AIRCRAFT DISPATCHER

UNIT 1 – AIRCRAFT FLIGHT PLANNING

LESSON C – AIRCRAFT ORDERING PROCEDURES

INSTRUCTIONS TO THE INSTRUCTOR

Unit 1 is composed of four lessons; consider using more than one qualified instructor to teach this unit.

This lesson uses a combination of instruction and scenarios. The instructor should be familiar with the format of the scenarios as presented in the Student Guide, the PowerPoint slides, and the Instructor Guide. Teaching points have been placed at the beginning of some scenarios. PowerPoint slides have been created that reflect the answers to the questions asked of the students; be sure not to show the slide to the class until students have had the opportunity to formulate their own responses.

Slides–typically Flight Requests and Resource Orders—may have two color areas. The red areas express the information that will come from the requestor to the aircraft dispatcher. The blue areas express the information that the aircraft dispatcher must provide on the Flight Request/Resource Order to secure the flight.

Scenario 1 will be presented as a walk-through exercise by the lead instructor to the entire class. The instructor will provide the answers and discuss questions as they arise.

Scenarios 2 - 5 will be presented as a group exercise to the entire class by the instructor. Scenario 2 has more information than Scenarios 3-5 as the instructor should be able to walk the students through the information without specific blocks identified in the Instructor Guide.

Scenarios 6 - 10 are to be presented as breakout exercises. Some of the material may be difficult for the groups. Discussion is encouraged to reach a solution to the scenario. This may be a trial-by-error situation but should be a worthwhile teaching method.

One blank Aircraft Resource Order and one blank Overhead Resource Order have been provided in the Student Guide for each scenario (Scenarios 6-10). Instruct

students that they may or may not need both Resource Orders to complete each scenario. Four extra blank Resource Orders (2 each—Aircraft and Overhead) have been provided at the end of Lesson 1C in the Student Guide.

Keep the breakout exercises short and to-the-point. After the students discuss the scenario in their groups, the lead instructor will use the PowerPoint presentation to present the textbook answers to each scenario.

If time is a factor when Scenario 6 is reached, the instructor has the option of giving groups different scenarios and having those groups report their findings to the class. Ensure that the lecture material within the scenarios is discussed during the answer review process.

DETAILED LESSON PLAN OUTLINE

CURRICULUM: BLM Fire and Aviation Training

COURSE: Aircraft Dispatcher

UNIT: 1 - Aircraft Flight Planning

LESSON: C - Aircraft Ordering Procedures

SUGGESTED TIME: 2 hours

TRAINING AIDS: Overhead projector or computer with CD-ROM and computer projector; projection screen; markers, masking tape or tacks; handouts; flip chart

OBJECTIVES: Given a simulated wildland fire incident, case study, or exercise, students will be able to

- Determine the type of form to be used when given a request for an aviation resource.
- List five critical elements required to begin processing a Flight Request.
- Determine the Resource Order(s) needed to process a tactical mission request.

OUTLINE	AIDS & CUES
Introduce the lesson.	01C-01-ACDP-EP
Present the lesson objectives.	01C-02-ACDP-EP 01C-03-ACDP-EP

OUTLINE	AIDS & CUES
Walk the students through Scenario 1 providing the answers with discussion as needed. This will acquaint students with the process they are to follow in assessing the other nine scenarios. As the scenarios progress, there will be less emphasis placed on the instructor and more on the students.	
I. SCENARIO 1	01C-04-ACDP-EP
A request is made for a point-to-point flight from Ely, Nevada, to Reno, Nevada, to drop off three BLM employees for training.	
Refer students to Unit 1A for definitions of "Type of Mission."	
A. Determine the Type of Mission	01C-05-ACDP-EP
Is the mission. . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: The type of flight is administrative.	01C-06-ACDP-EP
Sections 2 and 3 below present general information that should be given to the students. The actual selections of the aircraft for the scenarios have been done for the scenarios. Students will not select the source and type of aircraft for the scenarios. Discuss with the students the process and reasons for the selections.	

OUTLINE	AIDS & CUES
B. Select the Appropriate Aircraft	01C-07-ACDP-EP
1. Information Sources	
• Use the Flight Request as a guide	
• Lowest price is NOT always the least expensive	
Discuss the difference between cost per hour versus air speed comparisons with the students. A less expensive rate, slower aircraft may cost more than a faster, higher rate aircraft.	
• Aircraft Identification Guide (NFES #2393)	
• OAS Website (www.oas.gov)	
• Vendor	
2. Factors to Consider When Hiring Aircraft	01C-08-ACDP-EP
• Day/Night	
• IFR/VFR (Instrument Flight Rules/Visual Flight Rules)	
• Number of passengers–actual insured seats	
• Cargo-cubes & pounds	

OUTLINE	AIDS & CUES
Discuss with students the issue of dimensions of cargo. Some items may meet the weight requirement for a flight but will not fit through the doors of the aircraft (e.g., ATMUs). Pilots and ramp personnel are excellent resources.	
• Distance/Aircraft Speed	
• Runway/Elevation	
• Temperature/Weather	
– Obtain pilot input	
3. Determine Source	01C-09-ACDP-EP
a. Local unit (contract or agency-owned)	
b. Adjoining units (contract or agency-owned)	
c. Aircraft Rental Agreement (ARA)/Call-When-Needed (CWN)	
C. Select the Ordering Process	01C-10-ACDP-EP
1. Flight Request	
2. Resource Order(s)	
• Aircraft	
• Helicopter	
• Overhead	
• Equipment	

OUTLINE	AIDS & CUES
Answer: This flight requires the use of a Flight Request.	01C-11-ACDP-EP
Refer students to the Flight Request on pages 01C-29 and 30 of the Student Guide. Use Scenario 1 as an example for completing the Flight Request.	01C-01-ACDP-IR SG page 01C-29 SG page 01C-30
D. Complete a Flight Request	
1. Supply the Cost-Account, Management Code(s)–Box 1	01C-12-ACDP-EP
Example: NV-040-2810-HT	
2. Select the Flight Type and Desired Aircraft	01C-13-ACDP-EP
Answer: As stated in the scenario, this is a point-to-point flight. Airplane is the option that has been selected by the requestor.	
3. Identify the Mission Objective/Special Needs	01C-14-ACDP-EP
Answer: Transport personnel for training.	
4. Supply the Passenger/Cargo Information–Box 2	
• Name/Type of Cargo	01C-15-ACDP-EP
Example: Rex Luttrell **Bill Dunn** **Ron Taylor**	

OUTLINE	AIDS & CUES
• Pounds/Cubic Feet	
Example: 175 **185** **305**	
• Airport Information	01C-16-ACDP-EP
– Depart Airport	
– Destination Airport	
Example: RNO	
– Return To	
Example: ELY	
5. Flight Itinerary–Box 3	01C-17-ACDP-EP
• Depart From	
Example: ELY	
• Arrive At/ETA	
Example: RNO/0930	
E. Aircraft Information	
1. Select a Source/Vendor	01C-18-ACDP-EP
• Local	
– ARA/Contract	
– Agency-owned	

