

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
<p>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.</p>	
<p>I. SCENARIO 1</p> <p>A request is made for a point-to-point flight from Ely, Nevada, to Reno, Nevada, to drop off three BLM employees for training.</p>	01C-04-ACDP-EP
<p>Refer students to Unit 1A for definitions of “Type of Mission.”</p>	
<p>A. Determine the Type of Mission</p> <p>Is the mission. . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	01C-05-ACDP-EP
<p>Answer: The type of flight is administrative.</p>	01C-06-ACDP-EP
<p>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.</p>	

OUTLINE	AIDS & CUES
<p>B. Select the Appropriate Aircraft</p> <p>1. Information Sources</p> <ul style="list-style-type: none"> • Use the Flight Request as a guide • Lowest price is NOT always the least expensive <div style="border: 2px solid black; padding: 5px; margin: 10px 0;"> <p>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.</p> </div> <ul style="list-style-type: none"> • Aircraft Identification Guide (NFES #2393) • OAS Website (www.oas.gov) • Vendor 	<p>01C-07-ACDP-EP</p>
<p>2. Factors to Consider When Hiring Aircraft</p> <ul style="list-style-type: none"> • Day/Night • IFR/VFR (Instrument Flight Rules/Visual Flight Rules) • Number of passengers—actual insured seats • Cargo-cubes & pounds 	<p>01C-08-ACDP-EP</p>

OUTLINE	AIDS & CUES
<p>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.</p>	
<ul style="list-style-type: none"> • Distance/Aircraft Speed • Runway/Elevation • Temperature/Weather <ul style="list-style-type: none"> – Obtain pilot input 	
<p>3. Determine Source</p> <ul style="list-style-type: none"> a. Local unit (contract or agency-owned) b. Adjoining units (contract or agency-owned) c. Aircraft Rental Agreement (ARA)/Call-When-Needed (CWN) 	01C-09-ACDP-EP
<p>C. Select the Ordering Process</p> <ul style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	01C-10-ACDP-EP

OUTLINE	AIDS & CUES
<p>Answer: This flight requires the use of a Flight Request.</p>	01C-11-ACDP-EP
<p>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.</p>	01C-01-ACDP-IR SG page 01C-29 SG page 01C-30
<p>D. Complete a Flight Request</p> <p>1. Supply the Cost-Account, Management Code(s)–Box 1</p>	01C-12-ACDP-EP
<p>Example: NV-040-2810-HT</p>	
<p>2. Select the Flight Type and Desired Aircraft</p>	01C-13-ACDP-EP
<p>Answer: As stated in the scenario, this is a point-to-point flight. Airplane is the option that has been selected by the requestor.</p>	
<p>3. Identify the Mission Objective/Special Needs</p>	01C-14-ACDP-EP
<p>Answer: Transport personnel for training.</p>	
<p>4. Supply the Passenger/Cargo Information–Box 2</p> <ul style="list-style-type: none"> • Name/Type of Cargo 	01C-15-ACDP-EP
<p>Example: Rex Luttrell Bill Dunn Ron Taylor</p>	

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Pounds/Cubic Feet <div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p>Example: 175 185 305</p> </div>	
<ul style="list-style-type: none"> • Airport Information <ul style="list-style-type: none"> – Depart Airport – Destination Airport 	01C-16-ACDP-EP
<div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p>Example: RNO</p> </div> <ul style="list-style-type: none"> – Return To 	
<div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p>Example: ELY</p> </div> <ol style="list-style-type: none"> 5. Flight Itinerary–Box 3 <ul style="list-style-type: none"> • Depart From 	01C-17-ACDP-EP
<div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p>Example: ELY</p> </div> <ul style="list-style-type: none"> • Arrive At/ETA 	
<div style="border: 2px solid black; padding: 5px; margin-top: 10px;"> <p>Example: RNO/0930</p> </div> <ol style="list-style-type: none"> E. Aircraft Information <ol style="list-style-type: none"> 1. Select a Source/Vendor <ul style="list-style-type: none"> • Local <ul style="list-style-type: none"> – ARA/Contract – Agency-owned 	01C-18-ACDP-EP

OUTLINE	AIDS & CUES
<p style="text-align: center;">– Exclusive-Use Contract</p>	
<p>An “ARA/contract” was selected for this scenario.</p>	
<p>2. Consult the ARA/Contract “Source List”</p>	01C-19-ACDP-EP
<p>F. Complete the Flight Request</p>	
<p>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.</p>	01C-20-ACDP-EP
<ul style="list-style-type: none"> • Aircraft Information • Flight Itinerary • Flight Following • Method of Resource Tracking • Administrative • Review—corresponds with analysis on the back of the form 	
<p>Review the back of the Flight Request with the students.</p>	
<p>G. Hazard Analysis and Dispatch/Aviation Manager Checklist</p> <ol style="list-style-type: none"> 1. Part I—Mission Flight Hazard Analysis 2. Part II—Dispatcher/Aviation Management Specialist Checklist 	01C-21-ACDP-EP

