**AVIATION INCIDENT/ACCIDENT RESPONSE**

 **GUIDE**

****

 **Reviewed by: Date:**

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*Do not waste time trying to figure out if an event is an accident, that’s not your job.*

*If you have an event with an aircraft that results in damage or injury no matter how slight.*

**REPORT IT—1-888-464-7427 (888-4MISHAP).**

Then follow your Bureau / Agency procedures

##### MARCH 22, 2022

#####

##### AIRCRAFT ACCIDENT/INCIDENT GENERAL INFORMATION

**It is important that you take a few minutes to become familiar with this guide.**

This guide establishes the actions to take in the event of an aircraft incident, accident, or search and rescue. The intent is for this guide to be reviewed and revised to fit the needs of the local user. The scope of this guide outlines the basic procedures necessary to activate all emergency, crash, search, rescue, and associated support services as rapidly and orderly as possible.  **Only after local updating will this guide satisfy the needs of a thorough plan of action.** It is recommended that this guide be updated annually. Per USFS policy, Forest Service users will review and update annually.

This guide has four major categories:

**- Overdue Aircraft**

**- Missing Aircraft**

**- Aircraft Accident - Aircraft Within Crash/Fire/Rescue Airport’s Response Area.**

**- Aircraft Accident - Aircraft Away From Crash/Fire/Rescue Equipped Airport.**

Each category lists priorities and actions to follow.

Additional information is provided in the appendices to assist in the planning and execution phases of Crash, Search, and Rescue.

**PLAN \* ACT \* INFORM \* COORDINATE \* LOCATE \* RECOVER \* SECURE \* RECORD**

**Someone’s Life May Depend on Your Actions**

 **SIX THOUGHTS**

Thoughts to consider in any aviation operation:

1. You are now in charge of a sacred trust, the safety of human lives.

2. You must not let undue pressure (expressed or implied) influence your

 judgment during the performance of this sacred trust.

3. You must be able to develop a team in which members must participate

 and contribute to the safety of the operation.

4. You must delete “false pride,” “calculated risk,” “real world,” and

 “good enough for Government work” from your professional vocabulary.

5. You will not be criticized or stigmatized for any decision you make

 which will ensure added safety to an operation.

6. You must not let your actions instill the attitude of competition

 between pilots. This attitude may hinder their performance and may compromise the safety

 of the mission.

**AVIATION ACCIDENT/INCIDENT GENERAL INFORMATION**

#### OVERDUE AIRCRAFT

An aircraft normally will be initially considered “overdue” at the scheduled check in time if a loss of AFF signal occurs or it has not completed the required check-in by radio or telephone within the time frame specified in the flight following request. This time frame may be an elapsed period of time such as “every 15 minutes” for reconnaissance flights or may be Estimated Time of Arrival at a destination or reporting point. Dispatchers or persons responsible for Flight Following are responsible for initiating actions and documenting all actions, contacts, conversations, and times, as specified by this guide. Remember, it is also important to notify all parties of any changes in status including locating the aircraft.

**If overdue aircraft is located at its destination or with only communications problems preventing contact, cancel with all parties previously notified.** If the overdue aircraft is not located before anticipated fuel exhaustion, or (better yet) at another time designated by the agency, declare the aircraft missing and proceed with the search and rescue (SAR) phase (see Missing Aircraft checklist).

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Action** | **Contact and Phone** | **Time Log** |
| **Immediately at time aircraft is due** | Attempt to contact aircraft by radio or phone.If equipped, review Automated Flight Following data.Contact destination agency airbase or airport.Gather info required for Aircraft Accident report. |  |  |
| **15 minutes past due** | Contact originating or enroute agency dispatch.Contact originating or enroute agency airbase.Contact originating or enroute airports |  |  |
| **30 minutes past due** | Contact vendor home base.Contact the Fort Worth Flight Service Station – Primary responsibility is to address “concerned party report” for missing or overdue VFR aircraft. Flight Services will go through a checklist which may include issuing an Alert Notice (ALNOT). Upon calling the phone number you will hear “Leidos Light Outage Reporting and Notice to Airman Line” and will be prompted to provide the state which you are calling about.Notify local Aviation Safety Officer. | For incident in AZ, NM, and TXFAA Flight Service Station – Leidos Light Outage Reporting and Notice of Airman Line(877) 487-6867 |  |

IF AIRCRAFT IS LOCATED AND HAS NOT EXPERIENCED A MISHAP, **CANCEL ANY SEARCH/RESCUE PROCEDURES THAT HAVE BEEN INITIATED,** ANDCOMPLETE SAFECOM.

**IF AIRCRAFT IS DETERMINED TO BE MISSING, GO TO MISSING AIRCRAFT SECTION.**

**OVERDUE AIRCRAFT**

**MISSING AIRCRAFT**

An aircraft is officially missing when its fuel duration, as reported on its request for flight following or as reported on its FAA Flight Plan, has been exceeded and the aircraft’s location is not known. Agencies have the option of instituting missing aircraft procedures at any time prior to fuel exhaustion time.

The Missing Aircraft designation requires that all the items on the following checklist are completed and available for reference purposes when conducting this phase. Documentation of all actions, contacts, conversations, and time is an absolute necessity during the missing aircraft phase.