OUTLINE	AIDS & CUES
– Exclusive-Use Contract	
An "ARA/contract" was selected for this scenario.	
2. Consult the ARA/Contract "Source List"	01C-19-ACDP-EP
F. Complete the Flight Request	
Review the fields in blue with the students. This is the information that the aircraft dispatcher must complete on the Flight Request. The red fields are the information that the aircraft dispatcher receives from the flight requestor.	01C-20-ACDP-EP
• Aircraft Information	
• Flight Itinerary	
• Flight Following	
• Method of Resource Tracking	
• Administrative	
• Review–corresponds with analysis on the back of the form	
Review the back of the Flight Request with the students.	
G. Hazard Analysis and Dispatch/Aviation Manager Checklist	01C-21-ACDP-EP
1. Part I–Mission Flight Hazard Analysis	
2. Part II–Dispatcher/Aviation Management Specialist Checklist	

OUTLINE	AIDS & CUES
3. Part III–Approvals	
Refer students to pages 1C-31 and 32 of the Student Guide for a completed Flight Request.	01C-02-ACDP-IR SG page 1C-31 SG page 1C-32
Present Scenario 2 to the students. This flight involves a night flight. See if the students can determine the uniqueness of this flight without your immediate input.	
II. SCENARIO 2	01C-22-ACDP-EP
A flight is ordered to transport overhead from Redding, California, to Kalispell, Montana, for a fire assignment.	
Example: Cathy Johnson, O-38, STCR **Mike Barry, O-55, HCWN** **Project orders: MT KNF-013**	
The date and time needed is today at 2200 MDT.	
A. Determine the Type of Mission	01C-23-ACDP-EP
Is the mission. . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: A Flight Request will be completed which resulted from an Overhead Resource Order. This makes it a non-administrative flight.	01C-24-ACDP-EP

OUTLINE	AIDS & CUES
Reiterate that the areas in red represent the information that the flight requestor will supply on the Flight Request. The blue areas are the areas that the aircraft dispatcher must complete.	01C-25-ACDP-EP
TIP: In Block 3 of the Flight Request, some aviation dispatchers leave the first line of the "Arrive At" section blank in case the aircraft does not originate from the same location as the passengers or cargo.	
B. Select the Appropriate Aircraft	
Briefly go over the sources of information. As the scenarios progress, this section will not be mentioned.	
1. Information Source	
• Use the Flight Request as a guide	
• Lowest price is NOT always the least expensive	
• Aircraft Identification Guide	
• OAS Website (www.oas.gov)	
• Vendor	
2. Factors to Consider When Hiring Aircraft	01C-26-ACDP-EP
• Day/Night	
This is an IFR night condition flight requiring the use of a multi-engine IFR-carded pilot and aircraft.	

OUTLINE	AIDS & CUES
• IFR/VFR	
• Number of passengers–actual insured seats	
• Cargo-cubes & pounds	
• Distance/Aircraft Speed	
• Runway/Elevation	
• Temperature/Weather	
3. Determine Source	
a. Local unit (contract or agency-owned)	
b. Adjoining units (contract or agency-owned)	
c. ARA/CWN	
C. Select the Ordering Process	
1. Flight Request	
2. Resource Order(s)	
• Aircraft	
• Helicopter	
• Overhead	
• Equipment	
Answer: This flight requires the use of a Flight Request as stated previously.	01C-27-ACDP-EP

OUTLINE	AIDS & CUES
Students will not complete the Flight Request. This purpose of the scenarios is to see if the students can determine the information that makes the flight unique. The green arrow points to the multi-engine aircraft required for night flight. The aircraft selected was a King Air.	
D. Complete a Flight Request	
1. Supply the Cost-Account, Management Code(s)–Box 1	
2. Select the Flight Type	
3. Identify the Mission Objective/Special Needs	
4. Supply the Passenger/Cargo Information–Box 2	
• Name/Type of Cargo	
• Pounds/Cubic Feet	
The following information (given in blue on the PPT presentation) is the responsibility of the aircraft dispatcher.	
• Airport Information	
– Depart Airport	
– Destination Airport	
– Return To	
5. Flight Itinerary–Box 3	
• Depart From	

OUTLINE	AIDS & CUES
• Arrive At/ETA	
E. Aircraft Information	
1. Select a Source/Vendor	
• Local	
– ARA/Contract	
– Agency-owned	
– Exclusive-Use Contract	
An "ARA/contract" was selected for this scenario.	
2. Consult the ARA/Contract "Source List"	
F. Complete the Flight Request	
• Aircraft Information	
Make note that the aircraft selected is a multi-engine aircraft with IFR carding for the night flight.	
• Flight Itinerary	
• Flight Following	
• Method of Resource Tracking	
• Administrative	
• Review–corresponds with analysis on the back of the form	

OUTLINE	AIDS & CUES
G. Hazard Analysis and Dispatch/Aviation Manager Checklist	
1. Part I–Mission Flight Hazard Analysis	
2. Part II–Dispatcher/Aviation Management Specialist Checklist	
3. Part III–Approvals	
Present Scenario 3 to the students. This scenario deals with a Senior Executive Service flight.	
III. SCENARIO 3	01C-28-ACDP-EP
A special-use helicopter flight is being requested by the Lewistown Field Office, Montana BLM.	
The State Director and the Secretary of the Interior will be flying the Lewis and Clark Trail along the Missouri River breaks.	
A. Determine the Type of Mission	01C-29-ACDP-EP
Is the mission . . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: This is a tactical non-fire flight.	01C-30-ACDP-EP
B. Special Mission Considerations	
• Senior Executive Service (SES)	01C-31-ACDP-EP

OUTLINE	AIDS & CUES
Discuss SES flights with students. SES designation given to individuals with ES-ratings–those above GS-15. Because this is an SES flight, the regular aircraft dispatcher should take the SES issues to the next dispatch level. The aircraft dispatcher will still procure and flight follow the aircraft.	
C. Determine Source	
D. Select the Ordering Process	01C-32-ACDP-EP
Answer: This flight requires the use of a Flight Request.	
E. Complete a Flight Request	
1. Airport Information	
• Depart Airport	
• Destination Airport	
• Return To	
2. Flight Itinerary–Box 3	
• Depart From	
• Arrive At/ETA	
F. Aircraft Information	
1. Select a Source/Vendor	
• Local	
– ARA/Contract	
– Agency-owned	

OUTLINE	AIDS & CUES
– Exclusive-Use Contract	
An "ARA/contract" was selected for this scenario.	01C-33-ACDP-EP
2. Consult the ARA/Contract "Source List"	
G. Complete the Flight Request	01C-34-ACDP-EP
• Aircraft Information	
• Flight Itinerary	
• Flight Following	
• Method of Resource Tracking	
• Administrative	
• Review–corresponds with analysis on the back of the form	
Review with the students that a qualified HCWN was added to the flight to meet agency requirements.	
H. Hazard Analysis and Dispatch/Aviation Manager Checklist	01C-35-ACDP-EP
1. Part I–Mission Flight Hazard Analysis	
2. Part II–Dispatcher/Aviation Management Specialist Checklist	
3. Part III–Approvals	
Notify students that SES flights require many levels of approval. Ensure that proper approval is attained for the flight.	

