemptions granted by the agency shall then apply, but then only in specific areas defined in the exemption.

When planning law enforcement aviation missions, an Aviation Manager shall be consulted to ensure compliance with guidelines and procedures and to assist in planning safe, effective operations. Appendices A and B contain a discussion of various required forms and checklists to be used on both single-helicopter and helibase and helispot management and operations.

B. □ Helicopter Rappelling And Shorthaul.

All rappel/shorthaul missions conducted by agency law enforcement personnel shall conform to the procedures outlined in the Interagency Helicopter Rappel Guide (IHRG). or the Interagency Shorthaul Guide whichever is applicable. Rappellers from other agencies and the military must adhere to their agency requirements.

C. Use of the Incident Command System Aviation Structure.

During complex operations, it is advisable to utilize the Incident Command System aviation structure, including the Helibase Table of Organization outlined in Chapter 2, Personnel.

D. Aerial Supervision/Airspace Coordination.

For multiple aircraft operations, it is recommended that an aerial supervisor be assigned (ATGS, HLCO) to perform aerial supervision and airspace coordination duties. This individual can operate from either a fixed-wing aircraft or helicopter. The requirements of Federal Aviation Regulation FAR 91.119 regarding maintaining minimum safe altitudes from persons or property on the ground apply (see Interagency Airspace Coordination Guide).

IV. Flight Following, Resource Tracking, and Communications.

All procedures in Chapter 4, Flight Following, Resource Tracking, and Communications, shall be followed, except for covert operations where the need for secure communications is essential. In those cases, one of the following procedure(s) shall be utilized:

A. Grid Map Reference Check-ins.

The flight plan is placed in a sealed envelope, to be opened by the Dispatcher only in the event of an aircraft emergency or failure to check in within normal, specified time frames. Flight check-ins are performed utilizing coded grid references rather than geographical location descriptors.

B. Flight Following Through Another Agency.

Flight following may be performed by another agency (for example, Department of Defense or National Guard facility or sheriff's office). However, check-in frequency shall still meet the requirements outlined in Chapter 4, Flight Following, Resource Tracking, and Communications.

C. Satellite Flight Following.

Flight following via an automated reporting satellite system is highly recommended, since no voice communication is necessary.

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V. Personnel and Equipment Approval and Carding.

Refer to Chapter 5, Personnel And Equipment Approval And Carding. Aircraft of other federal, state, and local agencies, military components, and private industry cooperators used by law enforcement shall meet aircraft equipment requirements, conditions, and standards comparable

to those required of contractors or in-house aircraft, as established by Letter of Agreement (LOA) or Memorandum of Understanding (MOU).

A. Non-Emergency Operations.

All rental, charter, contracted or owned aircraft shall be flown by Pilots who meet agency standards and possess a current Interagency Pilot Qualification Card.

Use of other law enforcement agency, Department of Defense, National Guard, or Coast Guard aircraft flown by that agency's Pilot(s) requires acceptance of that agency's Pilot qualifications requirements in an MOU or LOA. In these instances, it is acceptable for agency law enforcement personnel to fly with uncarded Pilots who have been approved under the MOU or LOA.

B. □ Emergency Operations.

In certain life threatening emergencies and/or covert operations, it may be necessary for law enforcement personnel to deviate from policy for life and death situations. This may include PPE deviations, seating configurations, and riding in unapproved aircraft and/or with unapproved Pilots. These situations usually involve search and rescue or medevac operations being conducted by local authorities using public agency, military, commercial or private aircraft.

It is also recognized that undercover, covert law enforcement situations exist where an agency employee can become engaged in an activity, while operating within the normal scope of employment, which precludes utilizing carded and approved aircraft and Pilots. An example would be the law enforcement officer is put in a situation, while operating undercover, where he or she is required to fly in a suspect's aircraft.

Law enforcement employees are authorized to use unapproved aircraft and Pilots during the covert phase of an operation providing such use is, in their judgement necessary. The following policies shall govern emergency situations:

Authorization shall be given on a case-by-case basis by the law enforcement officer in charge or Incident Commander (it is recognized that this cannot always be accomplished before the fact);

A written justification statement shall be prepared by the law enforcement officer in charge, attached to an agency Safecom report, and submitted to the appropriate Aviation Manager within 24 hours of the completion of the mission.

VI. Helicopter Capabilities and Limitations.

Refer to Chapter 6, Helicopter Capabilities and Limitations, especially for guidance regarding flying at night during emergency operations.

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VII. Helicopter Load Calculations and Manifests.

See Chapter 7, Helicopter Load Calculations and Manifests, and Appendix A, Helicopter Management Forms And Checklists, for requirements and procedures.

When utilizing aircraft other than military, load calculations and manifests are required, except, subject to the exemption above, when flying undercover in a suspect's helicopter.

When utilizing military aircraft, use of the Performance Planning Card (PPC) is acceptable.

VIII. Helicopter Landing Areas.

Refer to Chapter 8, Helicopter Landing Areas, for requirements and procedures.

Standards outlined in Chapter 8 shall be followed.

Guidance and requirements for conducting one-skid, toe-in, or step-out landings for law

enforcement operations is contained in Chapter 8.

IX. Equipment Requirements and Maintenance.

Refer to Chapter 9, Equipment Requirements and Maintenance, for standard requirements and procedures.

Exemptions from agency aviation personal protective equipment (PPE) requirements are agency-specific and shall be used only in emergency situations when the hazards on the ground (for example, from gunfire) are greater than those requiring the use of aviation PPE.