The Missing Aircraft phase cannot be conducted solely in-house by the agency. The National Search and Rescue (SAR) Plan requires coordination with SAR agencies.

|  |  |  |  |
| --- | --- | --- | --- |
| **Time** | **Action** | **Contact and Phone** | **Time Log** |
| **Anytime the fuel****duration is exceeded****or if an aircraft is****missing and an****accident is suspected** | Contact vendor home base.Contact the Fort Worth Flight Service Station – primary responsibility is to address “concerned party report” for missing or overdue VFR aircraft. Flight Services will go through a checklist which may include issuing an Alert Notice (ALNOT). Upon calling the phone number you will hear “Leidos Light Outage Reporting and Notice to Airman Line” and will be prompted to provide the state which you are calling about.Notify local Aviation Safety Officer. | For incident in AZ, NM, and TXFAA Flight Service Station –Leidos Light Outage Reporting and Notice of Airman Line(877) 487-6867 |  |

**SEARCH AND RESCUE.** Search and Rescue (SAR) operations will be coordinated through the FAA Flight Service Station to the Air Force Rescue Coordination Center (AFRCC) console: (877) 487-6867 and with local law enforcement agencies (Arizona - County Sherriff’s Department , New Mexico - State Police).

#### MISSING AIRCRAFT

#### MISSING AIRCRAFT

**Although one or two items in the sequence may be unknown at the time START THE ACTION. Keep an accurate written log and fill in the blanks as best you can.**

|  |
| --- |
| As much as possible obtain the following information on the missing aircraft: |
| **CAUTION: Do not announce over the radio the names of individuals involved in missing aircraft.** |
| \*Point of Contact for the person who will provide information and direct actions:  |
| 1. Name of pilot(s):  |
| 1. Name of passenger(s) and agency affiliation. How many?
 |
| 1. Aircraft registration number “N” -
 |
| 1. Type of aircraft -
 |
| 1. Color of aircraft -
 |
| 1. Type of mission -
 |
| 1. Last known location, time, latitude, and longitude.
 |
| 1. Point of takeoff and time.
 |
| 1. Destination and ETA.
 |
| 1. Was flight plan filed with FAA or Agency?
 |
| 1. Fuel duration in hours and minutes.
 |
| 1. Last reported course heading and speed.
 |

When the aircraft is located and has experienced a mishap, assure that all participating agencies are informed, then proceed immediately into the recovery phase. See Aircraft Accident procedures.

Note: Aerial search missions are potentially hazardous. Search aircraft must stay within their assigned and coordinated search area. A common search radio frequency is mandatory. The search aircraft making the “find” is further exposed to hazards due to excitement and desire to help. Brief on (1) the danger of crashing at the crash site and (2) when the find is announced on the search frequency, all search aircraft clear the area unless specifically requested to participate in the rescue phase.

#### MISSING AIRCRAFT

 **MISSING AIRCRAFT**

**The following SHALL be notified**. This is normally done by the local aviation manager or designee. (The local unit should modify this page to meet their needs).

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE/TIME****NOTIFIED** | **ACTION** | **COMMERCIAL** | **HOME** |
|  | Local Line Officer (Name) |  |  |
|  | Regional /State/Area Aviation Safety Manager |  |  |
|  | Zone Dispatch Center |  |  |
|  | Geographic Coordination Center | 505-842-3473 |  |
|  | Local Personnel Officer (as appropriate) |  |  |
|  | Public Information Officer |  |  |
|   | **To start local Search and Rescue Operations contact:** |  |  |
|  | Local Law Enforcement Officials (County Sheriff, State Police, etc.). They will notify local search rescue unit if needed and........(include “local” contacts below) |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Follow up documentation by reporting in the SAFECOM system |  |  |
|  |  |  |  |

**MISSING AIRCRAFT**

**AIRCRAFT ACCIDENT - AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

Aircraft accident notification may be the result of a search effort for a missing aircraft or may be an initial report from a person or persons observing the mishap occurring or locating a yet unreported missing aircraft.

The initial action, by the observer(s) of the mishap, should be reporting the mishap location. The dispatch office or other agency designated office then becomes the action office for response, rescue, and notification.

The action office needs all the information immediately obtainable as to injured and/or deceased persons to request adequate ambulance and life support equipment. The absences of this information should not delay initiating lifesaving actions. Early establishment of communications with the mishap site is critical.

**Documentation of all actions, activities, contacts, conversations, aircraft and personnel dispositions, and times are mandatory.**

|  |  |  |
| --- | --- | --- |
| **Date/Time** **Notified** | **Action** | **Telephone** |
|  | Notification received by designated action office. |  |
|  | Contact pre-designated rescue units: Agency (Helicopter, Rappellers, Smokejumpers, etc.) Cooperators (Military, Local Law Enforcement, etc.) |  |
|  | Air Ambulance |  |
|  | Ground Ambulance (if applicable) |  |
|  | County Sheriff/State Police, etc. |  |
|  | County Coroner |  |
|  | Notify agency staff for district, state, and/or area - seeAircraft Accident Notification Checklist. |  |
|  | Notify Air Force Rescue Coordination Center (AFRCC) to preclude search and/or rescue missions by others (example: ELT, if activated, will cause the National SAR Plan to beactivated). | 1-800-851-3051 |
|  | Arrange for security at the mishap site. See “**PREPARING** **FOR THE ARRIVAL OF THE INVESTIGATION TEAM.”** |  |
|  | Obtain a FAR 91.137, temporary flight restriction, if needed. |  |
|  | Assign radio frequency as needed. |  |

Other agency follow-up actions may include deactivating the ELT (most positive method is battery removal) and notifying FSS of the deactivation.