OUTLINE	AIDS & CUES
Present Scenario 4 to the students. This flight deals with securing aircraft outside the local unit.	
IV. SCENARIO 4	01C-36-ACDP-EP
A Type-3 helicopter, with crew and bucket, is ordered for a fire on the Dechuttes National Forest for initial attack.	
There are no helicopters available on the local unit.	
A. Determine the Type of Mission	01C-37-ACDP-EP
Is the mission . . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: The type of flight is tactical fire.	01C-38-ACDP-EP
B. Determine the Source	01C-39-ACDP-EP
1. Local unit (contract or agency-owned)	
2. ARA/CWN	
3. Order through dispatch channels	
Answer: Since there are no helicopters available on the local unit and the ARA/CWN will require ordering a module also, students should order through normal dispatch channels. Refer students to their Daily Aircraft Tactical Report for possible availability.	01C-40-ACDP-EP

OUTLINE	AIDS & CUES
C. Select the Ordering Process	01C-41-ACDP-EP
1. Flight Request	
2. Resource Order(s)	
• Aircraft	
• Helicopter	
• Overhead	
• Equipment	
Answer: This flight requires that a Resource Order be completed to secure that aircraft. Agency policy will dictate whether to use the Aircraft Resource Order form or the Helicopter Resource Order form.	01C-42-ACDP-EP
Briefly discuss the Resource Order since students have prior knowledge of Resource Order completion. Ensure that students supply complete information for Block 11. This is critical information for an aircraft dispatcher.	
Refer students to page 19 of their Aircraft Dispatcher Job Aid for a block-by-block tool for completing a Resource Order.	
D. Exclusive-Use Helicopters	01C-43-ACDP-EP
Exclusive-use helicopters include	
1. Helitack Crew–qualified to perform firefighting and helicopter support	
2. Helitack Chase Truck	

OUTLINE	AIDS & CUES
3. Vendor provides fuel truck	
4. All of the above are included in the "A" request number. Document the information under "Resource Assigned."	
Present Scenario 5 to the students. This scenario addresses Call-When-Needed (CWN) aircraft.	
V. SCENARIO 5	01C-44-ACDP-EP
A Type-2 helicopter is needed for a fire on the Wasatch-Cache National Forest.	
No helicopters are available on the local unit.	
A. Determine the Type of Mission	01C-45-ACDP-EP
Is the mission . . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: This type of flight is tactical fire.	01C-46-ACDP-EP
B. Determine the Source	01C-47-ACDP-EP
1. Local unit	
2. ARA/CWN	
3. Order through dispatch channels	
Answer: Order through normal dispatch channels.	

OUTLINE	AIDS & CUES
C. Call-When-Needed	01C-48-ACDP-EP
1. Type 1 and Type 2 helicopters are available under national contract.	
2. Must be ordered through normal dispatch channels to the National Interagency Coordination Center (NICC)	
D. Call-When-Needed Helicopters Specifics	01C-49-ACDP-EP
1. Does not include dedicated crew or support vehicle	
2. Requires a "module" prior to incident assignment	
• Type 3–one helicopter manager plus two helicopter crew members	
• Type 2–one helicopter manager plus three helicopter crew members	
• Type 1–one helicopter manager	
Due to lack of availability, a CWN helicopter is needed. Slides 01C-51-ACDP-EP through 01C-53-ACDP-EP represent the ordering process for obtaining a CWN helicopter and module.	
E. Select the Ordering Process	
1. Flight Request	
2. Resource Order(s)	
• Aircraft	

OUTLINE	AIDS & CUES
• Helicopter • Overhead • Equipment	
This flight requires that two Resource Orders be completed. The helicopter is placed on either the Aircraft Resource Order or a Helicopter Order. The module is placed on an Overhead Order. The aircraft dispatcher needs to ensure that the order for the module is placed through the dispatcher in charge of overhead ordering.	01C-50-ACDP-EP 01C-51-ACDP-EP 01C-52-ACDP-EP
When the resources have been assigned, documentation should be made on the aircraft order to correspond with the Overhead Resource Order.	01C-53-ACDP-EP
F. Air Attack/Lead Plane/Aerial Supervision Modules	01C-54-ACDP-EP
1. Aerial Supervision • Supervision and coordination over incidents involving multiple aircraft or a mix of fixed- or rotor-wing aircraft	
2. Functions of Aerial Supervision • “On-scene” traffic manager • Safety observer for ground personnel • Recommends aircraft needs	01C-55-ACDP-EP

OUTLINE	AIDS & CUES
• Recommends Temporary Flight Restrictions (TFR)	01C-56-ACDP-EP
• Develops and implements communications plan	
• Makes tactical and logistical recommendations	
3. Situations Requiring Aerial Supervision	01C-57-ACDP-EP
• Congested airspace	
• Multiple aircraft over incident	
• Canadian or Modular Airborne Firefighting Systems (MAFFS)	
• Adverse conditions (visibility, terrain, weather)	
4. Positions that may perform aerial supervision	01C-58-ACDP-EP
• Air Tactical Group Supervisor (ATGS)	
– Most qualified and most common	
• Lead plane (LEAD)	
• Airtanker Coordinator (ATCO)	
• Helicopter Coordinator (HLCO)	
This may be a good opportunity for a short break.	

OUTLINE	AIDS & CUES
Scenarios 6 through 10 are to be completed in breakout groups. Encourage students to work with one another to determine the process for securing an aircraft for the flights. Two blank Resource Orders (one each—Aircraft and Overhead) have been provided in the Student Guide for each scenario. Tell students that they may or may not need both Resource Orders to complete each scenario. Students need only concentrate on Block 12 of the Resource Orders when completing the scenarios. Additional blank Resource Orders (2 each) have been provided on pages 1C-47 through 1C-50 in the Student Guide. Discuss the textbook answers with students after each scenario.	01C-03-ACDP-IR THRU 01C-08-ACDP-IR SG page 1C-47 THRU SG page 1C-50
Refer students to Scenario 6 on page 1C-20 of the Student Guide. This scenario addresses the process for ordering air attacks. Students may not have all the knowledge required to separate this into two Resource Orders. This may be a trial-by-error scenario.	
VI. SCENARIO 6	01C-59-ACDP-EP 01C-03-ACDP-IR SG page 1C-20
Two air attacks have been ordered for Nevada. One will be prepositioned in Winnemucca; the other in Battle Mountain. One air attack with ATGS is available in Minden. The other will require ordering an air attack platform and ATGS.	
A. Determine the Type of Mission	01C-60-ACDP-EP
Is the mission. . .	

OUTLINE	AIDS & CUES
• Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire	
Answer: The type of flight is non-administrative since the purpose is for prepositioning of resources.	01C-61-ACDP-EP
B. Select the Ordering Process 1. Flight Request 2. Resource Order(s) • Aircraft • Helicopter • Overhead • Equipment	
Answer: This flight requires that an aircraft order be completed for the air attack with ATGS attached. The air attack platform is ordered on the aircraft order and the ATGS is ordered on the overhead order.	01C-62-ACDP-EP 01C-63-ACDP-EP 01C-64-ACDP-EP
Refer students to Scenario 7 on page 1C-23 of the Student Guide. This scenario is a straight-forward airtanker order.	

