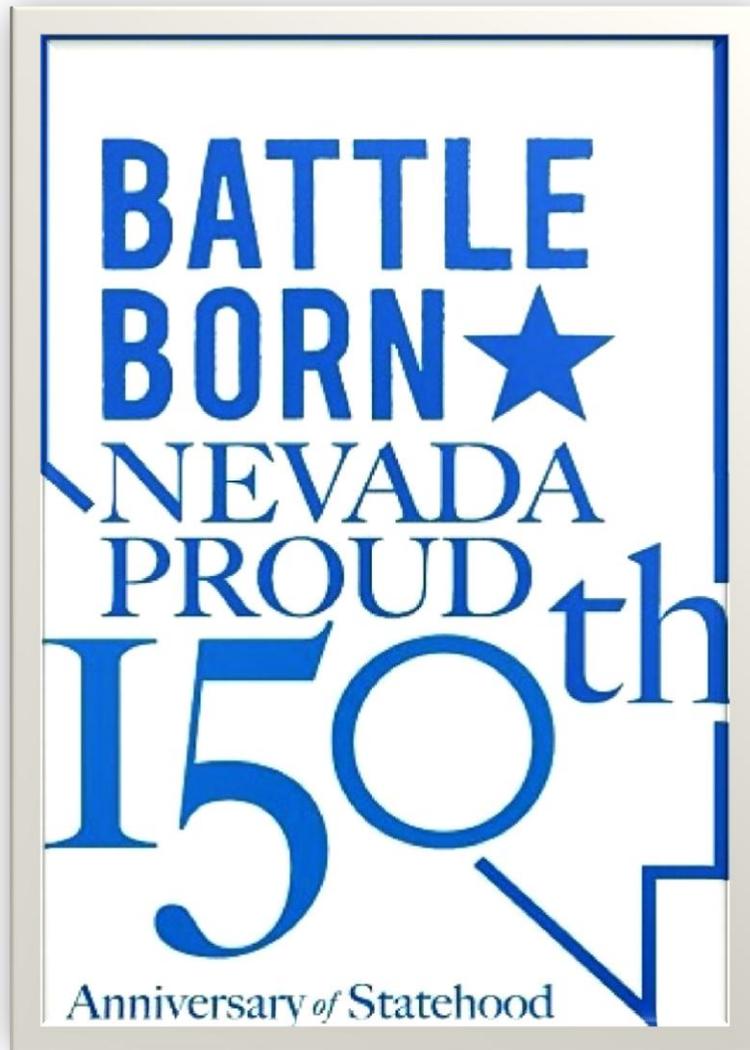


2014 BLM Nevada



State Aviation Plan



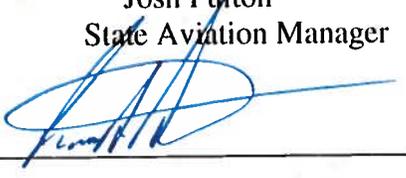
A Commitment to Aviation Safety



This plan has been:

Prepared By  Date 6/6/14

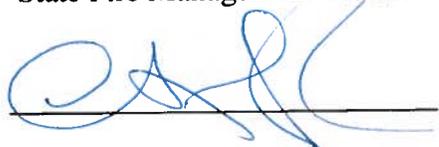
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The primary distribution of this document is electronic and available at:
[*BLM Fire and Aviation – Aviation Library*](#)

1.0 BLM Nevada – State Aviation Plan

1.1 Purpose

This plan sets forth policy, procedures and guidance to implement the Aviation Management Program for Bureau of Land Management (BLM) Nevada. The purpose is to clarify and standardize aviation management procedures and operations for all employees in the Nevada State Office, Districts and Field Offices. This plan is supplemental to *Departmental Manuals 350-354*, *BLM Manual 9400*, and the *BLM National Aviation Plan (NAP)*.

1.2 Mission Statement

The BLM Nevada Aviation Program provides for safe and efficient aviation services to meet land management objectives. Utilization of technology, sound aviation management practices, and highly trained and motivated personnel will reduce risk, loss, waste and expenditures.

1.3 BLM Nevada Aviation Philosophy

The highest priority in any aviation activity will be personal safety. Our goal is risk reduction, proactive hazard identification and accident prevention. The complex nature of the BLM aviation program, combined with the demanding flight environment of rough terrain and high density altitudes of Nevada, requires the guidance of a philosophy reflecting the basic tenets of safety. Our goal is to provide safe, effective and efficient aviation support for the BLM mission, while conducting our actions in accordance with this philosophical and regulatory guidance.

- An active and aggressive accident prevention program intended to protect our most precious assets - the people utilizing our services.
- We must be proactive in safety management.
- Risk Management will remain incorporated into all aviation operations.
- Line Managers are responsible for all aircraft missions.
- There must be planning for flight operations to include: safety, risk management, supervision, organization, and evaluation.
- Aviation personnel will be qualified and appropriately trained to meet or exceed standards set by Department of the Interior (DOI) and BLM policy.
- Aviation personnel will be provided emphasis and consideration for individual development, employee wellness and workforce diversity.
- The aviation organization will be maintained at the most efficient level commensurate with the BLM mission.
- Management has the responsibility to maintain the commitment to aviation safety and efficiency.
- District Office local policy and procedure cannot be less restrictive, different, or conflict with National or State policy.

1.4 BLM Nevada Aircraft Management Strategy

Exclusive use contracted fire aircraft are funded through the BLM National Aviation Office (NAO), and coordinated by the State Fire Management Officer (SFMO). The aircraft are intended primarily for initial attack. Discretion to utilize exclusive use aircraft for non-initial

attack operations within the district is at the District Manager (DM) level. Assignment of exclusive use aircraft outside of the state for extended attack fire or non-fire projects requires communication and coordination with the SFMO. The SFMO shall coordinate, with District FMOs, the movement of aircraft within the state based on established priorities and anticipated critical fire weather. In order to maximize effectiveness and efficiency, aviation resources should be centrally controlled, and operations must be locally executed.

1.5 Authority

This operational plan meets BLM policy requirement as described in the *BLM Manual 9400* and *BLM NAP*.

1.6 Policy

See *BLM NAP 1.6*

The BLM Nevada State Aviation Plan (SAP) is procedural policy for aviation program/operations under BLM Nevada operational control. The BLM Nevada SAP is issued under Instruction Memorandum (IM). In addition, the current version of the following Handbooks, Plans and Guides constitute BLM Aviation policy as specified in the BLM Manual 9400.

1.6.1 Handbooks

- *Aerial Capture, Eradication and Tagging of Animals (ACETA) Handbook*
- *Aviation Life Support Equipment Handbook (ALSE)*
- *Wild Horse and Burro Program Aviation Management Handbook*
- *Law Enforcement Short Haul Policy*
- *Military Use Handbook*
- *Interagency Aviation Transport of Hazardous Materials*

1.6.2 Plans

- *BLM National Aviation Plan*
- *BLM Nevada State Aviation Plan*
- *BLM District/Unit Aviation Plans*

1.6.3 Guides

- *Interagency Aerial Ignition Guide (IAIG)*
- *Interagency Aerial Supervision Guide (IASG)*
- *Interagency Airspace Coordination Guide (IACG)*
- *Interagency Airtanker Base Operations Guide (IATBOG)*
- *Interagency Helicopter Operations Guide (IHOG)*
- *Interagency Helicopter Rappel Guide (IHRG)*
- *Interagency Single Engine Airtanker Operations Guide (ISOG)*
- *Interagency Smokejumper Pilots Operations Guide (ISPOG)*

- *Interagency Standards for Fire and Fire Aviation Operations (Redbook)*
- *Interagency Aviation Training (IAT) Guide*

2.0 Aviation Management Organizations

2.1 Department of the Interior (DOI)

See *BLM NAP 2.1*

2.2 National Aviation Groups/Committees

See *BLM NAP 2.2*

2.2.1 BLM Aviation Management Group (AMG)

The BLM Nevada SAM is a member of the BLM AMG. The function of the group is to review and develop aviation management/operations procedures, policy and acquisition plans. As the BLM Nevada representative to the AMG, the SAM can take forward issues that Districts or State Office have to the SFMO. There is no formal issue submission protocol except to run through the normal chain of command. This group will address all fire aviation operations.