(CONTINUE NEXT PAGE)

**AIRCRAFT ACCIDENT - AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

**AIRCRAFT ACCIDENT - AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

**Although one or two items in the sequence may be unknown at the time START THE ACTION. Keep**

**an accurate written log and fill in the blanks as best you can.**

|  |
| --- |
| As much as possible obtain the following information on the accident aircraft. |
| 1. Name of pilot(s):
 |
| 1. Name of passenger(s) and agency affiliation. How many?
 |
| 1. Aircraft registration number “N”:
 |
| 1. Type of aircraft.
 |
| 1. Color of aircraft.
 |
| 1. Type of mission.
 |
| 1. Location of accident. Give latitude and longitude, if known.
 |
|  a. Locate on local agency map. |
|  b. Locate on aviation sectional chart. Plot radials from at least two VOR Stations. Obtain latitude and  longitude location. |
| 1. Date and time of accident.
 |
| 9. Number of Injuries or fatalities, if known. If information is given via radio**, the names of deceased and/or seriously injured will not be stated**. Express need for coroner if there are fatalities. |
| 10. Name, address, telephone number of person reporting accident. |
| 11. Assistance at or on way to accident site. |
| 12. Nearest airport to accident site. |

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**AIRCRAFT ACCIDENT - AWAY FROM CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

**AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**



**AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**USFS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

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**USFS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**BIA AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

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**BIA AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**BLM AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**



**BLM AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**FWS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**Fish and Wildlife**

**FWS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**NPS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

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**NPS AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**ARIZONA STATE AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**



**ARIZONA STATE AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**NEW MEXICO STATE AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

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**NEW MEXICO STATE AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**NEW MEXICO STATE AIRCRAFT ACCIDENT NOTIFICATION FLOWCHART**

**AIRCRAFT ACCIDENT NOTIFICATION CHECKLIST**

Local aviation manager or designee **shall notify** the following as appropriate to their specific agency: This is normally done by the local aviation manager or designee. (The local unit should modify this page to meet their needs).

|  |  |  |  |
| --- | --- | --- | --- |
| DATE/TIME NOTIFIED | ACTION | COMMERCIAL | HOME |
|  | Local aviation manager (District Aviation Manager, Forest Aviation Officer, etc.). |  |  |
|  | Local Line Manager/Officer |  |  |
|  | Local County Sheriff’s Office if they have not alreadybeen notified.  |  |  |
|  | DOI/USDA-FS 24 hour Aircraft Accident Reporting Hot Line. | 1-888-464-7427 |  |
|  | Regional /State/Area Aviation Safety Officer/Manager |  |  |
|  | Geographic Area Coordination Center and/or ZoneCoordination Center | (505) 842-3473SWCC |  |
|  | Local Personnel Officer |  |  |
|  | Local Public Information Officer |  |  |
|  | Ensure SAFECOM (FS) or Initial Report of Aircraft Mishap OAS-77 data form (DOI) have been completed. |  |  |

**AIRCRAFT ACCIDENT NOTIFICATION CHECKLIST**

**AIRCRAFT ACCIDENT - WITHIN CRASH/FIRE/RESCUE AIRPORT’S RESPONSE AREA**

The planning for a mishap within the crash/fire/rescue (CFR) response area associated with an airport with established crash/fire/rescue procedures must include obtaining and posting the subject airport’s (1) CFR plan, (2) emergency alarm/notification procedure and (3) the crash/rescue grid map of the response area. Note: The CFR plan and response area map are available from Airport Manager.

The local CFR plan becomes primary in the initial rescue effort, with the agency being secondary. Do not interfere with the established plan or, through lack of knowledge, duplicate efforts that lead to confusion and delays in life saving efforts.

Coordinate assumption of control of the mishap site (or removal of the mishap aircraft) with the CFR Agency, the FAA, and the local law enforcement.

