



**Department of Interior:**  
**Bureau of Land Management**  
Idaho, Nevada, Utah, Arizona

**Bureau of Indian Affairs**  
Western Region

**National Park Service**  
Intermountain Region  
Pacific West Region

**U.S. Fish and Wildlife Service**  
Mountain-Prairie Region  
Pacific Region  
Pacific Southwest Region

**Department of Agriculture:**  
**U.S. Forest Service**  
Intermountain Region

**State Agencies:**  
Idaho  
Nevada  
Utah

**Date: August 20, 2016**

**To:** Vince Welbaum, Aviation Safety and Assistance Team Leader  
**From:** Jessica Wade, Chair, Great Basin Coordinating Group  
**Subject:** Delegation of Authority to the GB Aviation Safety and Assistance Team

The Great Basin Multi-Agency Coordination Group (GB MAC Group) hereby charters and delegates the following authority to the Great Basin Aviation Safety and Assistance Team (ASAT) effective August 20, 2016.

ASAT team membership will minimally be comprised of the following participants per National Interagency Mobilization Guide Ch 20:

- Aviation Safety Manager
- Operations Specialist (helicopter and/or fixed wing)
- Pilot Inspector
- Maintenance Inspector (optional)
- Avionics Maintenance Inspector (optional)
- Aircraft Dispatcher (optional)

The team will adhere to the objectives listed below:

1. To enhance safety, efficiency, and effectiveness of aviation operations on the Field Units assigned.
2. To provide technical assistance to aircraft managers, flight crews, and Unit/Incident Management Team personnel.
3. The ASAT will provide assistance to unit and aviation managers, flight crews, and incident management teams for increasing, ongoing or declining incident aviation activity.
4. Provide immediate feedback to local line officers, fmo, IC or AOBBD regarding any relevant life safety issues.

The following protocols should be followed while on your assignment:

1. The team will be visiting both incident bases and local unit fire and aviation bases.
2. Receive an assignment briefing from the GB MAC Coordinator and/or GB Aircraft Coordinator.
3. Prior to visiting an incident helibase or fixed-wing base, provide an entrance briefing to the local Agency Administrator, FMO, Unit Aviation Officer (UAO), or Agency Aviation Manager to:
  - Identify local and incident aviation management issues
  - Discuss and clarify the role of the ASAT and the Unit/ASAT's needs and expectations.
4. Prior to arrival at incident air bases, contact the IMT (IC and/or AOBD) with the same points as in #2 above.
5. Provide daily feedback to the effected Regional/State aviation managers.
6. Conduct an exit briefing to the Agency Administrator, FMO and/or UAO, and the IC or AOBD before leaving the incident/local area.
7. Conduct an exit briefing to the Aviation Working Team Chair or their representative at the end of the ASAT assignment. AWT Chair or representative will brief the GBCG liaison.
8. The ASAT will contact the GB MAC Coordinator at least once per day via telephone at 1700 to provide an update on findings, issues, and proposed activities for the next day.
9. The ASAT will provide a final written report and close-out to the GB MAC Group upon completion of the review.

Signed:

*/s/ Jessica Wade*

GBCG Chair