OUTLINE	AIDS & CUES
VII. SCENARIO 7	01C-65-ACDP-EP 01C-04-ACDP-IR SG page 1C-23
An airtanker is being ordered for initial attack for a fire on the Shoshone National Forest in Wyoming.	
The closest airtanker is located in West Yellowstone, Montana, and can be ordered direct due to an initial attack agreement between the units.	
A. Determine the Type of Mission	01C-66-ACDP-EP
Is the mission . . .	
• Administrative	
• Non-Administrative	
• Tactical Fire	
• Tactical Non-Fire	
Answer: The type of flight is tactical fire.	01C-67-ACDP-EP
B. Select the Ordering Process	
1. Flight Request	
2. Resource Order(s)	
• Aircraft	
• Helicopter	
• Overhead	
• Equipment	

OUTLINE	AIDS & CUES
Answer: This flight requires the use of an Aircraft Resource Order.	01C-68-ACDP-EP 01C-69-ACDP-EP 01C-70-ACDP-EP
Before you begin Scenario 8, information must be relayed concerning lead planes/aerial supervision modules. Refer students to page 1C-27 of the Student Guide.	SG 1C-27
VIII. SCENARIO 8	
Lead Plane or Aerial Supervision Module	01C-71-ACDP-EP
A. Definition of Lead Plane Operations	
• An aircraft that makes low-level passes through retardant drop areas to assess flight conditions, hazards, and to identify the target	
– Works for the ATGS	
– Authorized to fly below 500 feet AGL	
B. Specific Duties	01C-72-ACDP-EP
• Communicates with airtanker pilots	
• Checks for aerial hazards	
• Assigns specific tasks to individual airtankers	
• May perform ATGS functions	
• Coordinates with ATGS for safe separation of aircraft	01C-73-ACDP-EP

OUTLINE	AIDS & CUES
• Pilot must be qualified as "Lead Plane Pilot"	
• May be a "Dual Role"	
C. Situations Requiring a Lead Plane	01C-74-ACDP-EP
• Dropping retardant in congested areas (e.g., airspace, urban interface, aerial hazards)	
The FAA describes, but does not define, congested areas.	
• Multiple airtankers (more than two)	
• Canadian airtankers	
• MAFFS	
Refer students to Scenario 8 on page 1C-29 of the Student Guide. This scenario is a straight-forward lead plane order.	01C-05-ACDP-IR SG page 1C-29
A lead plane is being ordered for a fire outside of Grand Junction, Colorado.	01C-75-ACDP-EP
A lead plane is on duty at the Grand Junction Air Center.	
D. Determine the Type of Mission	01C-76-ACDP-EP
Is the mission . . .	
• Administrative	
• Non-Administrative	

OUTLINE	AIDS & CUES
• Tactical Fire • Tactical Non-Fire	
Answer: The type of flight is tactical fire.	01C-77-ACDP-EP
E. Select the Ordering Process 1. Flight Request 2. Resource Order(s) • Aircraft • Helicopter • Overhead • Equipment	
Answer: This flight requires the use of an Aircraft Resource Order.	01C-78-ACDP-EP 01C-79-ACDP-EP 01C-80-ACDP-EP
Refer students to Scenario 9 on page 1C-33 of the Student Guide This scenario addresses the process for ordering an initial attack load of smokejumpers.	01C-06-ACDP-IR SG page 1C-33
IX. SCENARIO 9	01C-81-ACDP-EP
An initial attack load of smokejumpers has been ordered for a new fire in Southern Idaho. There is a load of eight available in Battle Mountain.	
A. Determine the Type of Mission	01C-82-ACDP-EP
Is the mission . . .	

OUTLINE	AIDS & CUES
• Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire	
Answer: The type of flight is tactical fire.	01C-83-ACDP-EP
B. Select the Ordering Process 1. Flight Request 2. Resource Order(s) • Aircraft • Helicopter • Overhead • Equipment	
Answer: This flight requires the use of an Overhead Resource Order.	01C-84-ACDP-EP
Review the Resource Order with the students. Note that the load of jumpers is given an "I-A" number instead of an "O" number. You do not have to include the names of the smokejumpers on the Resource Order. The aircraft dispatcher will receive a spotter report–attach to the Resource Order.	01C-85-ACDP-EP

OUTLINE	AIDS & CUES
Refer students to Scenario 10 on page 1C-37 of the Student Guide. This scenario addresses the process for ordering a booster order of smokejumpers. Students may or may not have experience with the need for multiple Resource Orders. This may be another trial-by-error exercise.	01C-07-ACDP-IR SG page 1C-37
X. SCENARIO 10	01C-86-ACDP-EP
A smokejumper booster order has been placed to cover Battle Mountain. They are requesting an aircraft to deliver them and remain in Battle Mountain.	
A. Determine the Type of Mission	01C-87-ACDP-EP
Is the mission . . . • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire	
Answer: The type of flight is non-administrative.	01C-88-ACDP-EP
B. Select the Ordering Process 1. Flight Request 2. Resource Order(s) • Aircraft • Helicopter	

OUTLINE	AIDS & CUES
• Overhead • Equipment	
Answer: This flight requires the use of an Overhead Resource Order for the smokejumpers– each jumper listed separately and aircraft order to transport the jumpers to Battle Mountain.	01C-89-ACDP-EP 01C-90-ACDP-EP 01C-91-ACDP-EP
XI. OTHER AIRCRAFT ORDERS	01C-92-ACDP-EP
Refer students to page 1C-41 of the Student Guide.	SG page 1C-41
Tell students that a new "A" number is required when you order a new resource.	
A. Temporary Flight Restrictions B. FAA Towers	
Radio frequencies are ordered via the normal dispatch channels through the National Interagency Radio Support Cache (NIRSC).	
C. Radio Frequencies D. Reconnaissance Aircraft E. Infrared Flights	
Review lesson objectives.	01C-93-ACDP-EP
Ask the students if there are any questions	01C-94-ACDP-EP

AIRCRAFT DISPATCHER

UNIT 1 – AIRCRAFT FLIGHT PLANNING

LESSON C – AIRCRAFT ORDERING PROCEDURES

POWERPOINT SLIDE INDEX

Reference No.	Description
01C-01-ACDP-EP	Title Slide
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01C-03-ACDP-EP	Lesson Objectives
01C-04-ACDP-EP	Scenario 1
01C-05-ACDP-EP	Determine the Type of Mission
01C-06-ACDP-EP	Type of Mission
01C-07-ACDP-EP	Aircraft Selection
01C-08-ACDP-EP	Aircraft Selection
01C-09-ACDP-EP	Determine Source
01C-10-ACDP-EP	Select Ordering Process
01C-11-ACDP-EP	Flight Request
01C-12-ACDP-EP	Flight Request
01C-13-ACDP-EP	Flight Request
01C-14-ACDP-EP	Flight Request
01C-15-ACDP-EP	Flight Request