**Documentation of all actions, activities, contacts, conversations, aircraft and personnel dispositions, and times is mandatory.**

|  |  |  |
| --- | --- | --- |
| Date/Time Notified | Action | Telephone |
|  | Activate CFR plan immediately |  |
|  | Participate in CFR plan as requested by CFR plan agency |  |
|  | Notify agency staff for district, state, and/or area. See contactsand telephone numbers in previous section: Aircraft Accident - Away From Crash/Fire/Rescue Equipped Airport |  |
|  | Contact Regional /State/Area Aviation Safety Manager/Officer or Aviation Manager/Officer and complete SAFECOM (FS) or OAS-77 Form (DOI).  |  |
|  | Arrange for security at the mishap site. See **“PREPARING****FOR THE ARRIVAL OF THE INVESTIGATION TEAM.”** |  |

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**AIRCRAFT ACCIDENT- WITHIN CRASH/FIRE/RESCUE AIRPORT’S RESPONSE AREA**

AIRCRAFT ACCIDENT - WITHIN CRASH/FIRE/RESCUE AIRPORT’S RESPONSE AREA

Although one or two items in the sequence may be unknown at the time **START THE ACTION**. Keep an accurate written log and fill in the blanks as best you can.

|  |
| --- |
| As much as possible obtain the following information for the accident aircraft: |
| 1. Activate Airfield/Helibase Crash Rescue.
 |
| 1. Perform Rescue and Emergency Assistance.
 |
| 1. Name of pilot(s):
 |
| 1. Name of passenger(s). How many?
 |
| 5. Aircraft registration number “N”:  |
| 1. Type of aircraft.
 |
| 1. Color of aircraft.
 |
| 1. Type of mission.
 |
| 1. Location of accident/name of airport. Give latitude and longitude, if known.
 |
| 1. Date and time of accident.
 |
| 11. Number of injuries or fatalities, if known. **If information is given via radio, the names of deceased and/or seriously injured will not be stated.** Express need for coroner if there are fatalities. |
| 1. Name, address, telephone number of person reporting accident.
 |
| 13. Assistance at or on way to accident site. |

\*Notify Local Dispatch and continue with notifications as presented in **AIRCRAFT ACCIDENT - AWAY FROM**

**CRASH/FIRE/RESCUE EQUIPPED AIRPORT**

**AIRCRAFT ACCIDENT- WITHIN CRASH/FIRE/RESCUE AIRPORT’S RESPONSE AREA**

**INITIAL ACTION CHECKLIST INSTRUCTIONS TO RESCUE PERSONNEL**

## ASSESS THE RISK – FIRE, FUEL, HAZARDOUS MATERIALS –

1. Assist Survivors: Administer first aid to injured and transport as soon as possible.

2. If there is any danger of a fire, move survivors a safe distance away. Establish a “NO SMOKING” rule; fire and

 explosion are a real danger with residual fuel and hot metals.

3. Conduct thorough search of the accident site and surrounding area for additional survivors.

4. Establish communications with Unit Dispatcher and/or rescue personnel and with the Accident Scene Officer-in-

 Charge (see “Preparing for the Arrival of the Investigation Team”). Inform appropriate personnel

 (dispatcher/law enforcement officer) if there is a need for a coroner. The coroner will give instructions for

 removal and transportation of bodies. Notify appropriate personnel (dispatcher/law enforcement officer) of best

 method of transporting injured personnel:

a. Ambulance helicopter

b. Ambulance fixed-wing

c. Ground ambulance

5. Secure and preserve the accident site:

a. Flag or rope off the accident site area (Note: Accident site may extend a significant distance from the

 aircraft). Do not disturb accident site except for life-saving purposes (e.g. extraction of personnel).

b. Request law enforcement (agency and/or local). Allow only authorized personnel on the accident site.

 Keep bystanders and unauthorized personnel away from the accident site until arrival of law

 enforcement. Aircraft may be released only by the Contracting Officer (CO). After an accident, the aircraft is no longer the vendor’s property until released by the CO.

c. If no road access or emergency medical service (EMS) helicopter has been requested, prepare helispot.

 Assign most-qualified personnel to manage.

6. Identify all witnesses:

a. Name

b. Address

c. Telephone Number

d. Record on tape or have witness write down preliminary statement.

7. Keep a record of all the actions completed and give to the accident investigation team.

 **INITIAL ACTION CHECKLIST INSTRUCTIONS TO RESCUE PERSONNEL**

 **PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

This is a checklist of some tasks, which both the Line Manager and Aviation Manager can use to take charge of the accident scene and prepare for the arrival of a trained aircraft accident investigator and/or the aircraft accident investigation team. Some items may not be applicable and others may need to be added, depending on the circumstances of the accident. This list was developed with the objective of providing a place to start during upsetting times.

A. General: The local Line Manager should establish an Officer-in-Charge of Search/Rescue. The first agency

 employee to arrive at the scene of the accident will be responsible for crash site protection until relieved by

 Accident Scene Officer-in-Charge or by the appointed accident investigation team. Accident scene protection

 by the Line Manager can last from a few hours to several days, depending upon location, accessibility, etc. The

 time will depend on which level of the organization will take jurisdiction, what intermediate actions are taken and

 how long it will take the investigation team to travel to the site, assemble, organize, and take charge.

B. Off-Scene Responsibilities: The Officer-in-Charge will ensure the following off-scene tasks are

 accomplished:

1. Procedures in this Aircraft Crash, Search, and Rescue Guide are followed; **emergency notifications made**

 **promptly.**

2. Determine accident scene land ownership. If the accident site is determined to be on Private or State Lands,

 ensure that notification is made to the appropriate parties.

3. Inform receptionists and others who may answer the telephone to pay particular attention to anyone calling in

 who may have witness information. The investigation team will want to contact those persons, so they will

 need names and telephone numbers for later contact.

