

## Cody Interagency Dispatch Center



Bureau of Land Management, US Forest Service, National Park Service, Bureau of Indian Affairs, Wyoming  
State Forestry

# **INTERAGENCY AVIATION MISHAP RESPONSE GUIDE**

**Cody Interagency Dispatch Center**

2023

# INFORMATION REQUIRED FOR ALL MEDIVACS

## MEDICAL PLAN (ICS 206 WF)

Controlled Unclassified Information//Basic

Medical Incident Report					
<b>FOR A NON-EMERGENCY INCIDENT, WORK THROUGH CHAIN OF COMMAND TO REPORT AND TRANSPORT INJURED PERSONNEL AS NECESSARY.</b>					
<b>FOR A MEDICAL EMERGENCY: IDENTIFY ON-SCENE INCIDENT COMMANDER BY NAME AND POSITION AND ANNOUNCE "MEDICAL EMERGENCY" TO INITIATE RESPONSE FROM IMT COMMUNICATIONS/DISPATCH.</b>					
<b>Use the following items to communicate situation to communications/dispatch.</b>					
<b>1. CONTACT COMMUNICATIONS / DISPATCH</b> (Verify correct frequency prior to starting report) <i>Ex: "Communications, Div. Alpha, Stand-by for Emergency Traffic."</i>					
<b>2. INCIDENT STATUS:</b> Provide incident summary (including number of patients) and command structure. <i>Ex: "Communications, I have a Red priority patient, unconscious, struck by a falling tree. Requesting air ambulance to Forest Road 1 at (Lat./Long.) This will be the Trout Meadow Medical, IC is TFLD Jones. EMT Smith is providing medical care."</i>					
<b>Severity of Emergency / Transport Priority</b>	<input type="checkbox"/> <b>RED / PRIORITY 1</b> Life or limb threatening injury or illness. Evacuation need is <b>IMMEDIATE</b> <i>Ex: Unconscious, difficulty breathing, bleeding severely, 2<sup>nd</sup> - 3<sup>rd</sup> burns more than 4 palm sizes, heart stroke, disoriented</i> <input type="checkbox"/> <b>YELLOW / PRIORITY 2</b> Serious injury or illness. Evacuation may be <b>DELAYED</b> if necessary. <i>Ex: Significant trauma, unable to walk, 2<sup>nd</sup> - 3<sup>rd</sup> burns not more than 1-3 palm sizes</i> <input type="checkbox"/> <b>GREEN / PRIORITY 3</b> Minor injury or illness. Non-Emergency transport <i>Ex: Sprains, strains, minor heat-related illness</i>				
<b>Nature of Injury or Illness &amp; Mechanism of Injury</b>	<b>Brief Summary of Injury or Illness</b> <i>(Ex: Unconscious, Struck by Falling Tree)</i>				
<b>Evacuation Request</b>	<b>Air Ambulance / Short Haul/Hoist Ground Ambulance / Other</b>				
<b>Patient Location</b>	<b>Descriptive Location &amp; Lat. / Long. (WGS84)</b>				
<b>Incident Name</b>	<b>Geographic Name + Medical</b> <i>(Ex: Trout Meadow Medical)</i>				
<b>On-Scene Incident Commander</b>	<b>Name of on-scene IC of Incident within an Incident</b> <i>(Ex: TFLD Jones)</i>				
<b>Patient Care</b>	<b>Name of Care Provider</b> <i>(Ex: EMT Smith)</i>				
<b>3. INITIAL PATIENT ASSESSMENT:</b> Complete this section for each patient as applicable (start with the most severe patient)					
Patient Assessment: See IRPG PAGE 106					
Treatment:					
<b>4. EVACUATION PLAN:</b>					
Evacuation Location (if different): <i>(Descriptive Location (drop point, intersection, etc.) or Lat. / Long.)</i> Patient's ETA to Evacuation Location:					
Helispot / Extraction Site Size and Hazards:					
<b>5. ADDITIONAL RESOURCES / EQUIPMENT NEEDS:</b>					
<i>Example: Paramedic/EMT, crews, immobilization devices, AED, oxygen, trauma bag, / Ventilator(s), splints, rope rescue, wheeled litter, HAZMAT, extrication</i>					
<b>6. COMMUNICATIONS: Identify State Air/Ground EMS Frequencies and Hospital Contacts as applicable</b>					
Function	Channel Name/Number	Receive (RX)	Tone/NAC *	Transmit (TX)	Tone/NAC *
COMMAND					
AIR-TO-GROUND					
TACTICAL					
<b>7. CONTINGENCY: Considerations:</b> If primary options fail, what actions can be implemented in conjunction with primary evacuation method? Be thinking ahead.					
<b>8. ADDITIONAL INFORMATION:</b> Updates/Changes, etc.					
<b>REMEMBER:</b> Confirm ETAs of resources ordered. Act according to your level of training. Be Alert. Keep Calm. Think Clearly. Act Decisively.					