PowerPoint Slide Index, continued

01C-16-ACDP-EP	Flight Request
01C-17-ACDP-EP	Flight Request
01C-18-ACDP-EP	Select Source/Vendor
01C-19-ACDP-EP	Select Source/Vendor
01C-20-ACDP-EP	Flight Request–front
01C-21-ACDP-EP	Flight Request–back
01C-22-ACDP-EP	Scenario 2
01C-23-ACDP-EP	Determine the Type of Mission
01C-24-ACDP-EP	Type of Mission
01C-25-ACDP-EP	Flight Request
01C-26-ACDP-EP	Aircraft Selection
01C-27-ACDP-EP	Flight Request
01C-28-ACDP-EP	Scenario 3
01C-29-ACDP-EP	Determine the Type of Mission
01C-30-ACDP-EP	Type of Mission
01C-31-ACDP-EP	Senior Executive Service
01C-32-ACDP-EP	Flight Request
01C-33-ACDP-EP	Select Source/Vendor
01C-34-ACDP-EP	Flight Request—front

PowerPoint Slide Index, continued

01C-35-ACDP-EP	Flight Request—back
01C-36-ACDP-EP	Scenario 4
01C-37-ACDP-EP	Determine the Type of Mission
01C-38-ACDP-EP	Type of Mission
01C-39-ACDP-EP	Determine Source
01C-40-ACDP-EP	Determine Source
01C-41-ACDP-EP	Select Ordering Process
01C-42-ACDP-EP	Aircraft Resource Order
01C-43-ACDP-EP	Exclusive-Use Helicopters
01C-44-ACDP-EP	Scenario 5
01C-45-ACDP-EP	Determine the Type of Mission
01C-46-ACDP-EP	Type of Mission
01C-47-ACDP-EP	Determine Source
01C-48-ACDP-EP	Call-When-Needed
01C-49-ACDP-EP	Call-When-Needed Helicopters
01C-50-ACDP-EP	Select Ordering Process
01C-51-ACDP-EP	Aircraft Resource Order
01C-52-ACDP-EP	Overhead Resource Order
01C-53-ACDP-EP	Aircraft Resource Order–filled

PowerPoint Slide Index, continued

01C-54-ACDP-EP	Air Attack/Lead Plane/ASM
01C-55-ACDP-EP	Air Attack/Lead Plane/ASM
01C-56-ACDP-EP	Air Attack/Lead Plane/ASM
01C-57-ACDP-EP	Air Attack/Lead Plane/ASM
01C-58-ACDP-EP	Air Attack/Lead Plane/ASM
01C-59-ACDP-EP	Scenario 6
01C-60-ACDP-EP	Determine the Type of Mission
01C-61-ACDP-EP	Type of Mission
01C-62-ACDP-EP	Select Ordering Process
01C-63-ACDP-EP	Aircraft Resource Order
01C-64-ACDP-EP	Overhead Resource Order
01C-65-ACDP-EP	Scenario 7
01C-66-ACDP-EP	Determine the Type of Mission
01C-67-ACDP-EP	Type of Mission
01C-68-ACDP-EP	Select Ordering Process
01C-69-ACDP-EP	Aircraft Resource Order
01C-70-ACDP-EP	Aircraft Resource Order–filled
01C-71-ACDP-EP	Lead Plane or ASM
01C-72-ACDP-EP	Lead Plane or ASM

PowerPoint Slide Index, continued

01C-73-ACDP-EP	Lead Plane or ASM
01C-74-ACDP-EP	Lead Plane or ASM
01C-75-ACDP-EP	Scenario 8
01C-76-ACDP-EP	Determine the Type of Mission
01C-77-ACDP-EP	Type of Mission
01C-78-ACDP-EP	Select Ordering Process
01C-79-ACDP-EP	Aircraft Resource Order
01C-80-ACDP-EP	Aircraft Resource Order–filled
01C-81-ACDP-EP	Scenario 9
01C-82-ACDP-EP	Determine the Type of Mission
01C-83-ACDP-EP	Type of Mission
01C-84-ACDP-EP	Select Ordering Process
01C-85-ACDP-EP	Overhead Resource Order
01C-86-ACDP-EP	Scenario 10
01C-87-ACDP-EP	Determine the Type of Mission
01C-88-ACDP-EP	Type of Mission
01C-89-ACDP-EP	Select Ordering Process
01C-90-ACDP-EP	Overhead Resource Order
01C-91-ACDP-EP	Aircraft Resource Order

PowerPoint Slide Index, continued

01C-92-ACDP-EP	Other Aircraft Orders
01C-93-ACDP-EP	Lesson Objectives
01C-94-ACDP-EP	Questions

AIRCRAFT DISPATCHER

UNIT 1 – AIRCRAFT FLIGHT PLANNING

LESSON C – AIRCRAFT ORDERING PROCEDURES

INSTRUCTOR REFERENCE

Reference No.	Description
01C-01-ACDP-IR	Flight Request
01C-02-ACDP-IR	Completed Flight Request
01C-03-ACDP-IR	Scenario 6
01C-04-ACDP-IR	Scenario 7
01C-05-ACDP-IR	Scenario 8
01C-06-ACDP-IR	Scenario 9
01C-07-ACDP-IR	Scenario 10
01C-08-ACDP-IR	Blank Resource Orders

NOTES

Form 9400-1a
(May 1993)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

AIRCRAFT FLIGHT REQUEST/SCHEDULE

Change #

6. Aircraft Information

FAA N#

1. Initial request information

Initial Date/Time	To/From	Phone Number

Cost-Account/Management Code(s)

Billee Code (OAS A/C only)

Flight Schedule No. | PAX Seats

Make/Model

Color

Vendor

Phone No.

Pilot(s)

Check one: ☐ Point-to-Point Flight ☐ Mission Flight Desired A/C Type: ☐ Helicopter ☐ Airplane

Mission Objective/Special Needs:

2. Passenger/Cargo Information - **Indicate Chief of Party with an asterisk (*)**

NAME/TYPE OF CARGO	LBS OR CU FT	PROJECT ORDER/ REQUEST NO.	DEPT ARPT	DEST ARPT	RETURN TO	NAME/TYPE OF CARGO	LBS OR CU FT	PROJECT ORDER/ REQUEST NO.	DEPT ARPT	DEST ARPT	RETURN TO

3. Flight Itinerary (For Mission-Type Flights, Provide Points of Departure/Arrival and Attach Map with Detailed Flight Route and Known Hazards Indicated)

DEPART WITH			DEPART FROM			ENROUTE	ARRIVE AT			DROP OFF		KEY POINTS	INFO RELAYED
Date	No. Pax	Lbs.	Airport/Place	ETD	ATD	ETE	Airport/Place	ETA	ATA	No. Pax	Lbs.	Drop-Off Points, Refueling Stops, Flight Check-ins, Pickup Points	To/From
						+							
						+							
						+							
						+							
						+							
						+							
						+							

4. Flight Following

☐ FAA IFR ☐ Satellite

☐ FAA VFR With Check-in Every _____ Minutes To

☐ FAA or ☐ Agency

☐ Agency VFR With Check-in **via radio** Every _____ Minutes

Frequency(ies):

5. Method of Resource Tracking:

☐ Phone ☐ Radio

☐ To Scheduling Dispatcher @ _____ (Phone Number)

☐ Prior to Takeoff ☐ Each Stop Enroute ☐ Arrival at Destination

☐ To: _____ (Other Office) @ _____ (Phone Number)

7. Administrative

Type of Payment Document:

☐ OAS-23 or ☐ OAS 2

☐ FS 6500-122

Other:

Route Document To:

8. Review (If applicable)

☐ Hazard Analysis Performed

☐ Dispatch/Aviation Mgr. Checklist

☐ Other:

9. Close-out

Closed by:

Date/Time:

(Hazard Analysis and Dispatch/Aviation Manager Checklist on reverse)

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

I. MISSION FLIGHT HAZARD ANALYSIS (Fire flights exempt **provided** a pre-approved plan is in place). The following potential hazards in the area of operations have been checked, have been identified on flight itinerary map, and will be reviewed with Pilot and Chief-of-Party prior to flight:

- ☐ Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.)
- ☐ Areas of high-density air traffic (airports); Commercial or other aircraft
- ☐ Wires/transmission lines; wires along rivers or streams or across canyons
- ☐ Weather factors: wind, thunderstorms, etc.
- ☐ Towers and bridges
- ☐ Other aerial obstructions:
- ☐ Pilot flight time/duty day limitations and daylight/darkness factors

  SUNRISE _____

  SUNSET _____
- ☐ Limited flight following communications
- ☐ High elevations, temperatures, and weights:

  MAX LANDING ELEV (MSL) _____

  MIN FLIGHT ALTITUDE AGL _____
- ☐ Transport of hazardous materials
- ☐ Other _____

  _____

II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST

- ☐ Pilot and aircraft carding checked with source list and vendor, carding meets requirements
- ☐ **OR,** Necessary approvals have been obtained for* use of uncarded cooperator, military, or other-government agency aircraft and pilots
- ☐ Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled
- ☐ Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse)
- ☐ All DOI passengers have received required aircraft safety training;
- ☐ **OR,** Aviation manager will present detailed safety briefing prior to departure
- ☐ Bureau Aircraft Chief-of-Party will be furnished with Chief-of-Party/Pilot checklist and is aware of its use
- ☐ Means of flight following and resource tracking requirements have been identified
- ☐ Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained
- ☐ Flight hazard maps have been supplied to Chief-of-Party for non-fire low-level missions
- ☐ Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken
- ☐ Chief-of-Party is aware of PPE requirements
- ☐ Cost analysis has been completed and is attached
- ☐ Other/Remarks:

III. APPROVALS

NOTE: Reference Handbook 9420 for approval(s) required.

A. MISSION FLIGHT: Hazard Analysis Performed By:

_____
(Chief-of-Party Signature)

B. MISSION FLIGHTS: Hazard Analysis Reviewed By:

_____
(Dispatcher or Aviation Manager Signature Required)

C. If Non-Fire, One-Time (Non-Recurring), Special-Use Mission, Signature of Line Manager is Required**:

_____ _____
(Line Manager Signature) (Date)

D. This Flight is Approved By:

_____ _____
(Authorized Signature) (Date)

***For recurring Special-Use Mission, signature is required on Special-Use Air Safety Plan, and not required here.*

AIRCRAFT FLIGHT REQUEST/FLIGHT SCHEDULE

CHANGE #:

6. AIRCRAFT INFORMATION — FAA N#: N#6838CM

FLIGHT SCHEDULE #: WBC0028

MAKE/MODEL: C-340 — # SEATS: 5

COLOR: Blue/White

VENDOR: El Aero

PHONE #: 775-885-0105

PILOT(S): John Kelly

1. INITIAL REQUEST INFORMATION

INITIAL DATE/TIME:	TO/FROM:	PHONE NUMBER:
6/5/00	Cin/Jamie	775-289-1900

COST-ACCOUNT/MANAGEMENT CODE(S): NV-040-2810-HT

BILLEE CODE (OAS A/C only): 6090

CHECK ONE: (X) Point-to-Point Flight ( ) Mission Flight DESIRED A/C TYPE: ( ) Helicopter (X) Airplane

MISSION OBJECTIVE/SPECIAL NEEDS: Transport personnel for training

2. PASSENGER/CARGO INFORMATION: INDICATE BY ASTERISK WHICH PASSENGER LISTED BELOW IS CHIEF-OF-PARTY.

NAME/TYPE OF CARGO	LBS OR CU FT	PROJECT ORDER/ REQUEST NO.	DEPT ARPT	DEST ARPT	RETURN TO	NAME/TYPE OF CARGO	LBS OR CU FT	PROJECT ORDER/ REQUEST NO.	DEPT ARPT	DEST ARPT	RETURN TO
Rex Luttrell	175		ELY	RNO	ELY						
Bill Dunn	185		ELY	RNO	ELY						
Ron Taylor	305		ELY	RNO	ELY						

3. FLIGHT ITINERARY (For Mission-Type Flights, provide points of Departure/Arrival and attach Map With Detailed Flight Route and Known Hazards Indicated)

DEPART WITH			DEPART FROM			ENROUTE	ARRIVE AT			DROP OFF		KEY POINTS	INFO RELAYED
Date	No. Pax	Lbs.	Airport/Place	ETD	ATD	ETE	Airport/Place	ETA	ATA	No. Pax	Lbs	Drop-Off Points, Refueling Stops, Flight Check-ins, Pickup Points	TO/FROM
6/5	0		RNO	0700		1+0	ELY	0800				Pick up 3 PAX	
6/5	3		ELY	0815		1+0	RNO	0915		3		D/O 3 PAX @ Jet West	
						+							
						+							
						+							
						+							
						+							

4. FLIGHT FOLLOWING

(X) FAA IFR ( ) Satellite

( ) FAA VFR With Check-in Every ____ Minutes To

( ) FAA or ( ) Agency

( ) Agency VFR With Check-in via radio Every ____ Minutes

Frequency(ies):

5. METHOD OF RESOURCE TRACKING:

(X) PHONE ( ) RADIO

(X) To Scheduling Dispatcher @ 800-633-6097 (PHONE NUMBER)

(X) Prior to Takeoff ( ) Each Stop Enroute (X) Arrival At Destination

( ) To: _____ (OTHER OFFICE) @ _____ (PHONE NUMBER)

7. ADMINISTRATIVE

Type of Payment Document: (X) OAS-23 or ( ) OAS-2 ( ) FS 6500-122

OTHER:

Route Document To: Cindy

8. REVIEW (if applicable)

___ Hazard Analysis Performed

X Dispatch/Aviation Mgr Checklist

___ Other:

9. CLOSE-OUT CLOSED BY: 01C-20-ACDP-FP

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

I. MISSION FLIGHT HAZARD ANALYSIS (fire flights exempt provided a pre-approved plan is in place). The following potential hazards in the area of operations have been checked, have been identified on flight itinerary map, and will be reviewed with Pilot and Chief-of-Party prior to flight:

- ☐ Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.)
- ☐ Areas of high-density air traffic (airports); Commercial or other aircraft
- ☐ Wires/transmission lines; wires along rivers or streams or across canyons
- ☐ Weather factors: wind, thunderstorms, etc.
- ☐ Towers and bridges
- ☐ Other aerial obstructions:
- ☐ Pilot flight time/duty day limitations and daylight/darkness factors

  SUNRISE: _____

  SUNSET: _____
- ☐ Limited flight following communications
- ☐ High elevations, temperatures, and weights:

  MAX LANDING ELEV (MSL): _____

  MIN. FLIGHT ALTITUDE AGL: _____
- ☐ Transport of hazardous materials
- ☐ Other: _____

II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST

- ☒ Pilot and aircraft carding checked with source list and vendor; carding meets requirements;
- ☐ OR, Necessary approvals have been obtained for use of uncarded cooperator, military, or other-government agency aircraft and pilots
- ☒ Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled
- ☒ Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse)
- ☐ All DOI passengers have received required aircraft safety training;
- ☐ OR, Aviation manager will present detailed safety briefing prior to departure;
- ☒ Bureau Aircraft Chief-of-Party will be furnished with a Chief-of-Party/Pilot checklist and is aware of its use
- ☒ Means of flight following and resource tracking requirements have been identified
- ☐ Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained
- ☐ Flight hazard maps have been supplied to Chief-of-Party for nonfire low-level missions
- ☒ Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken
- ☐ Chief-of-Party is aware of PPE requirements.
- ☐ Cost analysis has been completed and is attached
- ☐ Other/Remarks:

III. APPROVALS

Note: Reference Handbook 9420 for approval(s) required.