OUTLINE	AIDS & CUES
<p>3. Part III–Approvals</p> <p>Refer students to pages 1C-31 and 32 of the Student Guide for a completed Flight Request.</p> <p>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.</p>	<p>01C-02-ACDP-IR SG page 1C-31 SG page 1C-32</p>
<p>II. SCENARIO 2</p> <p>A flight is ordered to transport overhead from Redding, California, to Kalispell, Montana, for a fire assignment.</p> <p>Example: Cathy Johnson, O-38, STCR Mike Barry, O-55, HCWN Project orders: MT KNF-013</p>	<p>01C-22-ACDP-EP</p>
<p>The date and time needed is today at 2200 MDT.</p> <p>A. Determine the Type of Mission</p> <p>Is the mission. . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	<p>01C-23-ACDP-EP</p>
<p>Answer: A Flight Request will be completed which resulted from an Overhead Resource Order. This makes it a non-administrative flight.</p>	<p>01C-24-ACDP-EP</p>

OUTLINE	AIDS & CUES
<p>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.</p>	01C-25-ACDP-EP
<p>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.</p>	
<p>B. Select the Appropriate Aircraft</p>	
<p>Briefly go over the sources of information. As the scenarios progress, this section will not be mentioned.</p>	
<p>1. Information Source</p> <ul style="list-style-type: none"> • Use the Flight Request as a guide • Lowest price is NOT always the least expensive • Aircraft Identification Guide • OAS Website (www.oas.gov) • Vendor 	
<p>2. Factors to Consider When Hiring Aircraft</p> <ul style="list-style-type: none"> • Day/Night 	01C-26-ACDP-EP
<p>This is an IFR night condition flight requiring the use of a multi-engine IFR-carded pilot and aircraft.</p>	

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • IFR/VFR • Number of passengers—actual insured seats • Cargo-cubes & pounds • Distance/Aircraft Speed • Runway/Elevation • Temperature/Weather <p>3. Determine Source</p> <ul style="list-style-type: none"> a. Local unit (contract or agency-owned) b. Adjoining units (contract or agency-owned) c. ARA/CWN <p>C. Select the Ordering Process</p> <ul style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	
<div style="border: 2px solid black; padding: 5px;"> <p>Answer: This flight requires the use of a Flight Request as stated previously.</p> </div>	01C-27-ACDP-EP

OUTLINE	AIDS & CUES
<p data-bbox="224 296 1040 548">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.</p> <p data-bbox="302 596 797 632">D. Complete a Flight Request</p> <ol data-bbox="396 669 1068 1203" style="list-style-type: none"> <li data-bbox="396 669 919 747">1. Supply the Cost-Account, Management Code(s)–Box 1 <li data-bbox="396 785 821 821">2. Select the Flight Type <li data-bbox="396 858 1068 936">3. Identify the Mission Objective/Special Needs <li data-bbox="396 974 911 1203">4. Supply the Passenger/Cargo Information–Box 2 <ul data-bbox="493 1094 902 1203" style="list-style-type: none"> <li data-bbox="493 1094 902 1129">• Name/Type of Cargo <li data-bbox="493 1167 870 1203">• Pounds/Cubic Feet <p data-bbox="224 1255 976 1381">The following information (given in blue on the PPT presentation) is the responsibility of the aircraft dispatcher.</p> <ul data-bbox="493 1434 976 1692" style="list-style-type: none"> <li data-bbox="493 1434 886 1470">• Airport Information <ul data-bbox="586 1507 976 1692" style="list-style-type: none"> <li data-bbox="586 1507 902 1543">– Depart Airport <li data-bbox="586 1581 976 1617">– Destination Airport <li data-bbox="586 1654 837 1692">– Return To <ol data-bbox="396 1730 829 1850" style="list-style-type: none"> <li data-bbox="396 1730 829 1850">5. Flight Itinerary–Box 3 <ul data-bbox="493 1808 781 1850" style="list-style-type: none"> <li data-bbox="493 1808 781 1850">• Depart From 	