### **To request a Short Haul Helicopter or to use the neighbors for S&R:**

- Notify the Forest/BLM/BIA Duty Officer and have them contact neighboring Bridger-Teton or Yellowstone leadership to request the helicopter. BT NF requires a quick conference call with all leaders before allowing the helicopter to launch.
- **While leadership is having a conference call, CDC will contact Teton Dispatch (307-739-3630) or Yellowstone Dispatch (307-344-2181)** and request a Short Haul Helicopter with EMT. Inform them leadership is having a conference call about the mission and they should be hearing something about it shortly.
  - If Yellowstone Dispatch does not answer, immediately call **Billings Dispatch 406-896-2900** and they can mobilize the Yellowstone NP short haul helicopter.
  - Tip Top Search and Rescue has a contract with Sublette County during the summer months. The short haul helicopter is based in Pinedale, WY. Call Sublette County Sheriff's Office at 307-367-4378 to mobilize.
- If a Short Haul Helicopter is not available, immediately contact **Wyoming State Duty Officer 307-777-5566** and request the WY National Guard Hoist/Extraction Helicopter.
  - Refer to the Interagency Emergency Helicopter Extraction Source List <https://www.nwcg.gov/committee/hshu-ehe>
- Provide the above medical information to the sending unit.
- **Cody Dispatch will notify RMCC who will then notify Regional HOS** of the request for Short Haul.

### **To request a Hoist/Extraction Helicopter:**

- **Contact the on-call Wyoming State Duty Officer 307-777-5566 and request the Wyoming National Guard Hoist Helicopter** out of Cheyenne.
- Provide the WSDO with the above medical information and **request a Medic** be aboard the aircraft.
  - A Medic will not respond with the helicopter unless it is requested through the WSDO.
- WSDO will contact Wyoming Office of Homeland Security for the National Guard Hoist Helicopter.
  - WY Office of Homeland Security will need to get clearance through the Governor's Office.
- After contacting WSDO, **Cody Dispatch will notify RMCC who will then notify Regional HOS** of the request for a WY National Guard Hoist/Extraction Helicopter.

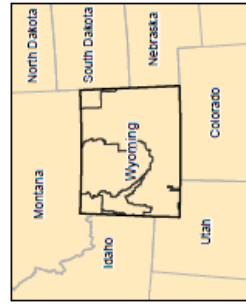
### **Burn Protocol**

Burn injury criteria and procedures are found in the Interagency Standards for Fire and Fire Aviation Operations Guide (Redbook), Chapter 7 (179-181).

**Overdue Aircraft, Missing Aircraft, and UAS Emergency Procedures** – see page 10 of this guide.



# 2023 EMS Response Resources - Wyoming



- MedEvac Helibase
- Helibase Buffer Zone (50 Nautical Miles)
- Fixed Wing MedEvac Base
- Fixed Wing MedEvac Zone (70 Nautical Miles)
- Hospital Location
- Burn Unit Hospital
- Dispatch Zone Boundary



0 15 30 60 90 Miles

GCS: NAD 83  
PCS: Wylam (Lambert Conformal Conic)

This map is made by the Bureau of Land Management as to the accuracy of the data. The user assumes the entire risk associated with the use of these data and bears all responsibility for any errors or omissions.