A. MISSION FLIGHT: HAZARD ANALYSIS PERFORMED BY:

_____
Chief-of-Party Signature

B. MISSION FLIGHT: HAZARD ANALYSIS REVIEWED BY:

_____
Dispatcher Or Aviation Manager Signature Required

C. IF NON-FIRE, ONE-TIME (NON-RECURRING), SPECIAL-USE MISSION, SIGNATURE OF LINE MANAGER IS REQUIRED **:

_____ **DATE:** _____

D. THIS FLIGHT IS APPROVED BY (Authorized Signature):

Cindy Savoie **DATE:** 6/1/00

*** For recurring Special-Use Missions, signature is required on Special-Use Air Safety Plan, and not required here.*

01C-21-ACDP-EP

AIRCRAFT DISPATCHER–ACDP

SCENARIO 6

Two air attacks have been ordered for Nevada. One will be pre-positioned in Winnemucca; the other in Battle Mountain.

One air attack with ATGS is available in Minden. The other will require ordering an air attack platform and ATGS.

A. Determine the Type of Mission (circle one)

Is the mission . . .

- Administrative
- Non-Administrative
- Tactical Fire
- Tactical Non-Fire

Reasoning:

2. Select the Ordering Process (circle all that apply)

Should you use . . .

- Flight Request

- Resource Order(s)
  - Aircraft
  - Helicopter
  - Overhead
  - Equipment

Reasoning:

INCIDENT/PROJECT ORDER NUMBER	RESOURCE ORDER AIRCRAFT	INITIAL DATE/TIME 8/4/00 1200	2. INCIDENT/PROJECT NAME AIRCRAFT SUPPORT	3. INCIDENT /PROJECT ORDER NUMBER NV-CNC-0105	4. OFFICE REFERENCE NUMBER P44812 J523
	5. DESCRIPTIVE LOCATION/RESPONSE AREA CENTRAL NEVADA DISPATCH CENTER		6. SEC. / TWN / RNG / Base MDM 7. MAP REFERENCE	8. INCIDENT BASE/PHONE NUMBER 775-623-1555	9. JURISDICTION/AGENCY BLM 10. ORDERING OFFICE CNIDC

11. AIRCRAFT INFORMATION — LAT. — LONG.

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
				127.225	CNIDC	170.025		

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
A-8			1	Air Attack w/ATGS	8/5 0800	WMC								
A-9			1	Air Attack Platform	8/5 1000	BAM								
				ATGS is O-14										
				NV-WID-0105										

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER	INITIAL DATE/TIME	2. INCIDENT/PROJECT NAME	3. INCIDENT /PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER
OVERHEAD	8/4/00 1200	AIRCRAFT SUPPORT	NV-CNC-0105	P44812 J523

5. DESCRIPTIVE LOCATION/RESPONSE AREA	6. SEC.	TWN	RNG	Base MDM	8. INCIDENT BASE/PHONE NUMBER	9. JURISDICTION/AGENCY
CENTRAL NEVADA DISPATCH CENTER	7. MAP REFERENCE				775-623-1555	BLM
						10. ORDERING OFFICE CNIDC

11. AIRCRAFT INFORMATION			LAT.		LONG.			
BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
O-14			1	ATGS	8/5 1000	BAM							BOI	
				To meet A-9,										
				NV-CNC-0105										

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

AIRCRAFT DISPATCHER–ACDP

SCENARIO 7

An airtanker is being ordered for initial attack for a fire on the Shoshone National Forest in Wyoming.

The closest airtanker is located in West Yellowstone, Montana, and can be ordered direct due to an initial attack agreement between the units.

A. Determine the Type of Mission (circle one)

Is the mission . . .

- Administrative
- Non-Administrative
- Tactical Fire
- Tactical Non-Fire

Reasoning:

B. Select the Ordering Process (circle all that apply)

Should you use . . .

- Flight Request
- Resource Order(s)
  - Aircraft
  - Helicopter
  - Overhead
  - Equipment

Reasoning:

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER
AIRCRAFT

INITIAL DATE/TIME: 7/3/00 1600

2. INCIDENT/PROJECT NAME: PILOT CREEK

3. INCIDENT /PROJECT ORDER NUMBER: WY-SHF-009

4. OFFICE REFERENCE NUMBER: P61324 L212

5. DESCRIPTIVE LOCATION/RESPONSE AREA: PILOT CREEK DRAINAGE

6. SEC. 14 | TWN 7E | RNG 3W | Base MDM

7. MAP REFERENCE

8. INCIDENT BASE/PHONE NUMBER: 307-587-3800

9. JURISDICTION/AGENCY: USFS

10. ORDERING OFFICE: CDC

11. AIRCRAFT INFORMATION — LAT. 44.23.00 N — LONG. 121.58.00 W

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
263	86 N	WYS	L14	122.925	2611	168.225	BIL	H-53F
59	60 N	BIL						

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
A-3			1	AIRTANKER	IA	#5			MT-GNF	T-00, P-3			WYS	
										N#367Y				

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

AIRCRAFT DISPATCHER–ACDP

SCENARIO 8

A lead plane is being ordered for a fire outside of Grand Junction, Colorado.

A lead plane is on duty at the Grand Junction Air Center.

A. Determine the Type of Mission (circle one)

Is the mission . . .

- Administrative
- Non-Administrative
- Tactical Fire
- Tactical Non-Fire

Reasoning:

B. Select the Ordering Process (circle all that apply)

Should you use . . .

- Flight Request
- Resource Order(s)
  - Aircraft
  - Helicopter
  - Overhead
  - Equipment

Reasoning:

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER
AIRCRAFT

INITIAL DATE/TIME: 6/9/00 1430

2. INCIDENT/PROJECT NAME: DRY CREEK

3. INCIDENT /PROJECT ORDER NUMBER: CO-GJD-670

4. OFFICE REFERENCE NUMBER: P21624 J212

5. DESCRIPTIVE LOCATION/RESPONSE AREA: 15 MILES NW OF FRUITA

6. SEC. 32 | TWN 12E | RNG 5W | Base MDM

7. MAP REFERENCE

8. INCIDENT BASE/PHONE NUMBER: 970-949-2488

9. JURISDICTION/AGENCY: BLM

10. ORDERING OFFICE: GJC

11. AIRCRAFT INFORMATION — LAT. 42.23.00 N — LONG. 113.58.00 W

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
122	44 N	GJT	AA-54W	122.925	3922	168.225	GJT	T-14, T-127

12. Request Number	Ordered Date/Time	From / To	Q T Y	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
A-3			1	LEAD PLANE	6/9 1500	#5			ID-ISO	LB3, N#236W			PIH	
										Pilot: Rusty Warbis				

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

AIRCRAFT DISPATCHER–ACDP

SCENARIO 9

An initial attack load of smokejumpers has been ordered for a new fire in Southern Idaho.