4. Prepare a list of names, telephone numbers, addresses, etc., of all known witnesses at or near the accident

 scene.

5. Obtain all available weather data for the area. Order additional weather information to be taken at weather

 stations in the area, and be prepared to do it again 24 hours later. The information may be needed to compare

 with weather readings at the accident scene to estimate the weather at the time and place of the accident.

6. Determine when and where the aircraft was last fueled, and request the supplier to take fuel samples for the

 agency to pick up later. It is best if the Officer-in-Charge can do the fuel sample at the last fueling site; but it is

 recognized that this is not always possible.

7. Obtain the following names and telephone numbers:

a. The sheriff or other local law enforcement officer having jurisdiction.

b. The coroner or other person having jurisdiction over the removal of the remains.

c. The attending medical doctor for those injured in the accident.

d. The landowner if the accident occurred off Federally owned lands.

e. The names and telephone numbers of any reporters who have requested information for media

 dissemination. The chief investigator or Agency PIO will be in touch with them, when information

 becomes available.

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**PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

 **PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

8. Arrange transportation for the use of the investigation team. Two vehicles will probably be needed and one

 person who is familiar with the area-hospital, sheriff’s office, witness addresses, etc. A helicopter and/or

 airplane may be needed for transportation of the team to remote sites.

9. Arrange lodging for the team at a city/town nearest the accident site.

10. Prepare for a brief entrance conference with the chief investigator upon his arrival. The local Line Officer

 should make available all personnel involved in the flight (Aviation Manager, Dispatcher, etc.)

11. Obtain five topographic and agency maps of the area. Aerial photographs, if available, plus any other maps

 the unit believes will be helpful to the investigation team, should be included.

12. If the aircraft was under contract to the agency, secure a copy of the contract for the investigation team.

13. Obtain agency radio logs, tapes, flight request/schedule, weather observations and forecasts, etc., that may

 contain information (no information can also be evidence) relating to the accident.

14. Determine whom the Line Officer wants to designate as the unit’s primary contact with the chief investigator.

15. Establish a work area with desk, telephone, and computer station for use by the chief investigator.

C. On-Scene Responsibilities: Identify an Officer-in-Charge who will ensure the following on-scene tasks

 are accomplished. Take all actions based on the following priorities:

a. **Protect people** - Lifesaving operations takes first priority.

b. **Protect property** - Property should be protected from unnecessary additional damage.

c. **Preserve evidence** - Treat the area as if it was a crime scene. Provide security and identify witnesses.

d. **Notify and investigate** - Report the accident using your organization’s chain of command.

e. **Recovery operations** - Everything at the site is under the control of the NTSB until released.

1. Deactivate (disable) the emergency location transmitter (ELT). (Most positive method is battery removal).
2. Prevent unauthorized people from conducting activities that will destroy important information. Ground impact points should be preserved; that is, people should not be walking around to satisfy their curiosity. They may damage evidence.
3. Ensure that personnel involved in the search and rescue do not broadcast the names of aircraft occupants or state the extent of injuries over the radio system.
4. Personnel should be advised that the wreckage is hazardous. Fuel can burn; tires can explode; gases and metals can be ingested by the body; bacteria can be present; corrosive liquids may be exposed; liquid and solid poisons may be present; chemical reactions may have occurred, especially if there has been a fire; personal baggage and equipment contain unknown items; etc. The Officer-in-Charge should stay away from the wreckage and keep others away from it until a trained aircraft accident investigator arrives. Personal risk should only be taken to assist evacuation of the injured. The removal of bodies falls with the New Mexico State Medical Examiner’s authority.
5. **Hazards at an aircraft accident site** can include:
	1. **Biological Hazards** – Hepatitis B Virus (HBV), Human Immunodeficiency Virus (HIV), and many others. See OSHA’s 29 CFR 1910.1030 for control measures. Toxic Substances – Fuel, hydraulic fluid, and exotic aircraft materials, such as, beryllium, lithium, chromium, and mercury.

**PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

**PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

1. **Pressure Vessels** – Tires (often above 90 psi), hydraulic accumulators, oleo struts, oxygen cylinders, and fire extinguishers. They may look OK but may have been damages in the crash.
2. **Mechanical Hazards** – Metal under tension (rotor blades bent under the fuselage), heavy objects, composite materials, and innumerable sharp edges.
3. **Fire Hazards** – Unburned fuel, hot metal (or other components), aircraft batteries, pyrotechnics, and the ignition of grass/brush around the accident. Be cautious of smoldering items which may re-ignite.
4. **Environmental Hazards** – Weather, terrain, and animals (snakes, spiders, scorpions, etc.) Depending on the location and time or year, the environment may be among the most serious hazards at the scene.
5. Prepare written notes on all activities at the accident scene. Each recording should include the date and time of the activity and observation. Ensure an accurate recording will be made by someone until the wreckage in removed. **Information** may include:
	1. Time the agency Officer-in-Charge arrived at the scene.
	2. Other personnel who were or may have been at the accident location (date/time/location relative to the crash site) before the arrival of the Officer-in-Charge.
	3. Weather observations and any odors (such as fuel) noticed upon arrival.
	4. Any wreckage moved or removed and by whom.
	5. First aid and medical assistance rendered to the injured.
	6. Removal of fatally injured persons necessitates the recording of:
		1. Which body came from which seat or where was the body found
		2. Seat belt usage (or lack thereof).
		3. A description of the type and color of clothing
		4. Inventory of persona effects removed – such as counting cash in a wallet, listing all identification cards, match books, loose pocket change, keys, pocket notebooks, pens, and personal protective equipment worn or found.
	7. Names of all persons visiting the accident scene after arrival of the Officer-in-Charge.
	8. Any other information that might help the investigation team.
6. Take photographs, if possible, before removing remains or disturbing wreckage. This should be foregone if there are injured that need to be evacuated. In that case a written recording and/or photographs taken after the fact will suffice. Preserving life is the number one priority. Digital camera capability is widely available through smart phones and some evidence may be easily destroyed prior to the arrival of the accident investigators. Photograph switch positions, ground scars, and other perishable evidence. Collect copies of all photos and videos taken by witnesses, participants and rescuers.
7. Control access to the site. Flag or rope off the accident scene to prevent unauthorized access. Colored flagging is preferred, to allow for later pictures taken from the air by the investigation team.
8. Accept all written narrative witness statements, place them in an envelope, and transmit them to a central point

 for collection by the investigation team or by the first trained investigator that arrives. To the extent possible, do

 not allow anyone to verbally question the witness. Questions by an untrained person can contaminate (modify

 and/or change) the information the witness will provide. Encourage written statements made by each person;

 attempt to separate all witnesses. **Get witnesses’ names, addresses, e-mail addresses and phone numbers.**

**PREPARING FOR THE ARRIVAL OF THE INVESTIGATION TEAM**

**REQUEST INFORMATION – HELICOPTER AMBULANCE**

**A. Injury Information:**

1. Total personnel involved in mishap \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Time of mishap \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Type or extent of injuries (vitals, level of consciousness, approximate weight of patient):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. Mishap Site Information:**

1. Unit/Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Contact telephone number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Radio frequency to contact unit/agency: VHF – AM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ VHF- FM \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Location of mishap:

a. Township\_\_\_\_\_\_\_\_\_\_\_\_Range\_\_\_\_\_\_\_\_\_\_\_\_Section\_\_\_\_\_\_\_\_\_\_\_\_1/4 Section\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

b. Latitude \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Longitude\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

c.\_\_\_\_\_\_\_\_\_\_\_\_\_\_Nautical miles at\_\_\_\_\_\_\_\_\_\_\_\_\_\_Degrees from\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_VOR

d. Prominent landmark: Distance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Direction \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Site Contact:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Radio frequency at mishap site:

Primary: VHF- AM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, VHF- FM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary: VHF- AM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , VHF- FM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Other known aircraft in the area (call signs):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Air-to-Air Frequency:

Primary: VHF- AM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, VHF- FM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secondary: VHF- AM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, VHF- FM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Special information, flight hazards, MOAs, MTRs, etc.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Landing site(s) and conditions (is it completed or when will it be completed):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. Proximity of landing site to mishap site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10. Nearest available AV Gas/Jet A fuel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. Conditions at the mishap site:

Wind direction \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Wind velocity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ceiling and visibility\_\_\_\_\_\_\_\_\_\_\_\_\_ Obstructions to visibility\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Temperature \_\_\_\_\_\_\_\_\_\_\_ Degrees (F or C)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Elevation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sunrise \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Sunset \_\_\_\_\_\_\_\_\_\_\_\_\_\_Description of Terrain\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note: EMS helicopters do not usually carry extrication equipment nor are the EMS personnel always trained in these procedures**. Ensure that if is capability is needed, it is immediately ordered from a locally known source

(the local sheriff is a logical contact point).

**REQUEST INFORMATION – HELICOPTER AMBULANCE**

 **HELICOPTER AMBULANCE SERVICE IN & ADJACENT TO YOUR AREA**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **LOCATION** | **FACILITY** | **CALL SIGN** | **TYPE****A/C** | **PHONE NUMBER** | **LAT/LONG** | **COMMENTS** |
|  |  |  |  |  |  |  |
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**TRANSPORTING INJURED PERSONNEL BY HELICOPTER**

**Please insert local hospital frequency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**HELICOPTER AMBULANCE SERVICE IN & ADJACENT TO YOUR AREA**

**EMERGENCY RESPONSE TELEPHONE LIST**

|  |  |  |
| --- | --- | --- |
|  | **COMMERCIAL PHONE** | **24 HOUR PHONE** |
| LOCAL LAW ENFORCEMENT: |  |  |
| LOCAL LAW ENFORCEMENT: |  |  |
| COUNTY/STATE LAW ENFORCEMENT: |  |  |
| COUNTY/STATE LAW ENFORCEMENT: |  |  |
| LOCAL FIRE DEPARTMENT: |  |  |
| LOCAL FIRE DEPARTMENT: |  |  |
| HOSPITAL: |  |  |
| HOSPITAL: |  |  |
| BURN CENTER: |  |  |
| POISON CENTER: |  |  |
| GROUND AMBULANCE SERVICE: |  |  |
| GROUND AMBULANCE SERVICE: |  |  |
| LOCAL UTILITY COMPANIES:GAS:ELECTRIC: |  |  |
| EMS HELICOPTER: |  |  |
| EMS HELICOPTER: |  |  |
| EMS HELICOPTER: |  |  |
| MILITARY HELICOPTER (EMS): |  |  |
| FIXED WING AMBULANCE SERVICE: |  |  |
|  |  |  |
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**EMERGENCY RESPONSE TELEPHONE LIST**