Prepared by: Robert M. Smith, BLM WY, 10/20/2023



**Estimated Life Flight Times at Cruising Speed – Distance (nm)/ETE  
(hours+minutes)**

<i>Cities</i>	Billings, MT	Casper, WY	Cheyenne, WY	Cody, WY	Driggs, ID	Rexburg, ID	Riverton, WY	West Yellowstone, MT
Buffalo	116/0+51	92/0+42	209/1+39	100/0+43	193/1+28	222/1+32	107/0+49	190/1+24
Cody	80/0+35	156/1+11	274/2+09	0	100/0+45	125/0+51	90/0+41	89/0+40
Dubois	144/1+03	151/1+08	256/2+00	65/0+28	79/0+36	96/0+40	57/0+26	94/0+40
Greybull	82/0+36	124/0+56	246/1+56	40/0+17	138/1+03	166/1+09	85/0+38	131/0+57
Jackson	168/1+14	198/1+30	296/2+20	97/0+42	46/0+21	51/0+21	103/0+47	74/0+32
Jeffrey City	200/1+27	70/0+32	156/1+13	133/0+57	162/1+14	192/1+19	46/0+21	194/1+25
Lander	178/1+18	107/0+49	200/1+34	103/0+45	117/0+54	146/1+00	20/0+09	152/1+06
Lovell	58/0+25	150/1+08	270/2+07	33/0+14	134/1+09	158/1+05	104/0+47	117/0+51
Meeteetse	99/0+43	136/1+02	253/2+01	23/0+09	99/0+45	128/0+53	66/0+30	101/0+44
Powell	63/0+27	157/1+11	277/2+11	18/0+08	117/0+54	142/0+59	100/0+45	101/0+44
Riverton	106/0+46	114/0+52	233/1+50	93/0+41	126/0+57	155/1+04	0	155/1+14
Sheridan	88/0+39	121/0+55	239/1+53	89/0+39	189/1+27	215/1+29	121/0+55	178/1+18
Ten Sleep	115/0+50	87/0+39	208/1+38	74/0+32	159/1+12	189/1+18	71/0+32	162/1+10
Thermopolis	128/0+56	96/0+44	211/1+40	62/0+27	125/0+57	156/1+04	35/0+17	140/1+01
Worland	109/0+47	100/0+46	220/1+44	55/0+24	137/1+02	167/1+09	59/0+27	142/1+02

**Agency Helispots**

BIG GOOSE WC	44 36.100	107 12.850	7723 ft.
BURGESS RS	44 47.428	107 31.933	7935 ft.
HUNTER MESA WC	44 20.133	106 57.117	8070 ft.
PORCUPINE RS	44 49.766	107 50.900	8835 ft.
SHELL RS	44 32.983	107 30.500	7650 ft.
TYRELL WC	44 11.233	107 15.000	8358 ft.
CRANDALL (NZ)	44 50.800	109 38.000	6522 ft.
DOUBLE CABIN (SZ)	43 48.300	109 33.600	8070 ft.
HORSE CREEK GS (SZ)	43 40.500	109 38.600	8454 ft.
SINKS CANYON (SZ)	42 44.200	108 50.000	6850 ft.
SOUTH FORK RS (NZ)	44 09.416	109 36.016	6364 ft.
SUNLIGHT (NZ)	44 43.600	109 33.500	6919 ft.
WAPITI RS (NZ)	44 27.816	109 35.133	5902 ft.
UNION PASS (SZ)	43 33.866	109 49.066	8340 ft.
WRA HELIBASE	43 00.350	108 53.100	5568 ft.