2.2.2 Great Basin Aviation Working Group (GBAWG)

The Great Basin Coordinating Group (BLM, USFS, NPS, USFWS, BIA, and States within Eastern and Western Great Basin Geographic Area Coordination Centers) charters an aviation working committee to consider any aviation issue germane to the Great Basin interagency aviation operations, and develop recommendations. Fire aviation issues can be brought forward through the Great Basin Operations Group or to the GBAWG representative. The BLM Nevada SAM serves as the BLM Nevada representative to this committee.

2.2.3 Other Groups and Committees

The BLM Nevada SAM will participate in other national level groups and committees as requested by NAO and approved by the State FMO.

2.3 Bureau of Land Management (BLM)

See *BLM NAP 2.3*

2.4 National Aviation Office - NAO (FA-500):

See *BLM NAP 2.4*

Reference *BLM NAP Appendix 1* for the NAO Staff contact information.

2.5 BLM Nevada

The BLM Nevada aviation program is managed at two organizational levels within the state - State Office and Districts. The State Office Fire and Aviation (NV-913) is responsible for the statewide aviation program. Districts are responsible for aviation activities conducted under BLM operational control within their district. BLM Nevada has six Districts: Winnemucca,

Battle Mountain (zoned with Winnemucca), Elko, Ely, Southern Nevada and Carson City. Districts are responsible for:

- Staffing aviation resources and equipping aviation managers and crews.
- Allocating funds to meet required aviation training (labor, flight time, travel, etc.).
- Allocate funds for non-fire aircraft contracts.
- Developing Project Aviation Safety Plans (PASP) for local projects utilizing aircraft.
- Developing agreements with cooperators for aviation support of district programs.

2.5.1 BLM Nevada State Director (SD)

The SD has overall responsibility for the state aviation program, which is delegated to the State FMO. Specific responsibilities are listed in the *BLM NAP section 2.4* and *350 DM 1 Appendix 3*.

- Disseminate Departmental and Bureau aviation policy and information.
- Promote the *BLM Aviation Safety Management System (SMS)*.
- Assign a liaison for any BLM Nevada aviation incident/accident investigation.
- Ensure adequate aviation management staff and funding in partnership with FA-500.

2.5.2 BLM Nevada State Fire Management Officer (SFMO)

The State FMO has the authority to prioritize allocation and pre-positioning of all aircraft, fire and non-fire, assigned to the BLM within the state. Aviation management authorities and responsibilities are described in the delegation of authority from the SD. Specific responsibilities are described in the *BLM NAP section 2.4*.

- Direct the statewide aviation program.
- Approves assignment of Nevada exclusive use aircraft outside of the state, coordinates with the NAO.
- Corrects unsafe fire suppression, aviation and fuels management activities.

2.5.3 BLM Nevada State Aviation Manager (SAM)

The SAM serves as the focal point for the state aviation program by providing technical and management expertise regarding the use of aviation resources.

The SAM has functional responsibilities in the following areas in addition to those described in *BLM NAP 2.5*:

- Conducts or coordinates SMS based assurance checks of aviation programs and activities under BLM Nevada operational control.
- Serves as a member of the Great Basin Aviation Working Committee (GBAWG) which is chartered under the Great Basin Operations Group.
- Serves as a member of the Aviation Management Group (AMG) which is chartered under the BLM Fire Leadership Team.
- Serves as a Contracting Officer Representative for BLM Nevada exclusive use contract aircraft and Lead Project Inspector for Battle Mountain/Stead/Winnemucca Full Service Retardant Base contracts.
- Coordinates State Office flight requests with the appropriate Dispatch Center.

- Serves as the statewide point of contact for airspace coordination issues. Coordinates with the NAO National Airspace Program Manager, and the multiple military bases in Nevada.
- Reviews all PASPs of “**High**” risk assessment level, and shall be courtesy copied all PASPs.
- The BLM Nevada SAM will participate in other national level groups and committees as requested by NAO and approved by the State FMO.

2.5.4 BLM District Manager (DM)

The DM has overall responsibility for aviation activities conducted within the district under BLM operational control. Aviation management and operational authorities and responsibilities are delegated to the District FMO, Unit Aviation Manager (UAM) and Dispatch Center Manager.

- See *BLM NAP 2.5* and *350 DM 1 Appendix 4* for list of major duties.
- Approves – Unit Aviation Management Plans, PASPs, and requests for new aviation contracts or programs.

2.5.5 Field Office (FO) Manager

This position is responsible for aviation activities supporting non-fire projects within the FO.

- Review and approve requests to use aircraft for resource projects.
- Review and/or approve PASPs.
- Coordinate projects using aircraft with the UAM.
- Coordinate aviation training needs of FO personnel as detailed in OAS Operational Procedures Memorandum (*OPM-04*) with the UAM.

2.5.6 District/Zone Fire Management Officer

This position is responsible for hosting, staffing, supporting, providing daily management and dispatching all BLM aircraft assigned to their unit.

- Authorized, through a line officer delegation, to request additional fire aircraft; establish priorities; and allocate all fire aircraft assigned to the BLM within their unit or zone.
- When directed by the State Office, will mobilize BLM aircraft and assigned personnel as directed.
- Delegates or performs the function of the UAM when this position is not assigned.

2.5.7 District/Zone Unit Aviation Manager (UAM)

See *BLM NAP 2.5* for list of major duties.

The UAM serves as the focal point for the district aviation program.

- Winnemucca and Battle Mountain Districts share a Zone UAM that provides service to the Black Rock, Humboldt River, Mt Lewis, and Tonopah Field Offices.
 - Elko District provides a stand-alone UAM that provides service to the Tuscarora and Wells Field Offices.
 - Ely and Southern Nevada Districts share a Zone UAM that provides service to the Egan, Schell, Caliente, Pahrump, and Las Vegas Field Offices.
 - Carson City District provides a stand-alone UAM for the Sierra Front and Stillwater Field
-

Offices.

The UAM has functional responsibilities in the following areas:

- Responsible for reporting daily fire aircraft utilization under district operational control to the SAM (via BLM NV Aviation Cost Tracker).
- Ensures all aircraft ordering and dispatching occurs through the appropriate fire dispatch center.
- Coordinates with the SAM any requests for: exclusive use aircraft contracting and performance requirements, contract modifications, extensions, change of start dates, request for new Aircraft Rental Agreements (ARA) vendor or aircraft.
- Assists district project leaders in development, review and briefing the appropriate level of signatory authority for PASP's per [BLM NAP 4.3.2](#)

2.6 Other Aviation Positions

Description of these positions and their duties are in [BLM NAP 2.6](#)

2.6.1 Aircrew Members

Aircrew members are classified for BLM aviation operations as those persons who are trained and qualified to perform an active mission function during the flight on an aircraft under BLM operational control. Aircrew members are not classified as passengers. Typical aircrew members include, but are not limited to:

- Aerial supervision – Air Tactical Group Supervisor (ATGS), Air Tactical Supervisor (ATS).
- Smokejumpers (Spotters and jumpers).
- Helitack/Rappel (Manager and crew).
- Resource (Non-Fire) Helicopter Manager (Certification requirements listed in [BLM NAP 2.6](#))
- Designated observers (fire detection, resource observer, fire recon).
- Law enforcement tactical operations.