#### FAA TELEPHONE NUMBERS

|  |  |
| --- | --- |
| FAA OFFICE | PHONE NUMBER |
| LOCAL TOWER |  |
| AIR ROUTE TRAFFIC CONTROL CENTER ALBUQUERQUE – KZAB | (505) 856-4591 |
| For incidents in AZ, NM and TX – Flight Service Station in Fort Worth, TX | Leidos Light Outage Reporting and Notice of Airmen Line**(877) 487-6867** |
|  |  |
|  |  |
|  |  |

### FAA TELEPHONE NUMBERS

**FOREST SERVICE**

 **AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

|  |  |  |
| --- | --- | --- |
| **FOREST CONTACT** | **NAME** | **OFFICE/CELL** |
| FOREST SUPERVISOR |  |  |
| FOREST AVIATION OFFICER |  |  |
| FIRE MANAGEMENT OFFICER |  |  |
| PERSONNEL OFFICER |  |  |
| ADMINISTRATIVE OFFICER |  |  |
| PUBLIC INFORMATION OFFICER |  |  |
| LAW ENFORCEMENT OFFICER |  |  |

|  |  |  |
| --- | --- | --- |
| **USFS REGIONAL****Office**  | **NAME** | **OFFICE/CELL**  |
| REGIONAL AVIATION SAFETY MANAGER | JENNIFER MARTYNUIK | (O) (505) 842-3359(C) 505) 288-2112 |
| REGIONAL AVIATION OFFICER | JAMI ANZALONE | (O) (505) 842-3351(C) (505) 362-7024 |
| REGIONAL DIRECTOR, FIRE AND AVIATION  | JAKE NUTTALL | (O) (505) 842-3350(C) (505) 250-1353 |
| DEPUTY REGIONAL DIRECTOR, FIRE AND AVIATION | TBD | (O) (505) 842-3281 |
| REGIONAL FORESTER | MICHIKO MARTIN | (O) (505) 842-3301 |
| DEPUTY REGIONAL FORESTER, S&PF | KERWIN S. DEWBERRY | (O) (520) 388-8306(C) (520) 262-1652 |
| REGION HEALTH AND SAFETY MANAGER | DANIEL FRYE*Acting* | (O) (308) 430-5712 |
| ASST. DIRECTOR – RISK MANAGEMENT OFFICER | RYAN MYERS | (O) (505) 842-3461 (C) (916) 207-0233 |
| REGIONAL AVIATION CONTRACTING OFFICERS:AIRTANKERS LIGHT FIXED WINGROTOR WING T1, T2, T3 | MATT OLSONMATT MORRISDAVE HERSHEY  | (O) (208) 387-5835(O) (208) 749-1603(O) (208) 387-5627 |
| BRANCH CHIEF – AVIATION SAFETY  | LORI CLARK | (O) (406) 370-1710(C) (406) 370-1710 |
| REGIONAL SPECIAL AGENT (LEO) | JAMES ALFORD | (O) (505) 842-3104(C) (505) 377-8470 |

**FOREST SERVICE TELEPHONE CONTACT LIST**

### BUREAU OF INDIAN AFFAIRS

**AVIATION RELATED ACCIDENT/INCIDENT CONTACT LIST**

|  |  |  |
| --- | --- | --- |
| **BUREAU OF INDIAN AFFAIRS** |  **NAME** | **OFFICE/CELL****NUMBER** |
| Inter Regional Aviation Manager(AZ,CA,CO,NM,NV,OK,UT & Eastern Region) | DAVE UNDERWOOD  | (O) (505) 563-3376(C) (505) 362-7029  |
| Regional Aviation Manager(Great Plains, Rocky Mountain and Midwest)  | DAVE UNDERWOOD (*Acting*)  | (O) (505) 563-3376(C) (505) 362-7029 |
| National Aviation Manager | JOEL KERLEY | 1. (208) 387-5371

(C) (208) 859-7215  |
| BIA Branch Chief, Wildland Fire | LEON BEN | (O) (208) 387-5697 |
| Area Office Aviation Manager |  |  |
| Area Fire ManagementOfficer |  |  |
| BIA Regional Director |  |  |
| Agency Aviation Manager |  |  |
| Agency Fire ManagementOfficer |  |  |
| Agency Superintendent  |  |  |