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Arrive At/ETA <p>E. Aircraft Information</p> <ol style="list-style-type: none"> 1. Select a Source/Vendor <ul style="list-style-type: none"> • Local <ul style="list-style-type: none"> – ARA/Contract – Agency-owned – Exclusive-Use Contract <p>An “ARA/contract” was selected for this scenario.</p> <ol style="list-style-type: none"> 2. Consult the ARA/Contract “Source List” <p>F. Complete the Flight Request</p> <ul style="list-style-type: none"> • Aircraft Information <p>Make note that the aircraft selected is a multi-engine aircraft with IFR carding for the night flight.</p> <ul style="list-style-type: none"> • Flight Itinerary • Flight Following • Method of Resource Tracking • Administrative • Review—corresponds with analysis on the back of the form 	

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<p>G. Hazard Analysis and Dispatch/Aviation Manager Checklist</p> <ol style="list-style-type: none"> 1. Part I–Mission Flight Hazard Analysis 2. Part II–Dispatcher/Aviation Management Specialist Checklist 3. Part III–Approvals 	
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p>Present Scenario 3 to the students. This scenario deals with a Senior Executive Service flight.</p> </div>	
<p>III. SCENARIO 3</p> <p>A special-use helicopter flight is being requested by the Lewistown Field Office, Montana BLM.</p> <p>The State Director and the Secretary of the Interior will be flying the Lewis and Clark Trail along the Missouri River breaks.</p>	<p>01C-28-ACDP-EP</p>
<p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	<p>01C-29-ACDP-EP</p>
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p>Answer: This is a tactical non-fire flight.</p> </div>	
<p>B. Special Mission Considerations</p> <ul style="list-style-type: none"> • Senior Executive Service (SES) 	<p>01C-30-ACDP-EP</p> <p>01C-31-ACDP-EP</p>

OUTLINE	AIDS & CUES
<p data-bbox="224 296 1052 548">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.</p> <p data-bbox="302 600 667 632">C. Determine Source</p> <p data-bbox="302 674 808 705">D. Select the Ordering Process</p> <p data-bbox="224 758 967 842">Answer: This flight requires the use of a Flight Request.</p> <p data-bbox="302 894 797 926">E. Complete a Flight Request</p> <p data-bbox="399 968 789 999">1. Airport Information</p> <ul data-bbox="496 1041 878 1220" style="list-style-type: none"> • Depart Airport • Destination Airport • Return To <p data-bbox="399 1262 829 1293">2. Flight Itinerary—Box 3</p> <ul data-bbox="496 1335 813 1451" style="list-style-type: none"> • Depart From • Arrive At/ETA <p data-bbox="302 1493 699 1524">F. Aircraft Information</p> <p data-bbox="399 1566 846 1598">1. Select a Source/Vendor</p> <ul data-bbox="496 1640 911 1818" style="list-style-type: none"> • Local <ul style="list-style-type: none"> – ARA/Contract – Agency-owned 	<p data-bbox="1097 674 1377 705">01C-32-ACDP-EP</p>

OUTLINE	AIDS & CUES
<p style="text-align: center;">– Exclusive-Use Contract</p>	
<p>An “ARA/contract” was selected for this scenario.</p>	01C-33-ACDP-EP
<p>2. Consult the ARA/Contract “Source List”</p>	
<p>G. Complete the Flight Request</p> <ul style="list-style-type: none"> • Aircraft Information • Flight Itinerary • Flight Following • Method of Resource Tracking • Administrative • Review—corresponds with analysis on the back of the form 	01C-34-ACDP-EP
<p>Review with the students that a qualified HCWN was added to the flight to meet agency requirements.</p>	
<p>H. Hazard Analysis and Dispatch/Aviation Manager Checklist</p> <ol style="list-style-type: none"> 1. Part I—Mission Flight Hazard Analysis 2. Part II—Dispatcher/Aviation Management Specialist Checklist 3. Part III—Approvals 	01C-35-ACDP-EP
<p>Notify students that SES flights require many levels of approval. Ensure that proper approval is attained for the flight.</p>	

OUTLINE	AIDS & CUES
<p>Present Scenario 4 to the students. This flight deals with securing aircraft outside the local unit.</p>	
<p>IV. SCENARIO 4</p> <p>A Type-3 helicopter, with crew and bucket, is ordered for a fire on the Dechuttes National Forest for initial attack.</p> <p>There are no helicopters available on the local unit.</p>	01C-36-ACDP-EP
<p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	01C-37-ACDP-EP
<p>Answer: The type of flight is tactical fire.</p>	01C-38-ACDP-EP
<p>B. Determine the Source</p> <ol style="list-style-type: none"> 1. Local unit (contract or agency-owned) 2. ARA/CWN 3. Order through dispatch channels 	01C-39-ACDP-EP
<p>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.</p>	01C-40-ACDP-EP