<i>Work Centers</i>	Billings, MT	Casper, WY	Cheyenne, WY	Cody, WY	Driggs, ID	Rexburg, ID	Riverton, WY	West Yellowstone, MT
Big Goose WC	90/0+39	113/0+52	181/1+25	78/0+34	175/1+20	202/1+24	107/0+49	167/1+13
Burgess RS	73/0+32	128/0+58	248/1+57	66/0+29	166/1+16	192/1+20	111/0+51	153/1+07
Hunter Mesa	109/0+47	94/0+43	213/1+40	90/0+39	182/1+22	211/1+27	101/0+46	179/1+18
Porcupine RS	65/0+28	136/1+02	257/2+01	54/0+24	154/1+10	180/1+15	109/0+50	139/1+00
Shell RS	86/0+37	115/0+52	235/1+51	65/0+28	162/1+13	190/1+19	98/0+45	155/1+07
Tyrell WC	110/0+48	91/0+42	211/1+39	79/0+34	168/1+16	198/1+22	85/0+39	168/1+13
Crandall	74/0+33	180/1+22	306/2+24	33/0+14	91/0+42	111/0+46	118/0+54	64/0+28
Double Cabin	127/0+55	145/1+06	262/2+04	49/0+22	67/0+31	97/0+40	65/0+29	85/0+37
Horse Creek	136/1+00	146/1+06	260/2+03	57/0+25	63/0+29	94/0+39	63/0+28	88/0+38
Sinks Canyon	184/1+21	104/0+47	202/1+36	107/0+47	116/0+53	146/1+00	26/0+12	153/1+13
South Fork	108/0+47	164/1+15	276/2+10	33/0+15	69/0+31	97/0+40	82/0+37	72/0+31
Sunlight	78/0+33	180/1+22	298/2+20	26/0+12	89/0+40	110/0+046	111/0+51	67/0+31
Wapiti RS	92/0+40	172/1+18	288/2+15	24/0+10	78/0+36	102/0+42	97/0+44	66/0+31
Union Pass	145/1+03	160/1+13	263/2+04	67/0+29	57/0+26	88/0+36	67/0+31	90/0+40
WRA HELB	168/1+13	114/0+52	211/1+39	92/0+40	106/0+49	137/0+57	19/0+09	140/1+01



### HELICOPTER SERVICES

<u>Location &amp; ID</u>	<u>Facility</u>	<u>Phone Number</u>	<u>Call Sign</u>	<u>Type A/C</u>	<u>Lat/Long</u>	<u>Comments</u>
Bozeman, MT BZN	Life Flight Network	800-237-0911	Life Flight 90	BM 119K	45°46.634 111°09.015	24 Hours
Billings, MT MT25	St. Vincent's Help Flight	800-538-4357	Help Flight 1	EC 135 (119 knots/ 137 mph)	45°47.780 108°31.160	24 Hours 15,000 ft max
Casper, WY WY57	Wyoming Life Flight	800-806-9158	WYO Life Flight 1	Bell 407 (115 knots/ 132 mph)	42°54.466 106°27.865	24 Hours
Cheyenne, WY (Warren AFB) FEW	Military Assistance to Traffic & Safety "MAST"	Operations 307- 773-2001 Command 307- 773-5891 307-773-3921	Blade Helicopter	UH-1 (110 knots/ 127 mph)	41°08.000 104°52.000	24 Hours Request MAST Helicopter
Cody, WY COD	Guardian Flight	855-291-8989	Guardian 2	AS350B3 "A-Star" (120 knots/ 138 mph)	44°31.217 109°01.417	24 Hours
Driggs, IDDIJ	Air Idaho Rescue	800-247-4324	Air 1	Bell 407 & A-Star (115 knots/ 132 mph)	43°44.561 111°05.806	24 Hours
Lander, WY LND	Classic Air Medical	800-444-9223	Classic 5	Bell 407 (115 knots/ 132 mph)	42°48.810 108°44.000	24 Hours S&R Capable
Rawlins, WY RWL	Classic Air Medical	800-444-9223	Classic 10	Bell 407 (115 knots/ 132 mph)	41°48.343 107°12.02	24 Hours S&R Capable
Riverton, WY RIW	Guardian Flight	855-291-8989	Guardian 3	AS350B3 "A-Star" (120 knots/ 138 mph)	43°03.850 108°27.580	24 Hours No S&R
Rock Springs, WY RKS	Air Med	801-581-2500	Air Med 6	Bell 407 (115 knots/ 132 mph)	41°35.653 109°03.911	24 Hours
West Yellowstone, MT - WYS	Air Idaho Rescue	800-247-4324	Air Idaho 3	AS350B3 "A-Star" (120 knots/138 mph)	44°41.303 111°07.058	24 Hours *Seasonal operates Apr to Oct