### BUREAU OF INDIAN AFFAIRS

**AVIATION RELATED ACCIDENT/INCIDENT CONTACT LIST**

**ARIZONA**

**BUREAU OF LAND MANAGEMENT**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

|  |  |  |
| --- | --- | --- |
| **BLM MANAGEMENT** | **NAME** | **OFFICE/CELL****NUMBER** |
| STATE AVIATION MANAGER | DON JUAN KILMER | (C) (928) 228-3625 |
| STATE FIRE MANAGEMENT OFFICER | KELLY CASTILLO | (O) (602) 417-9550(C) (602) 689-6224  |
| PUBLIC AFFAIRS SPECIALIST | DOLORES GARCIA | (O) (602) 417-9241(C) (602) 828-8734 |
| DEPUTY STATE PUBLIC AFFAIRS SPECIALIST | AMBER CARGIL | (O) (602) 417-9448(C) (480) 392-1422 |
| STATE SAFETY OFFICER | CLARENCE COFFEY | (C) (480) 250-5560 |
| STATE SPECIAL AGENT IN CHARGE |  ADAM SULLY (Acting) | (O) (503) 808-6469 |
| STATE PERSONNEL OFFICER | MIKE DICKINSON | (O) (602) 417-9259(C) (602) 501-3299 |
| STATE DIRECTOR | RAY SUAZO  | (O) (602) 417-9500 |
| ASSOCIATE STATE DIRECTOR | GERA ASHTON | (O) (602) 417-9500 (C) (480) 665-9491   |
| DEPUTY STATE DIRECTOR, LANDS AND MINERALS  | ELENA FINK | (O) (602) 417-9301 |
| BLM SOUTHWEST AREA COORDINATOR  | KENAN JAYCOX | (O) (505) 842-3473(C) (505) 250-7193 |

**ARIZONA**

**BUREAU OF LAND MANAGEMENT**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

**NEW MEXICO BLM TELEPHONE CONTACT LIST**

**BUREAU OF LAND MANAGEMENT**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

|  |  |  |
| --- | --- | --- |
| **BUREAU OF LAND MANAGEMENT,NM** | **NAME** | **OFFICE/CELL NUMBER**  |
| STATE AVIATION MANAGER | SARAH CULHANE | (O) (505) 954-2198(C) (505) 206-7665 |
| STATE FIRE MANAGEMENT OFFICER | CRAIG GOODELL | (O) (505) 954-2187(C) (406) 210-9721 |
| CHIEF OF COMMUNICATIONS | CATHY GARBER | (O) (505) 954-2018(C) (505) 288-7129 |
| STATE SAFETY OFFICER | VACANT | (O) (505) 954-2024 |
| STATE SPECIAL AGENT (LEO) | WARREN TEMPLETON | (O) (602) 417-9318 |
| STATE PERSONNEL OFFICER | VACANT | (O) (505) 954-2080 |
| STATE DIRECTOR | STEVE WELLS | (O) (505) 954-2222(C) (202) 329-4551 |
| ASSOCIATE STATE DIRECTOR | MELANIE BARNES | (O) (505) 954-2222(C) (505) 629-6132 |
| BLM SOUTHWEST AREA COORDINATOR  |  KENAN JAYCOX | (O) (505) 842-3473(C) (505) 250-7193 |

**NEW MEXICO BLM TELEPHONE CONTACT LIST**

**BUREAU OF LAND MANAGEMENT**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

 **NATIONAL PARK SERVICE TELEPHONE CONTACT LIST**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

|  |  |  |
| --- | --- | --- |
| **TITLE** | NAME | OFFICE/CELL**NUMBER** |
| BRANCH CHIEF OF AVIATION | JOHN BUEHLER | (O) (208) 387-5227(C) (208) 994-8919 |
| AVIATION OPERATIONS AND SAFETY SPECIALIST | JODY ANDERSON | (C) (208) 789-1006 |
| INTERMOUNTAIN REGIONAL AVIATION MANAGER | JUSTIN JAGER | (C) (928) 266-5672 |
| PACIFIC WESTREGIONAL AVIATION MANAGER | SHAD SITZ | (C) (541) 588-0344 |
| NATIONAL HELICOPTER OPERATIONAL SPEC. | NICK STROHMEYER | (O) (208) 387-5783(C) (208) 514-5330 |
| FIXED WING & UAS SPECIALIST  | KRISTEN SWOBODA | (O) (208) 387-5931(C) (208) 519-0476 |

**(PARK NAME) NATIONAL PARK TELEPHONE NUMBERS**

**FOR LOCAL DISPATCH OFFICE TO FILL OUT**

|  |  |  |
| --- | --- | --- |
| **TITLE** | NAME | OFFICE/CELL**NUMBER** |
| PARK SUPERINTENDENT |  |  |
| PARK AVIATION OFFICER |  |  |
| PARK FMO |  |  |
|  |  |  |
|  |  |  |

**NATIONAL PARK SERVICE TELEPHONE CONTACT LIST**

**AVIATION RELATED ACCIDENT/INCIDENT AGENCY CONTACT LIST**

**Administrative Review**

*All personnel involved in aviation operations should be familiar with the Aviation Incident/Accident Response Guide and Checklist.*

*The Guide should be reviewed and updated annually or when contact numbers or personnel changes occur.*

*The Guide should be reviewed by all aviation personnel on an annual basis.*

*Name Date*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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**Administrative Review**