It is recognized that law enforcement operations may require the use of specialized equipment. In these situations, consult with the local unit Aviation Manager.

It is essential that a thorough preflight check of the aircraft be made to detect sabotage.

Security is addressed later in this chapter in Section XV.

X. Personnel Transport.

See Chapter 10, Personnel Transport, for standard requirements and procedures. The following specifically applies to law enforcement.

A. Transport of Injured Officers.

Prior to transporting an officer with serious injuries, all weapons being carried by the injured officer shall be secured by another law enforcement officer.

B. Transport of Canines.

All canines shall be either muzzled and secured to a hard point or contained in a restrained portable carrier. Canines shall be transported in the rear of the helicopter and accompanied by a trained handler.

C. Transport of Prisoners.

When prisoners are transported by aircraft, the following guidelines shall be used (not applicable to inmate fire crews).

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Brief the Pilot on the prisoner, the nature of the crimes and the extent of safety precautions used while transporting a prisoner. Brief the prisoner on aircraft safety using the standard briefing format for all passengers.

Search the prisoner for weapons even if the prisoner has been previously searched.

Handcuff the prisoner using standard law enforcement policy and procedures. If the prisoner is to be handcuffed in front, ensure that a belly chain or other suitable device is used.

Seat and restrain prisoners in the rear of the aircraft opposite the Pilot with the law enforcement officer sitting next to the prisoner. It is not advisable to seat a prisoner where the prisoner has access to the Pilot or controls.

Law enforcement officers at the receiving landing area should be briefed and available for pickup and transportation of the prisoner.

XI. Cargo Transport.

Refer to Chapter 11, Cargo Transport, for standard requirements and procedures. The following specifically applies to law enforcement operations.

A. Transport of Evidence.

Transportation of evidence should follow agency guidelines and requirements, but must not compromise aviation safety.

B. Hazardous Materials.

All transport of hazardous materials during law enforcement operations shall follow the

procedures of the agency's Hazardous Materials Transport Handbook or Guide. The following are recommended procedures during tactical or emergency operations.

1. Transport of Weapons. When law enforcement personnel carry firearms in the helicopter, the following safety precautions shall be taken:

Brief Pilots on weapons type(s) and safety policy.

Long guns (shotguns, rifles, etc.) shall not have a round in the chamber and shall be under the control of the law enforcement officer.

Hand guns may be loaded and shall be holstered.

Fully automatic weapons shall have an empty chamber and the bolt locked in safe position.

Keep all weapons pointed in a safe direction as determined by the Pilot during the preflight briefing.

Emergency situations may necessitate carrying weapons with a round

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chambered. This shall be determined by the law enforcement officer in charge in consultation with the Pilot, and shall follow all agency guidelines and requirements.

2. Transport of Pyrotechnic Devices. When law enforcement personnel carry pyrotechnic devices in the helicopter, follow safety procedures in Aviation Transportation of Hazardous Material Handbook.

3. Transport of Hazardous Chemicals. When law enforcement personnel carry hazardous chemicals in the helicopter, the following safety precautions shall be taken:

Brief Pilots on material and safety policy.

All clandestine laboratory paraphernalia shall be transported under the direction of a designated hazardous materials response team.

The carriage of mace and other gases shall conform to transport requirements found in the agency Hazardous Materials Handbook or Guide.

XII. Fire Protection and Crash-Rescue.

See Chapter 12, Fire Protection and Crash-Rescue, for standard requirements and procedures.

XIII. Fueling Operations.

See Chapter 13, Fueling Operations, for standard requirements and procedures. Also see Appendix I, Remote Fuel Site Reminders List.

XIV. Helicopter Maintenance.

See Chapter 14, Helicopter Maintenance, for standard requirements and procedures.

Maintenance requirements for use of cooperator or military aircraft should be established by Letter of Agreement or Memorandum of Understanding (usually contained in the same LOA or MOU that authorized use of Pilots).

As stated previously, it is essential that a thorough preflight check of the aircraft be made to detect sabotage.

XV. Helibase and Helispot Management and Operations.

See Chapter 15, Helibase and Helispot Management and Operations, for standard requirements and procedures. Also see Appendix F, Daily Helicopter Operations Briefing/Debriefing Checklist.

Canines must be under the strict control of a handler at all times.

The following specifically applies to security during law enforcement helibase and helispot operations.

A. Helibase.

A Law Enforcement Officer (LEO) shall be at the helibase at all times. If a Helicopter Manager or Helibase Manager is a qualified LEO, he or she can act in this capacity.

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B. Helispots.

An LEO must be with the helicopter at all times while it is on site. At no time shall the helicopter shut down without an LEO present.

C. Overnight Security.

Unless set forth in the contract, agency law enforcement is not legally responsible for overnight security of the helicopter at an airport or other secured area. At other sites, however, it may be highly prudent for the agency to provide security.

D. Fuel Truck.

Fuel trucks shall be escorted through high risk areas by an LEO. Overnight security shall be under the same guidelines as the helicopter.

XVI. Administration.

Appendix D, Contract Administration; Agency Flight Payment Documents, provides guidance on helicopter administration, including Contracting Officer, Contracting Officer's Representative, and Project Inspector duties and responsibilities, completion of flight payment documents, etc.

Agencies may have specific guidelines on reporting non-revenue use of cooperator and military helicopters.

Attachment A. PNW Project Aviation Safety Plan

(Note; the PASP will be available via the web in the near future.)