2.6.2 Aircraft Dispatcher

See [BLM NAP 2.6](#)

2.6.3 Aircraft Manager

See [BLM NAP 2.6](#) for major duties. The aircraft managers include fixed wing, helicopter, airtanker base, single engine airtanker (SEAT), air tactical and detection personnel. Each manager complies with his/her appropriate interagency operations guide and is responsible for those items listed in [BLM NAP 2.6](#) and to meet OAS-23E workflow obligations for flight invoices.

2.6.4 Flight Manager

See [BLM NAP 2.6](#) for major duties. The flight manager is the government representative who ensures compliance with procurement document requirements and is responsible for coordinating the given flight or project and for completing workflow obligations for flight use invoices.

2.6.5 Passenger(s)

A passenger is defined as any person aboard an aircraft who does not perform the function of an aircrew member. See [BLM NAP 2.6](#) for definitions and requirements.

3.0 Administrative Requirements

3.1 General

This section establishes: definitions, management responsibilities, policies, and procedures for administration of the BLM Nevada aviation program. [BLM NAP 2.4](#) describes the overall administrative requirements.

3.2 Reporting and Documentation Requirements

General administration policy for BLM Aviation is found in [350 DM 1](#) and [BLM NAP 3.2](#).

- Districts are responsible for reporting daily the status and previous days' flight hours of BLM exclusive use fire aircraft and supplemental fire aircraft (On-Call, ARA, Cooperator) operating in their Unit. The SAM will send out notification of start-up and cut-off dates for reporting. The State Aviation Manager will be the collection and reporting point for Nevada.
- Fiscal year district aviation activity is to be reported to the SAM by October 20. The SAM will forward the required form to the UAMs by October 1.
- Aviation Safety Communiqué ([SAFECOM](#)) database reports will be submitted within 24 hours of the event.
- Accidents and Incidents-With-Potential will be reported to: (1) OAS Safety (1-888-4MISHAP), (2) SAM/State FMO/SD. For accident notification protocol see Section an [BLM NAP 5.12 Interagency Aviation Mishap Response Guide and Checklist](#)
- Contract Daily Diary will be maintained by contract Project Inspectors. Copies of all Aircraft Contract Daily Diary's will be forwarded to the SAM every 2 weeks. Significant contract performance events are to be documented and forwarded to the SAM. Contract related documents are to be maintained for 3 years after the final payment for the fiscal year.
- Each District and field Office will maintain an aviation reference library and aviation file(s) per BLM Preparedness Review Checklist #11 "[Aviation Management](#)".

3.3 Aviation Plans: State and Local Unit

The [BLM Manual 9400](#), Aviation Management specifies national aviation management policy. The national, state and unit aviation plans describe procedures that implement policy direction in the [BLM 9400 Manual](#). State and unit plans supplement national policies and procedures. State and district offices must not implement policy or procedures less restrictive than BLM national

aviation policy. If more restrictive procedure is required, a written request from the SAM is to be sent to the NAO. It could then be incorporated into the District Aviation Plan.

3.3.1 State Aviation Plan (SAP)

The SAP serves as an encompassing document for unit aviation plans. The State plan will be updated annually 30 days after issuance of the BLM NAP or prior to April 1. It will be issued, at the state level, by IM, and then submitted to the NAO for inclusion in the *BLM Aviation web site*. The Nevada State Aviation Plan will be disseminated to the field in electronic format.

3.3.2 Unit Aviation Plans

Unit aviation plans describe the district aviation management procedures, organization and responsibilities (See *BLM NAP section 3.3* for plan components). The plans are to be updated annually within 30 days of BLM Nevada State Aviation Plan issuance or prior to May 1. A copy of these plans will be forwarded to the SAM when approved.

3.4 Aircrew Orientation Briefing Package

It is recommended that districts develop *Pilot and Aircrew Orientation Guides* and hazard maps for briefing visiting aircrews/pilots and Incident Management Teams (IMT). The SAM will develop and distribute a basic guide to which the districts can attach pertinent information about their district/area.

3.5 Land Use Policy for Aviation Activities

Regulation of aviation activities on BLM land is described in resource management plans and wilderness management plans. The BLM aviation managers serve as technical advisors only to the SD, District Manager or FO Manager. Requests by private or other governmental entities to conduct aviation activities are addressed by the various management plans and/or use agreement protocols.

3.5.1 Temporary Aviation Operations

Those operations under BLM operational control and supporting BLM fire or resource management operations, on BLM land should be coordinated with the local resource advisor. Restrictions should be identified in a PASP or District Aviation Plan.

3.5.2 Fire Chemicals Aerial Application in Waterways

Any time there is an aerial application of fire retardants and suppressants (gels and foams) in waterways or inside the 300 foot buffer zone, a report from the District FMO of the application is required. The *2009 Policy for Aerial Delivery of Retardant or Foam near Waterways* defines waterway as: “Any body of water, including lakes, rivers, streams and ponds whether or not they contain aquatic life”.

- The incident commander will notify the District FMO who will then notify the Field Office Manager of the chemical application or spill.

- The assigned resource advisor will complete and process the *Wildland Fire Chemical Reporting Form (NIFC Form #9210-18)* and report the occurrence to MTDC (www.fs.fed.us/rm/fire).
- Operational Reference: *Interagency Standards for Fire and Fire Aviation Operations, chapter 12* and *FA-320 IM-2009-027*.
- For information regarding implementing invasive species control measures for aviation activities, relating to aerial application of fire chemicals, reference *BLM NAP 5.14*. The local resource advisor is the focal point for coordinating the reporting of any fire chemical aerial application in or near waterways.

3.6 Budget

See [BLM NAP 3.6](#).

The BLM fire exclusive use contracted aircraft are funded through the NAO. The positions to manage and work with the aircraft are budgeted at the state or district level. Non-Fire exclusive use contract and fleet aircraft are budgeted outside the NAO through a variety of sources.

3.6.1 Nevada Aviation Cost Tracker

An 'Aviation Cost Tracker' has been developed to track aviation related cost, flight time, retardant and water deliver, passengers and cargo transported and other items. The cost tracker will be used for all exclusive use aircraft assigned to BLM Nevada. It will also be used for any on call (CWN) aircraft assigned to BLM Nevada. This cost tracker is to be used for both fire and non-fire aircraft. An 'Aviation Cost Tracker' SOP will be distributed to the field from the SAM to the UAMs.

3.7 Aircraft Flight Service Ordering

See [BLM NAP 3.7](#)

Only flights with a scheduled air carrier on a seat fare basis and with payment utilizing their federal government credit card are initiated by individual BLM employees. Aircraft acquisition and procurement for all other flights are approved to be arranged only by IBC (AQD), (Exceptions - *353 DM 1.2.A & OPM-15*). These flights are scheduled, managed and arranged by qualified aviation and dispatch personnel in their respective BLM offices and approved at the appropriate management level (reference state and unit aviation plans).

3.7.1 Inter-Agency Agreements (IAA)

See [BLM NAP 3.7.1](#)

All DOI AQD Contract/ARA aviation services procured by BLM will be funded via an Interagency Agreement with AQD. This will require a substantial amount of lead time for Non-Fire aviation services to ensure the agreements for funding are in place before any flight activity takes place. The user of the aircraft must ensure that an Interagency Agreement (IAA) has been completed by their agency and accepted by DOI. That document will identify the amount, purpose, period of performance and source of the funding.

DOI AQD Contract/ARA Aviation Services Acquired in Support of Non-Fire Activities:

Aviation users must work with local UAM to assure Non-Fire aviation services are ordered in accordance with State/District protocols to include:

- Districts identify the need for a non-fire flight.
- UAM and Project Lead complete an *AQD-91 Flight Services Request Form / Best Value Comparison* to identify a particular aircraft and associated cost. A cost code with dollar amount must be included.
- UAM and Project Lead will complete a DOI Aviation Purchase Request (PR) Submittal Form (AQD-91), and forward a copy to Cindy Savoie and the SAM. NVSO completes a PR request in FBMS.