### FIXED WING SERVICES

Billings, MTMT25	St. Vincent's Help Flight	800-538-4357	Help Flight 2	King Air	45°47.780 108°31.160	24 Hours
Casper, WYWY57	Wyoming LifeFlight	800-806-9158	WYO Life Flight2	Pilatus PC12	42°54.466 106°27.865	24 Hours
Worland, WYWRL	Guardia nFlight	855-291-8989	Guardian	King Air C90 *No radio in thisaircraft	43°57.900 107°57.000	24 Hours
Lander, WYLND	Guardia nFlight	855-291-8989	Guardian	King Air C90 *No radio in thisaircraft	42°48.935 108°43.695	24 Hours
Riverton, WYRIW	Classic Air Medical	800-444-9223	Classic 51	King Air	43°03.850 108°27.580	24 Hours
Rock Springs, WY RKS	Air Med	801-581-2500	Air Med	Pilatus PC12	41°35.653 109°03.911	24 Hours
Gillette, WYGCC	Guardia nFlight	855-291-8989	Guardian	King Air C90 *No radio in thisaircraft	44° 20.900 105° 32.200	24 Hours

### Interagency Contract Helicopters

<u>Location</u>	<u>AGENCY</u>	<u>Phone Number</u>	<u>Call Sign</u>	<u>Type A/C</u>	<u>Lat/Long</u>	<u>Contract</u>
Duncan Helibase Glenrock, WY	Wyoming State Helitack	800-295-9952 Casper Dispatch	2FS	Bell 407 HP	42°45.800 105°49.000	6/1-10/1
Jackson, WY	Teton Helitack *Short Haul	307-739-3630 Teton Dispatch	HX38 HX35	AS350B3 "A-Star"	41°48.300 107°12.000	6/04-10/1
Mammoth, WY	Yellowstone Helitack *Short Haul	307-344-2181 Yellowstone Dispatch	173BH	AS350B3 "A-Star"	44°58.200 110°41.500	6/01-9/30
Rawlins, WY	Rawlins Helitack	800-295-9952 Casper Dispatch	8BH	AS350B3 "A-Star"	41°48.300 107°12.000	6/10-9/07