OUTLINE	AIDS & CUES
<p>C. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	01C-41-ACDP-EP
<p>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.</p>	01C-42-ACDP-EP
<p>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.</p>	
<p>Refer students to page 19 of their Aircraft Dispatcher Job Aid for a block-by-block tool for completing a Resource Order.</p>	
<p>D. Exclusive-Use Helicopters</p> <p>Exclusive-use helicopters include</p> <ol style="list-style-type: none"> 1. Helitack Crew—qualified to perform firefighting and helicopter support 2. Helitack Chase Truck 	01C-43-ACDP-EP

OUTLINE	AIDS & CUES
<p>3. Vendor provides fuel truck</p> <p>4. All of the above are included in the “A” request number. Document the information under “Resource Assigned.”</p>	
<p>Present Scenario 5 to the students. This scenario addresses Call-When-Needed (CWN) aircraft.</p>	
<p>V. SCENARIO 5</p> <p>A Type-2 helicopter is needed for a fire on the Wasatch-Cache National Forest.</p> <p>No helicopters are available on the local unit.</p>	01C-44-ACDP-EP
<p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	01C-45-ACDP-EP
<p>Answer: This type of flight is tactical fire.</p>	
<p>B. Determine the Source</p> <ol style="list-style-type: none"> 1. Local unit 2. ARA/CWN 3. Order through dispatch channels 	01C-47-ACDP-EP
<p>Answer: Order through normal dispatch channels.</p>	

OUTLINE	AIDS & CUES
<p>C. Call-When-Needed</p> <ol style="list-style-type: none"> 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) 	01C-48-ACDP-EP
<p>D. Call-When-Needed Helicopters Specifics</p> <ol style="list-style-type: none"> 1. Does not include dedicated crew or support vehicle 2. Requires a “module” prior to incident assignment <ul style="list-style-type: none"> • 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 	01C-49-ACDP-EP
<div style="border: 2px solid black; padding: 5px;"> <p>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.</p> </div>	
<p>E. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft 	

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Helicopter • Overhead • Equipment 	
<p>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.</p>	<p>01C-50-ACDP-EP 01C-51-ACDP-EP 01C-52-ACDP-EP</p>
<p>When the resources have been assigned, documentation should be made on the aircraft order to correspond with the Overhead Resource Order.</p>	<p>01C-53-ACDP-EP</p>
<p>F. Air Attack/Lead Plane/Aerial Supervision Modules</p> <p>1. Aerial Supervision</p> <ul style="list-style-type: none"> • Supervision and coordination over incidents involving multiple aircraft or a mix of fixed- or rotor-wing aircraft 	<p>01C-54-ACDP-EP</p>
<p>2. Functions of Aerial Supervision</p> <ul style="list-style-type: none"> • “On-scene” traffic manager • Safety observer for ground personnel • Recommends aircraft needs 	<p>01C-55-ACDP-EP</p>

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Recommends Temporary Flight Restrictions (TFR) • Develops and implements communications plan • Makes tactical and logistical <u>recommendations</u> 	01C-56-ACDP-EP
<p>3. Situations Requiring Aerial Supervision</p> <ul style="list-style-type: none"> • Congested airspace • Multiple aircraft over incident • Canadian or Modular Airborne Firefighting Systems (MAFFS) • Adverse conditions (visibility, terrain, weather) 	01C-57-ACDP-EP
<p>4. Positions that may perform aerial supervision</p> <ul style="list-style-type: none"> • Air Tactical Group Supervisor (ATGS) <ul style="list-style-type: none"> – Most qualified and most common • Lead plane (LEAD) • Airtanker Coordinator (ATCO) • Helicopter Coordinator (HLCO) 	01C-58-ACDP-EP
<div style="border: 3px double black; padding: 5px; display: inline-block;"> This may be a good opportunity for a short break. </div>	

OUTLINE	AIDS & CUES
<p>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.</p>	<p>01C-03-ACDP-IR THRU 01C-08-ACDP-IR</p> <p>SG page 1C-47 THRU SG page 1C-50</p>
<p>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.</p>	
<p>VI. SCENARIO 6</p> <p>Two air attacks have been ordered for Nevada. One will be prepositioned in Winnemucca; the other in Battle Mountain.</p> <p>One air attack with ATGS is available in Minden. The other will require ordering an air attack platform and ATGS.</p> <p>A. Determine the Type of Mission</p> <p>Is the mission. . .</p>	<p>01C-59-ACDP-EP 01C-03-ACDP-IR SG page 1C-20</p> <p>01C-60-ACDP-EP</p>