DOI Contract/ARA Aircraft Services Acquired in the Support of Fire Management Activities

The Department has determined that the intra-agency payment process utilized in 2013 is not cost efficient and beginning with FY14, has provided direction to create miscellaneous obligations for intra-agency agreements with AQD. Instead of agreement numbers such as L10PG00668 and L13PG00035, there will be a 10-digit numeric miscellaneous obligation number (ex. 45000#####). This obligation number will be disseminated by the National Aviation Office each fiscal year after the agreements for availability and DOI Fire are executed.

- Local dispatch office will order aircraft in accordance with Geographic Area and National Mobilization Guides. Once aircraft are identified by the dispatch process, the UAM or dispatcher will complete an *AQD-91 Flight Services Request Form / Best Value Comparison* to determine expected aircraft costs.
- The national IAA number for fire management activities (suppression, severity, fuels/Rx, emergency stabilization, burned area rehabilitation, and preparedness) will be placed in Block 12 of the IAA (L12PG00378).
- UAM or dispatcher will submit AQD-91's to AQD by email aqd91@ibc.doi.gov or fax to 208-433-5043, plus cc Cindy Savoie.
- The original copy of the completed AQD-91 will need to be retained at the local level where the activities were ordered.

3.8 Aircraft Contracts

Aircraft flight services in excess of \$25,000 require an Exclusive Use aircraft contract or the use of DOI On-Call or USFS Call When Needed (CWN) contract. Short term projects (< \$ 25,000) may utilize the DOI Aircraft Rental Agreement (ARA) or the On-Call contract.

The DOI On-Call and USFS CWN contracts are competitive bid contracts that do not have a \$25,000 limit like the ARA.

3.8.1 Non-Fire Exclusive Use Aircraft Contracts

See the *BLM NAP 3.8.1*

- Coordinate with the UAM as to project requirements.

- The UAM will develop aircraft requirements and document them using the *Request for Contract Services OAS-13* form.
- Submit request package to the SAM.
- The SAM will review the package and submit to the NAO.

3.8.2 Fire Exclusive Use Aircraft Contracts

See *BLM NAP 3.8.2*

- The SAM serves as the Contracting Officers Representative (COR) for all BLM Nevada exclusive use aviation contracts
- A Pre-Validation of Funds for Contract Award/Renewal OAS-16 form will also need to be completed and authorized by a budget officer. This is done by the NAO for exclusive use fire contracts.
- If a district wants to change the type or capability of their exclusive use contracted aircraft, a request is required to be submitted to the State FMO. After approval, the State FMO will submit a request to Deputy Assistant Director, FA-100.
- If an existing contract expires, the host district will coordinate with the SAM and NAO, and submit a new *OAS-13*.
- Start dates: The districts determine the start dates for their exclusive use contracts. The COR will coordinate with the Deputy State FMO and State FMO, NAO and the OAS Western Region and AQD Contracting Officer.
- The COR submits a *Notice to Proceed OAS-19* to the contractor.
- Once the Notice to Proceed is acknowledged by the contractor, the start date can be varied on either side of the published date by 14 days without requiring a contract modification.
- Contract extension: The contract exclusive use period can be extended on a day-by-day basis. Extensions must be agreeable to the BLM and the contractor. Funding the extension can be done through: severity, suppression, fire rehab, project or another agency with an exchange of funds agreement with BLM. Contract extension on Severity Funding must be requested by the District and approved by the National Office through the standard severity request process.
- A request to extend the contract is sent by the District through the COR to the NAO no later than **2 weeks prior** to the exclusive use period termination.

3.8.3 On-Call/Call-When Needed (CWN) Aircraft Contracts

See *BLM NAP 3.8.3* for further details.

3.8.4 DOI Aircraft Rental Agreement, Non-Fire (ARA)

See *BLM NAP 3.8.4* for details.

ARA aircraft are not authorized for tactical fire operations. Non-tactical operations that an ARA aircraft may be used for include; fire monitoring, fire detection, personnel or cargo transportation (non-Initial attack) etc. The ARA is used to procure flight services requested under a blanket purchase agreement (BPA), and are acquired under the authority of Federal Acquisition Regulations (FAR), Part 13, and BPA. These are not competitive contracts, thus have limitations

of \$25,000 total expenditure per ordered project. Project requirements of more than \$25,000 shall not be separated into several transactions to avoid expenditure limits. The OAS Regional Offices administer the ARA program through the Flight Coordination Centers. The OAS web site has a link to the Aircraft and Pilot Source List: http://OAS.doi.gov/fc/ara_order.htm

AQD-91 Flight Services Request Form / Best Value Comparison must be completed any time the on Aircraft Rental Agreement is used. Please incorporate a 14 day window of time prior to project start date for procurement process.

3.8.5 Contractor Evaluations

See *BLM NAP 3.8.5* for details.

In accordance with Federal Acquisition Regulation 42.1502, past performance evaluations shall be prepared at least annually and at the time the work under a contract or order is completed. The form *OAS-136A* is to be used for the contractor performance evaluation. The completed form is to be routed to the SAM, who will route a copy to the appropriate AQD Contracting Officer. Evaluations are required:

- ARA, On-Call or CWN contractor – After release of the aircraft, or every two weeks if the aircraft is kept on for an extended period of time, the aircraft manager will complete and send to the SAM.
- Exclusive Use – Mid season and at the end of season.

3.9 End Product Contracts

See *BLM NAP 3.9, 3.9.1 and 3.9.2* for details.

It is necessary for all levels of aviation management be involved in the planning of End Product Contracts. This will ensure a smooth transition from planning to implementation as well as avoid any discrepancies between the contract and BLM Aviation policy. When developing the scope of work for the contract, Aviation managers must ensure that BLM National Aviation Policy is followed. There is very specific language (listed in the NAP section 3.9.1) about what can and cannot be in an End Product Contract.

If an End Product Contract project area is within any Nevada Military Airspace, it is acceptable to describe any BLM coordination agreements with military airspace scheduling or range control authorities and that it is the contractors' responsibility to coordinate their activities with the scheduling office or Range Control. Close coordination is necessary to ensure compliance with applicable airspace coordination agreements that states have with military authorities. The BLM can not specify any aircraft performance or equipment standards or pilot qualifications.

3.10 BLM Supplemental Fire Aircraft Acquisition

See *BLM NAP 3.10* for details.

Fire Aircraft Needed to Fill Large Fire Orders: When exclusive use aircraft cannot meet all

demands, supplemental aircraft will be requested and acquired. The BLM exclusive use aircraft are primarily initial attack resources. If there is a request through the Resource Ordering Status System (ROSS) program for aircraft to fill orders for an extended attack fire, typically Type 1 or 2 IMT assignments, normal dispatch procedures will be utilized.

3.11 Cooperator Aircraft

See [BLM NAP 3.11](#) for details.

Use of state/local government, military or other federal agency aircraft by BLM employees will require prior inspection and approval by OAS unless the aircraft and pilot have already been approved. Proposed use of these aircraft must be requested through the SAM to the NAO.

Any BLM Nevada employee who is requested to participate in mission type of aircraft operations by another agency shall receive approval from their respective Unit Aviation Manager (UAM) or State Aviation Manager (SAM) prior to participation to ensure approvals are in place.

State Cooperators are encouraged to obtain necessary letters of authorization prior to fire season (reference [351 DM 4](#)). The Nevada Division of Forestry, Nevada Air National Guard, and Washoe County, based on successful pilot and aircraft carding, are annually approved by OAS as a Cooperator for BLM Nevada.

3.12 Senior Executive Service (SES) Flights

See [BLM NAP 3.12](#) for details.

Aircraft may be used to transport SES personnel to meetings, administrative activities or conduct mission type of flights. These flights are requested through the UAM and usually arranged by the appropriate local dispatch and WGBCC.

- Mission type of flights (non point-to-point) can be arranged without DOI Solicitors immediate involvement. Coordination prior to the flight with the SAM will be required.
- Transportation type of flights will require coordination and approval from the DOI Solicitors office by the SAM.