There is a load of eight available in Battle Mountain.

A. Determine the Type of Mission (circle one)

Is the mission . . .

- Administrative
- Non-Administrative
- Tactical Fire
- Tactical Non-Fire

Reasoning:

B. Select the Ordering Process (circle all that apply)

Should you use . . .

- Flight Request
- Resource Order(s)
  - Aircraft
  - Helicopter
  - Overhead
  - Equipment

Reasoning:

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER
OVERHEAD

INITIAL DATE/TIME: 7/3/00 1600

2. INCIDENT/PROJECT NAME: TROUT CREEK

3. INCIDENT /PROJECT ORDER NUMBER: ID-BUD-445

4. OFFICE REFERENCE NUMBER: P41324 C212

5. DESCRIPTIVE LOCATION/RESPONSE AREA: 6 MILES NORTH OF TROUT CREEK RANCH

6. SEC. 14 | TWN 17E | RNG 3W | Base MDM

7. MAP REFERENCE

8. INCIDENT BASE/PHONE NUMBER: 208-587-3800

9. JURISDICTION/AGENCY: BLM

10. ORDERING OFFICE: CDC

11. AIRCRAFT INFORMATION — LAT. 44.23.00 N — LONG. 121.58.00 W

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
263	166 N	BAM			So. Idaho	168.225		
59	60 N	PIH			Dispatch			

12. Request Number	Ordered Date/Time	From / To	Q T Y	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
IA-1			1	IA Load	IA	#5			ID-FDC	J-49, w/8			BAM	
				Smokejumpers						Pilot: Don Moline				
										Spotter: Ted Mason				

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

AIRCRAFT DISPATCHER–ACDP

SCENARIO 10

A smokejumper booster order has been placed to cover Battle Mountain.

They are requesting an aircraft to deliver them and remain in Battle Mountain.

A. Determine the Type of Mission (circle one)

Is the mission . . .

- Administrative
- Non-Administrative
- Tactical Fire
- Tactical Non-Fire

Reasoning:

B. Select the Ordering Process (circle all that apply)

Should you use . . .

- Flight Request

- Resource Order(s)
  - Aircraft
  - Helicopter
  - Overhead
  - Equipment

Reasoning:

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER	INITIAL DATE/TIME	2. INCIDENT/PROJECT NAME	3. INCIDENT /PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER
OVERHEAD	7/3/00 1600	TROUT CREEK SUPPORT	NV-CNC-028	P41324 C212

5. DESCRIPTIVE LOCATION/RESPONSE AREA	6. SEC.	TWN	RNG	Base MDM	8. INCIDENT BASE/PHONE NUMBER	9. JURISDICTION/AGENCY
BATTLE MOUNTAIN AIRPORT	14	17E	3W		775-587-3800	BLM
	7. MAP REFERENCE					10. ORDERING OFFICE: CDC

11. AIRCRAFT INFORMATION			LAT. 44.23.00 N		LONG. 121.58.00 W			
BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
					CNIDC	168.225		

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
O-3			1	SMKJ	7/5 1000	#5							BAM	
				all need an extra										
				main										
O-4				SMKJ	7/5 1000	BAM								
O-5				SMKJ	7/5 1000	BAM								
O-6				SMKJ	7/5 1000	BAM								
O-7				SMKJ	7/5 1000	BAM								
O-8				SMKJ	7/5 1000	BAM								

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER
AIRCRAFT

INITIAL DATE/TIME: 7/3/00 1600

2. INCIDENT/PROJECT NAME: TROUT CREEK SUPPORT

3. INCIDENT /PROJECT ORDER NUMBER: NV-CNC-028

4. OFFICE REFERENCE NUMBER: P41324 C212

5. DESCRIPTIVE LOCATION/RESPONSE AREA: BATTLE MOUNTAIN AIRPORT

6. SEC. 14 | TWN 17E | RNG 3W | Base MDM

7. MAP REFERENCE

8. INCIDENT BASE/PHONE NUMBER: 775-587-3800

9. JURISDICTION/AGENCY: BLM

10. ORDERING OFFICE: CDC

11. AIRCRAFT INFORMATION — LAT. 44.23.00 N — LONG. 121.58.00 W

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS
					So. Idaho	168.225		
					Dispatch			

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA
A-1			1	Smokejumper	7/4 1000	BAM			MT RO1	J-14, Sherpa			RDM	
				Aircraft						N#168LM				
										Pilot: Craig Irvine				
										Co-Pilot: Greg House				

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

RESOURCE ORDER

AIRCRAFT

INCIDENT/PROJECT ORDER NUMBER

INITIAL DATE/TIME	2. INCIDENT/PROJECT NAME	3. INCIDENT /PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER

5. DESCRIPTIVE LOCATION/RESPONSE AREA	6. SEC.	TWN	RNG	Base MDM	8. INCIDENT BASE/PHONE NUMBER	9. JURISDICTION/AGENCY
	7. MAP REFERENCE					10. ORDERING OFFICE

11. AIRCRAFT INFORMATION	LAT.	LONG.

BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

12. Request Number	Ordered Date/Time	From / To	Q T Y	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA

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INCIDENT/PROJECT ORDER NUMBER

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11. AIRCRAFT INFORMATION			LAT.		LONG.			
BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER

OVERHEAD

INITIAL DATE/TIME	2. INCIDENT/PROJECT NAME	3. INCIDENT /PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER

5. DESCRIPTIVE LOCATION/RESPONSE AREA	6. SEC.	TWN	RNG	Base MDM	8. INCIDENT BASE/PHONE NUMBER	9. JURISDICTION/AGENCY
	7. MAP REFERENCE					10. ORDERING OFFICE

11. AIRCRAFT INFORMATION			LAT.		LONG.			
BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

12. Request Number	Ordered Date/Time	From / To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To / From	Time	Agency ID	RESOURCE ASSIGNED	ETD / ETA	RELEASED Date	RELEASED To	Time / ETA

13. ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN	ORDER RELAYED Req. No.	Date	Time	To/From	ACTION TAKEN

ICS 259-3 (7/87) NFES 2202

INCIDENT/PROJECT ORDER NUMBER

RESOURCE ORDER

OVERHEAD

INITIAL DATE/TIME	2. INCIDENT/PROJECT NAME	3. INCIDENT /PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER

5. DESCRIPTIVE LOCATION/RESPONSE AREA	6. SEC.	TWN	RNG	Base MDM	8. INCIDENT BASE/PHONE NUMBER	9. JURISDICTION/AGENCY
	7. MAP REFERENCE					10. ORDERING OFFICE

11. AIRCRAFT INFORMATION			LAT.		LONG.			
BEARING	DISTANCE	BASE OR OMNI	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

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