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire <p>Answer: The type of flight is non-administrative since the purpose is for repositioning of resources.</p> <p>B. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	<p>01C-61-ACDP-EP</p>
<p>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.</p>	<p>01C-62-ACDP-EP 01C-63-ACDP-EP 01C-64-ACDP-EP</p>
<p>Refer students to Scenario 7 on page 1C-23 of the Student Guide. This scenario is a straight-forward airtanker order.</p>	

OUTLINE	AIDS & CUES
<p>VII. SCENARIO 7</p> <p>An airtanker is being ordered for initial attack for a fire on the Shoshone National Forest in Wyoming.</p> <p>The closest airtanker is located in West Yellowstone, Montana, and can be ordered direct due to an initial attack agreement between the units.</p> <p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire <div style="border: 2px solid black; padding: 2px; margin: 10px 0;"> <p>Answer: The type of flight is tactical fire.</p> </div> <p>B. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	<p>01C-65-ACDP-EP 01C-04-ACDP-IR SG page 1C-23</p> <p>01C-66-ACDP-EP</p> <p>01C-67-ACDP-EP</p>

OUTLINE	AIDS & CUES
<p>Answer: This flight requires the use of an Aircraft Resource Order.</p>	<p>01C-68-ACDP-EP 01C-69-ACDP-EP 01C-70-ACDP-EP</p>
<p>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.</p>	<p>SG 1C-27</p>
<p>VIII. SCENARIO 8</p> <p>Lead Plane or Aerial Supervision Module</p> <p>A. Definition of Lead Plane Operations</p> <ul style="list-style-type: none"> • An aircraft that makes low-level passes through retardant drop areas to assess flight conditions, hazards, and to identify the target <ul style="list-style-type: none"> – Works for the ATGS – Authorized to fly below 500 feet AGL <p>B. Specific Duties</p> <ul style="list-style-type: none"> • 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 	<p>01C-71-ACDP-EP</p> <p>01C-72-ACDP-EP</p> <p>01C-73-ACDP-EP</p>

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Pilot must be qualified as “Lead Plane Pilot” • May be a “Dual Role” <p>C. Situations Requiring a Lead Plane</p> <ul style="list-style-type: none"> • Dropping retardant in congested areas (e.g., airspace, urban interface, aerial hazards) 	01C-74-ACDP-EP
<p>The FAA describes, but does not define, congested areas.</p>	
<ul style="list-style-type: none"> • Multiple airtankers (more than two) • Canadian airtankers • MAFFS 	
<p>Refer students to Scenario 8 on page 1C-29 of the Student Guide. This scenario is a straight-forward lead plane order.</p>	01C-05-ACDP-IR SG page 1C-29
<p>A lead plane is being ordered for a fire outside of Grand Junction, Colorado.</p> <p>A lead plane is on duty at the Grand Junction Air Center.</p>	01C-75-ACDP-EP
<p>D. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative 	01C-76-ACDP-EP

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Tactical Fire • Tactical Non-Fire 	
<p>Answer: The type of flight is tactical fire.</p>	01C-77-ACDP-EP
<p>E. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	
<p>Answer: This flight requires the use of an Aircraft Resource Order.</p>	01C-78-ACDP-EP 01C-79-ACDP-EP 01C-80-ACDP-EP
<p>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.</p>	01C-06-ACDP-IR SG page 1C-33
<p>IX. SCENARIO 9</p> <p>An initial attack load of smokejumpers has been ordered for a new fire in Southern Idaho.</p> <p>There is a load of eight available in Battle Mountain.</p>	01C-81-ACDP-EP
<p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p>	01C-82-ACDP-EP

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	
<p>Answer: The type of flight is tactical fire.</p>	01C-83-ACDP-EP
<p>B. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter • Overhead • Equipment 	
<p>Answer: This flight requires the use of an Overhead Resource Order.</p>	01C-84-ACDP-EP
<p>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.</p>	01C-85-ACDP-EP

OUTLINE	AIDS & CUES
<p>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.</p>	<p>01C-07-ACDP-IR SG page 1C-37</p>
<p>X. SCENARIO 10</p> <p>A smokejumper booster order has been placed to cover Battle Mountain.</p> <p>They are requesting an aircraft to deliver them and remain in Battle Mountain.</p>	<p>01C-86-ACDP-EP</p>
<p>A. Determine the Type of Mission</p> <p>Is the mission . . .</p> <ul style="list-style-type: none"> • Administrative • Non-Administrative • Tactical Fire • Tactical Non-Fire 	<p>01C-87-ACDP-EP</p>
<p>Answer: The type of flight is non-administrative.</p>	<p>01C-88-ACDP-EP</p>
<p>B. Select the Ordering Process</p> <ol style="list-style-type: none"> 1. Flight Request 2. Resource Order(s) <ul style="list-style-type: none"> • Aircraft • Helicopter 	