3.13 BLM Law Enforcement Flights

BLM law enforcement aviation statistics form shall be completed by the SAM and/or UAM for all law enforcement aviation operations that occur within their geographic area and submitted annually to the NAO (reference [BLM NAP 5.28](#)).

3.14 Search and Rescue (SAR) Flights

See [BLM NAP 3.14](#)

3.15 National Guard and United States Military Aircraft Flights

See [BLM NAP 3.15](#)

3.16 Unmanned Aircraft System (UAS) flights

See [BLM NAP 5.29](#)

3.17 Dispatching - Flight Requests

See [BLM NAP 3.17](#)

For all non-fire flights, the user must ensure that there is appropriate funding for the mission and that necessary supervisory approval has been granted. The [BLM form 9400-1a Flight Request](#) is required to be completed for all non-fire flights when a PASP is not completed. A Project Aviation Safety Plan (PASP) may be required depending on the project/flight complexities (see section 4.3.2). The UAM must review the [9400-1a Flight Request](#) and obtain approval by appropriate level of authority as determined by the Unit's Line Management and documented in the Unit Aviation Plan.

3.17.1 Categories of Flight with specific procedures regarding Flight Requests

See [BLM NAP 3.17.1](#)

3.18 Aircraft Use Payment Systems

[BLM NAP 3.18](#)

3.19 Coding for Flight Use Reports

[BLM NAP 3.19](#)

3.19.1 "Task Order" Number

The contract number to be identified on the OAS-23E forms is the appropriate **order number** that was issued by the CO for the applicable contract.

- Reference "Protocol and Guidance for Order Requesting & Invoices of DOI Contract Flight Use" located at <http://oas.doi.gov/apmd/index.htm> for protocols regarding Task Order Number for specific type of contract being utilized.

3.19.2 Billee Code

Billee Codes are a required field, for payment by OAS, on either the OAS-23E or AMS. The Billee Code is still the best method to query reports in AMS and should continue to be utilized for that purpose. See [Billee Codes](#) for a list of billee codes by agency.

- For Exclusive Use contract aircraft, the "Home Unit" billee code will be used regardless of the operating location for all Pay Item codes when utilizing a BLM Task Order number.

3.19.3 Cost Strings

Exclusive Use aircraft: All BLM fire Exclusive Use aircraft will charge all AV during the exclusive use period (excluding contract extension) to the following NAO cost string:

LLFA540000LF1000000.HT0000

- Do not use this cost string for anything other than AV during the exclusive use period.

- All other pay item codes (FT, SM, PD, EP, ET, SC, etc) will be charged to the appropriate office and benefiting activity, **not** to the NAO code.
- All BLM Fire Exclusive Use aircraft approved by the NAO for contract extension will charge all AV during the extension period to an approved Severity code or the benefiting activity when appropriate.

On Call/ARA or Severity Funded aircraft: All Pay Item codes including AV (AV, FT, SM, PD, EP, ET, SC, etc) will be charged to the appropriate office and benefiting activity. Severity codes will not be utilized for any charges that should be charged to a suppression code.

Suppression and severity formats are listed below:

- Fire suppression – **LLxxxxx000LF2000000.HU0000LFSPzzzz0000**; where **xxxxx** is the BLM Cost Center and **zzzz** is the “Fire Number”.
- All other severity aircraft – **LLxxxxx000LF2100000.HT0000LFSRyyyy0000**; where **xxxxx** is the BLM Cost Center and **yyyy** is the Severity charge code.

Mission Use Codes: Mission Codes apply only to AMS line entries for flight time. Each specific type of flight will have the unique mission use code recorded. Example: A helicopter flies a total of 2.1 hours, but does 1.1 hours of bucket work; 0.5 hours initial attack delivery of firefighters, and 0.5 hours of recon. Each type of flight will be shown on its own line entry with the specific mission use codes.

3.20 FEPP

Reserved section within the [BLM NAP 3.20](#).

3.21 FBMS

All flight use payments are done by OAS and the AMS program interfaces automatically with FBMS. All fire chemicals (retardant, foams and gels) expenditures/invoices (full service contract invoices and bulk product invoices) are entered into FBMS at the district level.

End of Year financial procedures are announced via the departmental and bureau instruction memorandum (IM) system.

3.22 Aviation Program Reviews

See [BLM NAP 3.22](#) (see also [BLM NAP 4.5.3](#) and NV Aviation Plan 4.5.3)

3.23 New Program Requests

New program requests involving aerial assets, not already approved by BLM, shall be routed through the Districts, SAM and State Director to the Aviation Division Chief for approval.

4.0 Safety

4.1 General

The BLM aviation safety program is modeled after the Federal Aviation Administration (FAA) and International Civil Aviation Organization (ICAO) Safety Management Systems (SMS).

Each BLM employee and contractor involved with aviation has the responsibility to plan missions thoroughly, conduct missions with a conservative attitude, and respect the aircraft and environment in which they are operating.

The BLM NAO Aviation Safety & Training Advisor is the focal point for the BLM national level program. SAM's are the focal point for state aviation programs, and the unit aviation manager (UAM) is the focal point for district/field office aviation program.

4.2 Safety Management Systems (SMS)

The SMS serves to structure the BLM existing safety initiatives and provides a review process for how well those initiatives function. Safety is a system that incorporates a pro-active approach to using hazard identification and risk management in all phases of an aviation operation and programs. The SMS has four major components: policy, risk management, assurance and promotion. More information is available [here](#).

4.3 Safety Policy

See [BLM NAP 4.3](#)

Aviation management policies describe: authorities, responsibilities, acceptable operating practices and administrative procedures. All aviation safety standards and policy requirements identified in the [BLM NAP 1.6](#) must be followed.

4.3.1 Aviation Life Support Equipment (ALSE)

See [BLM NAP 4.3.1](#) and the [DOI ALSE Handbook](#). **If required ALSE is not available, all flights will be cancelled or postponed until such time the required ALSE becomes available** Non-fire suppression helicopter flights require that all passengers and aircrew wear approved flight helmets.

Wildland firefighters assigned to wildland fire incidents may wear approved hardhats with chinstraps in lieu of flight helmets when being transported during fire operations from an established and managed helibase/helispot to another managed helibase/helispot. A managed helibase/helispot is established when there is a helicopter crewmember or helibase/helispot manager on the ground at the helibase/helispot before the passengers are transported to these locations. All other fire suppression helicopter flights such as reconnaissance, PSD, Infrared, cargo missions etc., require all passengers to wear flight helmets.

Initial attack helicopter operations require flight helmets for all on board during the initial attack deployment phase of the operation until a landing area meeting IHOG standards for operations and helispot management are met.

4.3.2 Project Aviation Safety Plans (PASP)

See [BLM NAP 4.3.2](#) plus the following:

A PASP is required for non-fire Special Use projects (mission type of flight). The level of planning and approval depends on complexity and scale of the project and level of risk. A 9400-1a form may be completed in lieu of the PASP for a low complexity/one-time non-fire mission flight. Fire suppression aviation operations are documented in the Unit Aviation Plan.

The PASP's are to be reviewed and approved by a Line Officer (District Manager, FO Manager or acting). Districts may delegate approval of low complexity projects to the UAM or other designated position if specified in the Unit Aviation Plan.

Projects that occur periodically over a season or fiscal year can have one PASP prepared and approved. In this situation a 9400-1a form will be required for each periodic flight. The 9400-1a approval level would be at the UAM level with a courtesy notification to the SAM.

For projects that are conducted by a unit's aviation operations group (helitack, aerial supervision, smokejumpers), if the missions are typical and routine to the operational group with mission risk assessment documented in the groups annual operations plan and the state and unit plan allows; then project/flight can be conducted, without a specific PASP, after completion of 9400-1a documentation.