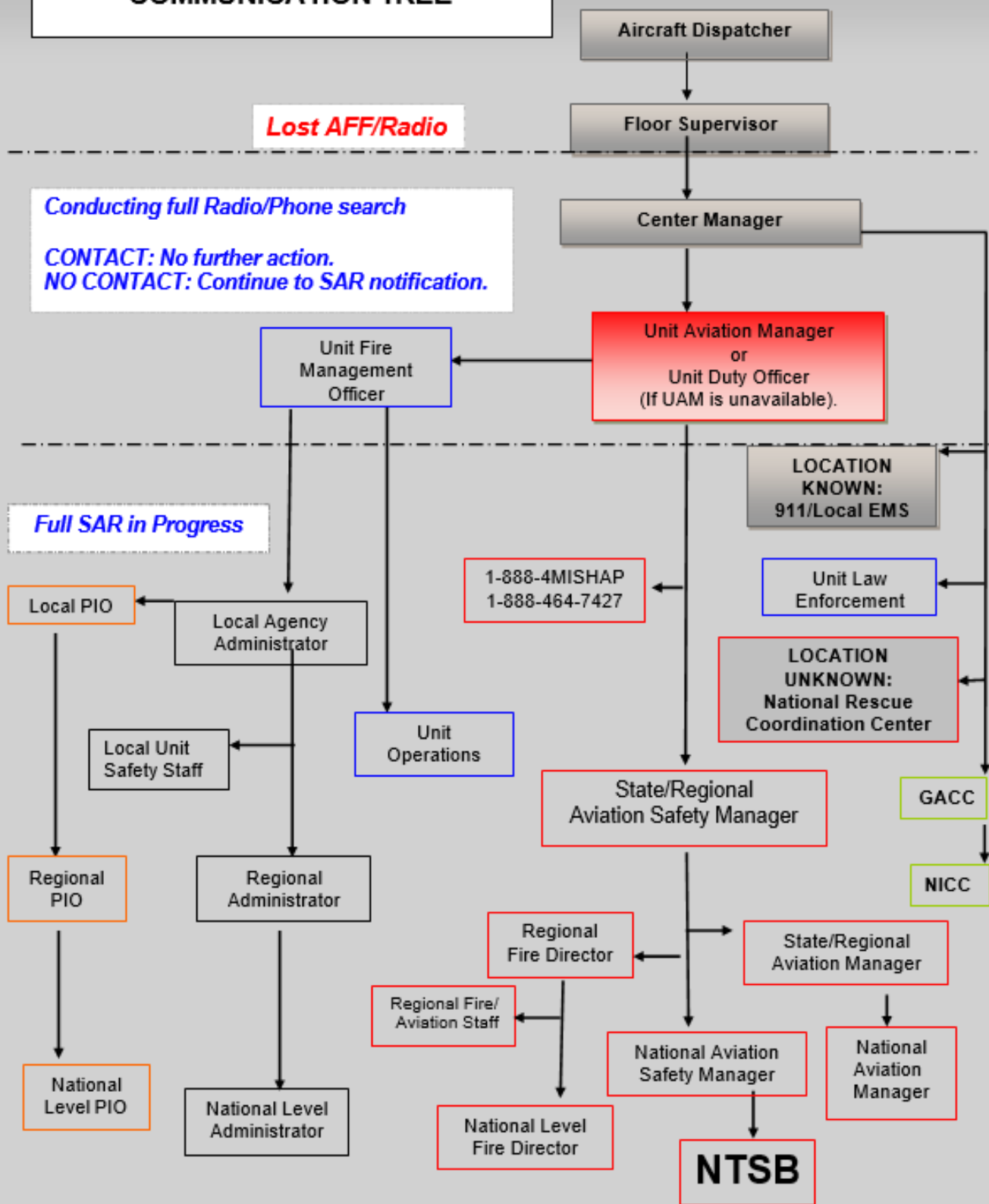
### Cody Dispatch Zone Hospitals

City	Hospital	Frequency	Phone	Helipad Coordinates	Helipad
Basin/ Greybull	Three Rivers Health	155.340	307-568-3311 Main	44°26.000 108°03.000	Land on lawn to the E, N, or W of hospital *Level 5 Trauma
Bear Lodge – Burgess	<b>Ambulance only</b>		307-752-2444 307-752-4444 307-752-5444 307-752-8444		<b>Ambulance</b> – Not always staffed – Can talk to FS on Dome Peak Repeater
Billings	St. Vincent's Healthcare	155.340	406-237-4116 OR 406-657-7000 Main	45°47.800 108°31.200	Roof of hospital *Level 2 Regional Trauma Center
Buffalo	Johnson County Healthcare Center	155.340	307-684-6166 ER 307-684-5521 Main	BYG 44°22.865 106°43.308 Helipad 44°21.100 106°42.200	Fixed Wing Land at Johnson County Airport (BYG), patient will need transport to the hospital. Heli- Land S. of Hospital, New Pad *Level 5 Trauma
Casper	Wyoming Medical Center	155.340	307-577-7201 Main	42°50.800 106°18.500	Roof of hospital *Level 2 Regional Trauma Center
Cody	Cody Regional Health	155.340	307-578-2000 ER 307-527-7501 Main	44°31.600 109°04.400	N side of hospital *Level 2 Trauma
Jackson	St. John's Medical Center	155.340	307-733-3636 Main	43°28.900 110°44.900	On the roof, S side of hospital *Level 3 Trauma
Lander	Sage West Health Care	155.340	307-335-6207 ER 307-332-4420 Main	42°49.300 108°43.600	Helipad at the hospital *Level 4 Trauma
Lovell	North Big Horn Co. Hospital	155.340	307-548-5201 Main	44°49.600 108°23.500	E of hospital on front lawn *Level 5 Trauma
Powell	Powell Valley Health Care	155.340	307-754-1175 ER 307-754-7257 Main	44°45.400 108°46.300	W side of hospital *Level 4 Trauma
Rawlins	Memorial Hospital of Carbon County	155.340	307-324-2221 Main	41°47.2 107°15.7	SE side of hospital *Level 4 Trauma
Riverton	Sage West Health Care	155.340	307-857-3445 ER 307-856-4161 Main	43°02.100 108°25.100	E side of hospital *Level 4 Trauma
Sheridan	Memorial Hospital of Sheridan County	155.340	307-672-1100 ER 307-672-1000 Main	44°48.400 106°58.500	SE side in front of emergency department (45'X45') *Level 3 Trauma
Thermopolis	Hot Springs County Memorial Hospital	155.340	307-864-3121 Main	HSG 43°42.800 108°23.400 HOX FD 43°38.600 108°13.600	Fixed Wing: Land at Hot Springs County Airport (HSG) Helipad: Land W of Hot Springs Fire Department building. Patient will need transport to hospital from either location *Level 4 Trauma
Worland	Banner Health Washakie Medical Center	155.340 150.000 WYOLINK FREQ	307-347-6973 ER 307-347-3221 Main	WRL 43°57.900 107°57.000 Helipad 44°00.500 107°56.600	Land at Worland Municipal Airport (WRL), patient need transport to hospital. Helipad outside ER, SE of Hospital *Level 4 Trauma, Community Care