OUTLINE	AIDS & CUES
<ul style="list-style-type: none"> • Overhead • Equipment 	
<p>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.</p>	<p>01C-89-ACDP-EP 01C-90-ACDP-EP 01C-91-ACDP-EP</p>
<p>XI. OTHER AIRCRAFT ORDERS</p>	<p>01C-92-ACDP-EP</p>
<p>Refer students to page 1C-41 of the Student Guide.</p>	<p>SG page 1C-41</p>
<p>Tell students that a new “A” number is required when you order a new resource.</p>	
<ul style="list-style-type: none"> A. Temporary Flight Restrictions B. FAA Towers 	
<p>Radio frequencies are ordered via the normal dispatch channels through the National Interagency Radio Support Cache (NIRSC).</p>	
<ul style="list-style-type: none"> C. Radio Frequencies D. Reconnaissance Aircraft E. Infrared Flights 	
<p>Review lesson objectives.</p>	<p>01C-93-ACDP-EP</p>
<p>Ask the students if there are any questions</p>	<p>01C-94-ACDP-EP</p>

AIRCRAFT DISPATCHER

UNIT 1 – AIRCRAFT FLIGHT PLANNING

LESSON C – AIRCRAFT ORDERING PROCEDURES

POWERPOINT SLIDE INDEX

<u>Reference No.</u>	<u>Description</u>
01C-01-ACDP-EP	Title Slide
01C-02-ACDP-EP	Lesson Objectives
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

<u>Reference No.</u>	<u>Description</u>
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

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

<p>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:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.) <input type="checkbox"/> Areas of high-density air traffic (airports); Commercial or other aircraft <input type="checkbox"/> Wires/transmission lines; wires along rivers or streams or across canyons <input type="checkbox"/> Weather factors: wind, thunderstorms, etc. 	<ul style="list-style-type: none"> <input type="checkbox"/> Towers and bridges <input type="checkbox"/> Other aerial obstructions: <input type="checkbox"/> Pilot flight time/duty day limitations and daylight/darkness factors <li style="padding-left: 20px;">SUNRISE _____ <li style="padding-left: 20px;">SUNSET _____ <input type="checkbox"/> Limited flight following communications 	<ul style="list-style-type: none"> <input type="checkbox"/> High elevations, temperatures, and weights: <ul style="list-style-type: none"> MAX LANDING ELEV (MSL) _____ MIN FLIGHT ALTITUDE AGL _____ <input type="checkbox"/> Transport of hazardous materials <input type="checkbox"/> Other _____
III. APPROVALS		
<p>II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST</p> <ul style="list-style-type: none"> <input type="checkbox"/> Pilot and aircraft carding checked with source list and vendor, carding meets requirements <input type="checkbox"/> OR, Necessary approvals have been obtained for use of uncarded cooperators, military, or other-government agency aircraft and pilots <input type="checkbox"/> Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled <input type="checkbox"/> Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse) <input type="checkbox"/> All DOI passengers have received required aircraft safety training; <input type="checkbox"/> OR, Aviation manager will present detailed safety briefing prior to departure <input type="checkbox"/> Bureau Aircraft Chief-of-Party will be furnished with Chief-of-Party/Pilot checklist and is aware of its use 	<ul style="list-style-type: none"> <input type="checkbox"/> Means of flight following and resource tracking requirements have been identified <input type="checkbox"/> Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained <input type="checkbox"/> Flight hazard maps have been supplied to Chief-of-Party for non-fire low-level missions <input type="checkbox"/> Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken <input type="checkbox"/> Chief-of-Party is aware of PPE requirements <input type="checkbox"/> Cost analysis has been completed and is attached <input type="checkbox"/> Other/Remarks: 	<p>NOTE: Reference Handbook 9420 for approval(s) required.</p> <p>A. MISSION FLIGHT: Hazard Analysis Performed By: _____ (Chief-of-Party Signature)</p> <p>B. MISSION FLIGHTS: Hazard Analysis Reviewed By: _____ (Dispatcher or Aviation Manager Signature Required)</p> <p>C. If Non-Fire, One-Time (Non-Recurring), Special-Use Mission, Signature of Line Manager is Required **: _____ (Line Manager Signature) _____ (Date)</p> <p>D. This Flight is Approved By: _____ (Authorized Signature) _____ (Date)</p> <p style="font-size: small; margin-top: 10px;">** For recurring Special-Use Mission, signature is required on Special-Use Air Safety Plan, and not required here.</p>