PASP's will include the following information:

- Project Name/Objectives/Supervision
- Cost Coding Information
- Justification (for utilizing Aerial Resources)
- Project date and location
- Projected cost of aviation resources
- Flight Manager, Aircrew, passengers, participants
- Desired aircraft, make/model, pilot skills (included if available and/or specific N# and pilot to be noted on 9400-1a)
- Communication plan, Flight Following Procedures, Search and Rescue Procedures
- Flight routes/areas and altitudes
- Cockpit Sized Hazard Maps
- Hazard identification and Airspace coordination (e.g., weather, takeoff or landing weights, landing areas, wire hazards, military airspace, etc.)
- Project Area Maps
- Wire Strike Prevention (351 DM 1.9, C&D)
 - Flight Environment Considerations: Bureau projects often dictate that flights be conducted in close proximity to the ground where wires are prevalent
 - Risk Assessment/Hazard Maps: To reduce wire strike potential, it is critical that a risk assessment be conducted prior to all low level flights. A low level flight hazard map shall be constructed for the local operational area. All

preplanned low level flights require a thorough map reconnaissance of the route to be flown.

- Recommend flight buffers adjacent to power lines; ingress/egress to/from project
- Helispot/Unimproved Landing Site Information (description of take-off and landing areas)
- Manifest and Load Calculations and/or Weight and Balance Information
- Personal protective clothing and equipment (if required)
- Personnel qualifications and currency
- *OAS-91 Flight Services Request Form / Best Value Comparison*
- *BLM Form 9400-1a (front side only, if used for resource tracking by Dispatch)*
- Project Preflight Briefing Checklist - To include a check for aircraft and equipment approval
- After Action Review
- Aviation Risk Assessment utilizing the SMS Risk Assessment and Mitigation Worksheet (Aviation Risk Management Workbook) signed by the appropriate Line Officer
- Project Approval Signatures

Cockpit Sized Aerial Hazard maps may be accessed at: [sharepoint](#)

Project area maps should be completed utilizing GIS with an Aeronautical Sectional Chart background with overlay of the HMA or Project area. This will facilitate Airspace de-confliction with Military Schedulers. State and District “Known Aviation Hazard” Maps can be accessed at the NV BLM Fire and Aviation [sharepoint](#) site.

All PASPs shall be completed in narrative format following the outline above, with the exception of Aerial Ignition projects, which may utilize the standard format as found in the *Interagency Aerial Ignition Guide*.

PASPs and Risk Assessments will be reviewed and approved ***before implementation*** at the appropriate level based on the final risk level of the SMS Risk Assessment and Mitigation Worksheet.

Final Risk Level	Review Level Required	Approval Level Required
Low	Unit Aviation Manager	District/Field Office Manager
Medium	Unit Aviation Manager	District/Field Office Manager
Serious	State Aviation Manager	District Manager
High	State Aviation Manager	State Director

A good resource for aviation project planning can be found in the *Interagency Helicopter Operations Guide Chapter 3*. Personnel needing assistance with PASP requirements, content or examples should contact their local Unit Aviation Manager.

A courtesy copy of all approved PASP's will be forwarded to the *State Aviation Manager* at least 3 business days prior to project implementation.

4.3.3 Aircraft Accident Investigation Process

See [BLM NAP 4.3.3](#)

In the event of an aircraft accident, the Nevada SAM will act as a liaison between the District and the investigation team.

4.4 Risk Management

See [BLM NAP 4.4](#)

- Risk Management Process
 - Identify Hazards
 - Assess Hazards
 - Develop Controls/Make Decisions
 - Implement Controls/Execute and Monitor
 - Supervise and Evaluate

4.5 Assurance

The BLM Nevada Aviation SMS Assurance Program consists of monitoring of aviation activities by UAMs, SAM and NAO program managers.

- UAM and Aircrew supervisors conduct after action reviews (AAR) of projects, fire suppression operations, SAFECOM events.
- UAMs will forward any significant AAR findings to the SAM.
- Morning fire aviation operational briefings will have discussion of the following: previous day aviation operations, today's planned operations and airport risk matrix, local and national weather/situation report, 6 minutes for safety aviation topic or SMS risk assessment topics.
- UAMs will review PASP and risk assessments that are prepared by project aviation operations personnel.
- The SAM will review all serious and high risk rated PASPs, and will monitor all PASPs.
- The SAM will make site visits of airbases, projects and fire incidents. Coordination with the District FMO and UAM will be done, and results communicated to the State FMO, District FMO and UAM.

4.5.1 Aviation Safety Assistance Team (ASAT)

See [BLM NAP 4.5.1](#)

The Geographic Mobilization Guides detail ordering procedures. Coordinate with the SAM for facilitation of ASAT requests.

4.5.2 Aviation Safety Communiqué (SAFECOM)

See [BLM NAP 4.5.2](#). Aviation operations under BLM Nevada operational control that have reportable events will be reviewed at the SAM level. The SAFECOMs are reportable by anyone

who witnesses or has specific knowledge of an event. Reports should be sent to the UAM. SAFECOM events for BLM Nevada aircraft/aircrews that occur under other operational control should have a courtesy copy sent to the SAM.

- SAFECOMs can be reported several ways in order of preference – (1) Through the SAFECOM web site – www.safecom.gov; (2) Phone 1-888-4MISHAP; (3) Paper form that is faxed or mailed to NVSO; (fax: 775-861-6668; 1340 Financial Bl., Reno, NV 89520).
- Events that are significant in their potential to be accidents are generally classified as Incidents with Potential (IWP).
- Incidents with Potential will be reported immediately to the UAM, FMO and the SAM. The SAM will inform the State FMO, SD and BLM FA-500.

4.5.3 Program Evaluations, Fire Preparedness Reviews, Site Visits

See [BLM NAP 4.5.3](#) and [BLM NAP Appendix 6](#)

- Nevada is scheduled for an OAS Aviation Program Evaluation in 2014.
- Nevada will complete Fire Preparedness Reviews on an annual basis.

4.6 Safety Promotion

See [BLM NAP 4.6](#)

The BLM must promote safety as a core value with practices that support a positive safety culture. BLM Aviation Managers are encouraged to promote aviation safety and accident prevention at every opportunity, within all fire and non-fire programs. Line Managers play a critical role in establishing a just safety culture at the State and District levels.

4.6.1 Lessons Learned

See [BLM NAP 4.6.1](#). The UAM can submit to the SAM aviation lessons learned from After Action Reviews (AARs) or events. The SAM will coordinate development of the lessons learned document and submit it to FA-500 Aviation Safety.

4.6.2 Aviation Safety Awards

See [BLM NAP 4.6.2](#). The UAM is the focal point for air awards for events occurring on their districts. The UAM will coordinate with the SAM who will sponsor the award with NAO Safety.

5.0 Operational Policy

5.1 General

BLM Nevada engages in many aviation operations supporting fire management and resource management programs. BLM law enforcement is also engaged in aviation operations typically with cooperator agencies such as County Sheriff Departments, State of Nevada, US Drug Enforcement Agency, and Nevada National Guard. The work and environment is dynamic in

nature and requires attention to standard operating procedures, good mission planning and continual evaluation and control of the inherent hazards/risks.

BLM Nevada has exclusive use contracted aircraft and the crews, management and support facilities for fire management. The Fire and Aviation programs of the State Office and the Districts provide aviation expertise and management for all BLM Nevada programs.

5.2 Policy, Operational Guides and Handbooks

A list of all of the BLM aviation policy documents can be found in the *BLM 9400 Manual* and See *BLM NAP 1.6*

5.3 Public/ Civil Aircraft Operations

See *BLM NAP 5.3*

5.4 BLM Employees on Non-BLM Aircraft

See *BLM NAP 5.4*

5.5 Passengers

See *BLM NAP 5.5*

5.6 Emergency Exception to Policy

See *BLM NAP 5.6*

5.7 Categories of Flight

See *BLM NAP 5.7*

5.8 Flight Planning

See *BLM NAP 5.8*

5.9 Flight Following

See *BLM NAP 5.9*

Automated flight following should be the method of choice for flight following within Nevada BLM. The requirements within the *BLM NAP* and *National Interagency Mobilization Guide* will be followed when using AFF. If available, an approved local flight following frequency will be used for flight following in lieu of local repeater frequencies or National Flight Following.

5.10 Radio Frequency Management/Communications

See *BLM NAP 5.10*

UAM's and Dispatch Centers will monitor Air Guard, National Flight Following, and nationally assigned air to ground and air to air frequencies for proper use as described in *Interagency Standards for Fire and Aviation Operations Chapter 15*.

5.11 Overdue, Missing or Downed Aircraft

See [BLM NAP 5.11](#)

5.12 Mishap Response

See [BLM NAP 5.12](#)

The [Interagency Aviation Mishap Response Guide and Checklist](#) is available on the OAS web site and through the fire cache system.

Each district will have an [Interagency Aviation Mishap Response Guide and Checklist](#) updated annually and with complete BLM notification information. In the event of a missing aircraft or known accident under BLM operational control or an event involving a BLM Nevada aircraft/aircrew, districts are to follow the Mishap Response Guide and Checklist. Immediate notification will be made in order of immediate availability: State Aviation Manager, State FMO or Deputy State FMO and State Director or Associate State Director.

The *SAM will notify the State FMO, NAO Aviation Safety Manager, NAO Operations, NAO Division Chief, SD and/or ASD, NVSO Safety Manager and NVSO External Affairs.

*In the absence of the SAM, State FMO, Deputy State FMO or acting will make the contacts.

5.13 Transportation of Hazardous Materials

See [BLM NAP 5.13](#)

Nevada BLM employees involved in transporting hazardous materials by aircraft will complete the IAT course A-110 Aviation Transport of Hazardous Materials and maintain currency every three years. A-110 is available on the [Interagency Aviation Training](#) website.

- See also: [Interagency Aviation Transport of Hazardous Materials Guide](#)

5.14 Invasive Species Control

See [BLM NAP 5.14](#)

5.15 Fire Chemicals and Aerial Application Policy Near Waterways

For operational guidelines on use of fire chemicals reference the Redbook, Chapter 12.

See [BLM NAP 5.15](#)

5.16 Search and Rescue (SAR)

Agency Line Officers, Managers or an Incident Commander may direct agency personnel to participate in SAR aviation missions on or over public lands. All personnel involved with SAR operations should remain within the scope of their employment. Proper planning, risk assessments, and mission briefing prior to an event will significantly reduce risk and improve the odds of success. Federal employees who are involved in an event which there clearly exists an imminent threat to human life, and there is insufficient time to utilize approved methods, may

deviate from policy to the extent necessary to preserve life (reference 350 DM 1.2, BLM NAP 5.6 Emergency Exception to Policy). Please reference [BLM NAP 3.13](#) for specific guidance to SAR operations.

5.17 Large Airtanker (LAT), Very Large Airtanker (VLAT) and CL-215/415 (Scoopers) Operations

Large Airtankers are a national resource and their primary mission is initial attack. GACC's mobilize these aircraft according to National and Geographic Area Mobilization Guides. In addition to federally contracted airtankers, military airtankers with the Modular Airborne Fire Fighting System (MAFFS 2) and cooperator aircraft may be contracted to supplement the fleet. Operational considerations concerning LAT, VLAT, and Scoopers can be referenced in the [IASG](#).

5.18 Airtanker Base Personnel

See [BLM NAP 5.18](#)

5.19 SEAT Operations

SEAT's are a national resource and their primary mission is initial attack. Mobilization is managed by dispatch centers with support of a national SEAT coordinator (SECO) with fire and aviation manager input. Operational considerations concerning SEAT's can be referenced in the [ISOG](#) and the [IASG](#).

- SEAT Manager (SEMG) responsibilities are outlined in the ISOG, and their training and currency requirements are contained in NWCG [PMS 310-1](#).
- Utilization of remote/satellite SEAT bases must be in compliance with ISOG requirements.

See also [2014 Standard Operating Procedures for DOI National Exclusive Use SEATs](#)

5.20 Foreign Airtanker Operations

See [BLM NAP 5.20](#)

5.21 Aerial Supervision/Leadplane Operations

See [BLM NAP 5.21](#)

Aerial supervision primary function is to manage incident airspace and assist the IC with fire information, tactical direction of aerial resources and communicate potential developing firefighter and public safety situations. When available, aerial supervision **will** be dispatched to provide assistance to Incident Commanders (IC) regarding: fire behavior, weather monitoring, assisting crews with access, operational mapping and communication link. Aerial supervision can be sent even if other aerial resources are not dispatched ([See BLM Operations Alert 01-10](#)). Lead plane or Aerial Supervision Module (ASM) is required to be ordered for "congested" ([Interagency Aerial Supervision Guide](#)) airspace incidents that have retardant dropping operations. The response speed of aerial supervision aircraft is faster than any other resource and should be utilized to maximize initial attack safety, effectiveness, and efficiency. This includes responding to incidents outside of dispatch zone and GACC boundaries.

5.21.1 Aerial Supervision Personnel

See [BLM NAP 5.21.1](#)

5.22 Helicopter Operations

See [BLM NAP 5.22](#)

5.22.1 Helitack

See [BLM NAP 5.22.1](#)

Hover fill:

If any Exclusive Use Helitack Program envisions utilizing hover fill operations, items such as training, risk management, and operational procedures, etc. must be identified within their base Standard Operations Procedures.

5.22.2 Rappel

BLM Nevada does not have a Helicopter Rappel Program. Other agencies assigned to BLM Nevada incidents may utilize helicopter rappel operations if authorized and qualified by their agency.

5.22.3 Cargo Letdown

See [BLM NAP 5.22.3](#) and [Appendixes 8 & 9](#), and the [Interagency Helicopter Rappel Guide](#) for specific requirements.

5.22.4 Shorthaul

BLM Nevada does not have an approved Helicopter Shorthaul program. Other agencies assigned to BLM Nevada incidents may perform Helicopter Shorthaul operations in support of BLM missions if authorized and qualified by their agency.

5.22.5 Rope Assisted Deliver System (RADS)

See [BLM NAP 5.22.4](#)

5.23 Aerial Ignition Operations

See [BLM NAP 5.23](#) plus the following:

The BLM Nevada has equipment (PSD) and qualified personnel on all Exclusive Use helitack crews (Ely, Elko and Southern Nevada). Anytime that a district requires a helitorch, the equipment and personnel will have to be obtained from cooperators (BLM, USFS, NPS) or from contractors listed on the OAS On-Call small helicopter contract. At least one month lead time will be needed for contractor provided helitorch operations. The SAM will coordinate with FA-500 and AQD.

5.24 Wild Horse and Burro Operations

See the *BLM Wild Horse and Burro Program Aviation Management Handbook H-4740-1* and OAS's *On-Call BLM Wild Horse and Burro Contract*.

If BLM employees will act as aircrew members or passengers during herding operations, it must be noted in a Project Aviation Safety Plan and approved according to the Final Risk Level on the associated Risk Assessment. **No agency personnel shall be onboard the aircraft during drive trapping and capture operations.**

5.25 Aerial Capture, Eradication and Tagging of Animals

See *BLM NAP 5.25*

5.26 Smokejumper Operations

See *BLM NAP 5.26* plus the following:

BLM Nevada has satellite jump bases at Winnemucca, Ely, and Stead, along with reload caches at Battle Mountain, Elko and Southern Nevada.

5.26.1 Smokejumper Personnel

See *BLM NAP 5.26.1*

5.27 Light Fixed Wing Operations

See *BLM NAP 5.27* plus the following:

The BLM Nevada aerial supervision planes can be utilized for detection, fire recon, and resource management flights. The primary mission of the planes is aerial supervision on incidents. If other missions for the planes are planned, the District FMO or Duty Officer is the point of contact.