AIRCRAFT FLIGHT REQUEST/FLIGHT SCHEDULE

CHANGE #:		6838CM
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		COST-ACCOUNT/MANAGEMENT CODE(S):	
INITIAL DATE/TIME:	TO/FROM:	PHONE NUMBER:	BILLEE CODE (OAS A/C only)
6/5/00	Cin/Jamie	775-289-1900	6090
CHECK ONE: <input checked="" type="checkbox"/> Point-to-Point Flight () Mission Flight		DESIRED A/C TYPE: () Helicopter <input checked="" type="checkbox"/> 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 TO/FROM
Date	No. Pkg	Lbs.	Airport/Place	ETD	ATD	ETE	ETA	ATA	No. Pkg	Lbs	Drop-Off Points, Refueling Stops, Flight Check-ins, Pickup Points	
6/5	0		RNO	0700		1+ 0	0800				Pick up 3 PAX	
6/5	3		ELY	0815		1+ 0	0915		3		D/O 3 PAX @ Jet West	

4. FLIGHT FOLLOWING		5. METHOD OF RESOURCE TRACKING:	
<input checked="" type="checkbox"/> 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): _____		(<input checked="" type="checkbox"/>) PHONE () RADIO (<input checked="" type="checkbox"/>) To Scheduling Dispatcher @ 800-633-6097 (PHONE NUMBER) (<input checked="" type="checkbox"/>) Prior to Takeoff () Each Stop Enroute (<input checked="" type="checkbox"/>) Arrival At Destination () To: _____ (PHONE NUMBER) @ _____ (PHONE NUMBER)	
7. ADMINISTRATIVE		6. REVIEW (if applicable)	
Type of Payment Document: (<input checked="" type="checkbox"/>) OAS-23 or () OAS-2 () FS 6500-122 OTHER: _____ Route Document To: Cindy		Hazard Analysis Performed _____ Dispatch/Aviation Mgr Checklist _____ Other: _____	
9. CLOSE-OUT		CLOSED BY:	
		01C-20-ACDP-EP	

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

<p>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:</p>	
<p><input type="checkbox"/> Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.)</p> <p><input type="checkbox"/> Areas of high-density air traffic (airports); Commercial or other aircraft</p> <p><input type="checkbox"/> Wires/transmission lines; wires along rivers or streams or across canyons</p> <p><input type="checkbox"/> Weather factors: wind, thunderstorms, etc.</p>	<p><input type="checkbox"/> Towers and bridges</p> <p><input type="checkbox"/> Other aerial obstructions:</p> <p><input type="checkbox"/> Pilot flight time/duty day limitations and daylight/darkness factors</p> <p>SUNRISE: _____</p> <p>SUNSET: _____</p> <p><input type="checkbox"/> Limited flight following communications</p>
<p><input type="checkbox"/> High elevations, temperatures, and weights:</p> <p>MAX LANDING ELEV (MSL): _____</p> <p>MIN. FLIGHT ALTITUDE AGL: _____</p> <p><input type="checkbox"/> Transport of hazardous materials</p> <p><input type="checkbox"/> Other: _____</p>	
<p>II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST</p>	
<p><input checked="" type="checkbox"/> Pilot and aircraft carding checked with source list and vendor; carding meets requirements;</p> <p><input type="checkbox"/> OR, Necessary approvals have been obtained for use of uncarded cooperator, military, or other-government agency aircraft and pilots</p> <p><input checked="" type="checkbox"/> Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled</p> <p><input checked="" type="checkbox"/> Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse)</p> <p><input type="checkbox"/> All DOI passengers have received required aircraft safety training;</p> <p><input type="checkbox"/> OR, Aviation manager will present detailed safety briefing prior to departure;</p> <p><input checked="" type="checkbox"/> Bureau Aircraft Chief-of-Party will be furnished with a Chief-of-Party/Pilot checklist and is aware of its use</p>	
<p><input type="checkbox"/> Means of flight following and resource tracking requirements have been identified</p> <p><input type="checkbox"/> Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained</p> <p><input type="checkbox"/> Flight hazard maps have been supplied to Chief-of-Party for nonfire low-level missions</p> <p><input checked="" type="checkbox"/> Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken</p> <p><input type="checkbox"/> Chief-of-Party is aware of PPE requirements.</p> <p><input type="checkbox"/> Cost analysis has been completed and is attached</p> <p><input type="checkbox"/> Other/Remarks:</p>	
<p>III. APPROVALS</p>	
<p>Note: Reference Handbook 9420 for approval(s) required.</p> <p>A. MISSION FLIGHT: HAZARD ANALYSIS PERFORMED BY:</p> <p style="text-align: center;">_____ Chief-of-Party Signature</p> <p>B. MISSION FLIGHT: HAZARD ANALYSIS REVIEWED BY:</p> <p style="text-align: center;">_____ Dispatcher Or Aviation Manager Signature Required</p> <p>C. IF NON-FIRE, ONE-TIME (NON-RECURRING), SPECIAL-USE MISSION, SIGNATURE OF LINE MANAGER IS REQUIRED **;</p> <p style="text-align: right;">DATE: _____</p> <p>D. THIS FLIGHT IS APPROVED BY (Authorized Signature):</p> <p style="text-align: center; font-size: 1.2em;">Cindy Savoie DATE: 6/1/00</p> <p style="text-align: center; font-size: 0.8em;">** For recurring Special-Use Missions, signature is required on Special-Use Air Safety Plan, and not required here.</p>	

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:

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			
11. AIRCRAFT INFORMATION				LAT.				LONG.				10. ORDERING OFFICE			
BEARING		DISTANCE		BASE OR OMNI		AIR CONTACT		FREQUENCY		RELOAD BASE		OTHER AIRCRAFT/HAZARDS			
12. Request Number	Ordered Date/Time	From			RESOURCE REQUESTED	Needed Date/Time	Deliver To	To	Agency ID	Time	Resource Assigned	RELEASED		ETA	Time
		Q	T	Y								Date	To		
O-14		1	ATGS		8/5 1000	BAM							BOI		
			To meet A-9,												
			NV-CNC-0105												
13. ORDER RELAYED		ORDER RELAYED		ACTION TAKEN				ACTION TAKEN				ACTION TAKEN			
Req. No.	Date	Time	To/From	Req. No.	Date	Time	To/From	Req. No.	Date	Time	To/From	Req. No.	Date	Time	To/From

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:

RESOURCE ORDER		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			
AIRCRAFT		5. DESCRIPTIVE LOCATION/RESPONSE AREA PILOT CREEK DRAINAGE		6. SEC. 14	TWN 7E	RNG 3W	Base MDM	8. INCIDENT BASE/PHONE NUMBER 307-587-3800				9. JURISDICTION/AGENCY USFS			
				7. MAP REFERENCE				10. ORDERING OFFICE GDC							
11. AIRCRAFT INFORMATION		LAT. 44.23.00 N		LONG. 121.58.00 W											
BEARING 263	DISTANCE 86 N	BASE OR OMNI WYS	AIR CONTACT L14	FREQUENCY 122.925	GROUND CONTACT 2611	FREQUENCY 168.225	RELOAD BASE BIL	OTHER AIRCRAFT/HAZARDS H-53F							
59	60 N	BIL													
12. Request Number	Ordered Date/Time	From To	Q T Y	RESOURCE REQUESTED	Needed Date/Time	Deliver To	From To	Time	Agency ID	RESOURCE ASSIGNED	ETD	ETA	RELEASED		
													Date	To	
A-3			1	AIRTANKER	IA	#5			MT-GNF	T-00, P-3				WYS	
										N#367Y					
13. ORDER RELAYED		ACTION TAKEN		ORDER RELAYED				ACTION TAKEN							
Req. No.	Date	Time	To/From	Req. No.	Date	Time	To/From								

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:

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:

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:

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		8. INCIDENT BASE/PHONE NUMBER				9. JURISDICTION/AGENCY							
BATTLE MOUNTAIN AIRPORT		14		17E		3W		775-587-3800				BLM							
7. MAP REFERENCE		LAT.		AIR CONTACT		FREQUENCY		GROUND CONTACT				RELOAD BASE							
		44.23.00 N						CNIDC				168.225							
11. AIRCRAFT INFORMATION		BEARING		DISTANCE		BASE OR OMNI		AIR CONTACT		FREQUENCY		RELOAD BASE		OTHER AIRCRAFT/HAZARDS					
12. Request Number		Ordered Date/Time		Q T Y		RESOURCE REQUESTED		Needed Date/Time		Deliver To		Agency ID		RESOURCE ASSIGNED		RELEASED Date To		ETA Time	
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		ORDER RELAYED		ACTION TAKEN		ACTION TAKEN		ORDER RELAYED		ACTION TAKEN		ORDER RELAYED		ACTION TAKEN					
Req. No.		Date		Time		To/From		Req. No.		Date		Time		To/From					

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