5.27.1 Low-level Flight Operations (Less than 500' AGL):

See *BLM NAP 5.27.1*

5.27.2 Fire Reconnaissance or Patrol flights

See *BLM NAP 5.27.2*

5.27.3 Non-Fire Reconnaissance/Aerial Observer

See *BLM NAP 5.27.3*

5.27.4 Single Engine IFR/Night Flight

See *BLM NAP 5.27.4*

5.27.5 Backcountry Airstrip Operations

See *BLM NAP 5.27.5*

5.28 Law Enforcement Operations

See *BLM NAP 5.28*

5.29 Unmanned Aerial Systems

See *BLM NAP 5.29*

5.30 Fleet Aircraft

See *BLM NAP 5.30*

6.0 BLM Aviation Training

6.1 General

Unit Aviation Managers will monitor employees within their units for compliance with required aviation training. Supervisors of BLM Nevada employees will ensure employees meet all aviation training requirements as noted in *PMS 310-1 Wildland Fire Qualifications System Guide*, *Interagency Standards for Fire and Aviation Operations (Redbook)*, *2014 IAT Guide*, and *BLM National Aviation Plan* prior to the employee engaging in any aviation activities.

6.1.1 Fire Training and Qualifications

See *BLM NAP 6.1.1*

6.1.2 Aviation Training for Non-Fire Flight Activities and Positions

See *BLM NAP 6.1.2*

The DOI Aviation User's Training Program (IAT) regulates the "non-fire" aviation training requirements for bureau personnel. Individuals holding a current qualification under the Incident Qualification Certification System (IQCS) are also qualified to perform some equivalent non-fire aviation positions under IAT guidelines and do not require additional IAT training.

- Reference: <https://www.iat.gov/>
- For BLM Smokejumper specific non-fire positions reference *BLM NAP Appendix 9* (BLM Smokejumper Positions to Interagency Aviation Training (IAT) Functional Crosswalk).

6.2 Management Responsibilities

Supervisors and managers are those individuals that have management or supervisory oversight responsibilities for programs using aviation resources for mission accomplishment.

6.2.1 Supervisory Personnel

See *BLM NAP 6.2.1*

Supervisors should reference *OPM-4* and *Interagency Aviation Training Guide* for further information on required training.

6.2.2 Line Managers

See *BLM NAP 6.2.2*

6.2.3 Aviation Managers at the Local, State and National Level

See [BLM NAP 6.2.3](#)

The training requirements for aviation managers can be found in *OPM-4*, IAT Requirements Matrix. An in-depth description of each position and role can be found in the *Interagency Aviation Training Guide*.

6.2.4 Aviation Contracting Responsibilities COR Training Requirements

See [BLM NAP 6.2.4](#)

6.2.5 Contractor and Cooperator Pilot Training

BLM aviation managers at all levels are responsible for assuring that contractors and cooperators are provided adequate briefings of mission requirements, standards and procedures. This may be accomplished through classroom training, computer-based training, simulations, pre-work conferences, aircraft and pilot inspections, pre-flight briefings or other appropriate venues.

6.3 Instructor Standards

Standards for NWCG Instructors are outlined in NWCG [PMS 901-1 Field Manager's Course Guide](#).

Instructors for IAT courses will meet the IAT trainer requirements of the [Interagency Aviation Training Guide](#).

6.4 Records Management

Reserved

6.5 Tuition and Travel

Reserved

6.6 Development

Reserved

7.0 Airspace Coordination

7.1 Interagency Airspace Coordination

See [BLM NAP 7.1](#)

7.2 Flight Planning, Hazards, and Obstructions

See [BLM NAP 7.2](#) plus the following:

The SAM will coordinate with the NVSO Fire GIS personnel to develop and produce an annual flight hazard briefing map for all BLM Nevada districts. The maps will depict dispatch jurisdiction, military (MOA, RA and MTR) and FAA Class B, C airspace, BLM fire airbases, towers, wires, wind turbine farms, other aviation hazards. The UAMs are responsible for sending the SAM updated hazard information.

7.3 Fire Traffic Area

See [BLM NAP 7.3](#)

7.4 Temporary Flight Restriction

See [BLM NAP 7.4](#)

7.5 National Firefighting Transponder Code (1255)

See [BLM NAP 7.5](#)

All Nevada BLM contracted aircraft will utilize transponder code 1255 while directly engaged in fire operations unless otherwise directed by an air traffic control facility.

7.6 Airspace Boundary Plan

See [BLM NAP 7.6](#) plus the following:

Anytime that aircraft are dispatched to or are operating within a 10 nm corridor along dispatch centers jurisdictional boundaries, a notification to the affected dispatch center is required. The sending dispatch is responsible for the notification.

7.7 Airspace Deconfliction

See [BLM NAP 7.7](#)

Dispatch units must de-conflict any flight that will occur in special use airspace.

7.8 Airspace Conflicts

See [BLM NAP 7.8](#)

Any airspace conflicts that occur will be report to the SAM as soon as possible.

7.9 Operations Along Foreign Borders

See [BLM NAP 7.9](#)

7.10 Airspace Letter(s) of Agreement

BLM Nevada has a Letter of Agreement (LOA) with the Utah Test and Training Range (UTTR), Nellis Test and Training Range (NTTR), Fallon Naval Air Station, and Mountain Home Air Force Base.

The LOA details specific requirements for BLM controlled aircraft to enter special use airspace. See the MOU for specific requirements.

7.11 Emergency Security Control of Air Traffic (ESCAT)

See *BLM NAP 7.11*

8.0 Aviation Security – Facilities/Aircraft

Districts are responsible for completing the *DOI Field Reference Guide for Aviation Security for Airports or other Aviation Facilities (AAF)* on an annual basis. A copy of the completed document will be kept by the UAM and forwarded to the SAM.

8.1 Aviation Security Policy

See *BLM NAP 8.1*

8.2 USFS Facilities Security Requirements

Reserved

8.3 USFS Security Response Actions

Reserved

8.4 General Aviation Security Awareness Programs

See *BLM NAP 8.4*

8.5 Cooperators Aircraft Security

See *BLM NAP 8.5*

8.6 Aircraft Physical Security Requirements

See *BLM NAP 8.6*

8.7 Aviation Facility Security – Suggested Enhancements

See *BLM NAP 8.7*

8.8 Exceptions

See *BLM NAP 8.8*

8.9 Transportation Security Administration (TSA)

See *BLM NAP 8.9*

9.0 Aviation Facilities**9.1 General**

All BLM aviation support facilities will be constructed, maintained, and operated in compliance to applicable regulations/direction of DOI, BLM, FAA, OSHA and lease agreements.

9.2 Aviation Facilities (Permanent and Temporary)

See [BLM NAP 9.2](#)

9.3 Temporary Operations Bases

See [BLM NAP 9.3](#)

9.4 Safety

See [BLM NAP 9.4](#)

9.5 Permanent Facility Construction Planning/Funding and Maintenance

Reserved

9.6 BLM Owned/Operated Airstrips

Reserved

See [BLM NAP Appendix Contents for Further Information:](#)

1. BLM National Aviation Organization Directory
2. BLM Fire Acquisition Plan
3. SES Flight Scheduling Guide
4. Latitude – Longitude Information
5. BLM SAFECOM Management Roles
6. OAS Aviation Program Evaluation Schedule
7. BLM Cargo Letdown Protocol
8. BLM Cargo Letdown Trainee Qualification Record
9. BLM Smokejumper Positions to Interagency Aviation Training (IAT) Functional Crosswalk
10. BLM Fleet Aircraft Standard Operations Procedures
11. Task Sheet for the Position of Resource Helicopter Manager
12. BLM Aviation Enhancement Application Form
13. Acronyms