#### BURN CENTERS

State	City	Hospital	Phone	Address
Colorado	Aurora	University of Colorado Hospital Burn Center	720-848-0747 Main	12605 East 16 <sup>th</sup> Ave.
Colorado	Englewood	Swedish Medical Center	303-788-6466Main	501 East Hampden Ave. // 80113
Idaho	Idaho Falls	Eastern Idaho Regional Medical Center	208-529-7986 Main	3100 Channing Way
Utah	Salt Lake City	University of Utah Hospital Burn Center	801-581-2700 Main	50 Medical Drive N #4

# MISHAP RESPONSE COMMUNICATION TREE





## MISHAP RESPONSE COMMUNICATION TREE UNIT CALL LIST

### DISPATCH CENTER MANAGER Notification Responsibilities

Unit Aviation Manager – WBD, SHF, BHF	Henry Gilliland	307-349-6823
Unit Aviation Manager – BIA Wind River Agency	Anslem Lee	307-330-6906
FMO Grand Teton – NPS Bighorn Canyon National Recreation Area	Bill Mayer Chris Valdez	307-699-0139 406-696-7605
Aviation Manager – WYS Wyoming State Forestry Division	Chris Fallbeck Duty Officer Line Brian Russell - Riverton Jacob McCarthy- Buffalo	307-631-2594 307-777-5566 307-714-1977 307-763-2969
<b><u>LOCATION KNOWN:</u></b> Local Rescue Response Ensure most accurate SOB is given		911 or Local County Sheriff Office
ROCKY MOUNTAIN COORDINATION CENTER		303-445-4300

### AVIATION MANAGER NOTIFICATION RESPONSIBILITIES

Unit Fire Management Officer - Shoshone NF	Fred Tucker	307-272-0155
Unit Fire Management Officer - Bighorn NF	Jon Warder	307-752-2614
Unit Fire Management Officer – Wind River/Bighorn Basin BLM	Brian Cresto	307-899-1221
Unit Fire Management Officer VACANT– BIA Wind River Agency	Anslem Lee	307-332-4408 (O) 307-330-6906 (C)
<b><u>LOCATION UNKNOWN: Rescue Coordination Center</u></b> (RCC will initiate the search with the FAA and other appropriate agencies.)  <b>Information for Rescue Coordination Center (RCC):</b> - Inform the RCC an aircraft has not checked in, location is unknown - Give information from the Aircraft Information Sheet - Ensure a contact name and call back phone number is given to the RCC		800-851-3051
Aircraft Accident Reporting Hotline	1-888-4MISHAP	888-464-7427
USFS Regional Aviation Safety Manager (RASM)	Lea Weinkauff	720-512-1677
USFS Regional Aviation Officer (RAO)	Clark Hammond	720-305-8841
USFS Regional Helicopter Operations Specialist (HOS)	Nate Alexander	406-491-0878
BLM State Aviation Manager - WY	Greg Reser	307-350-2202
NPS Regional Aviation Manager	Justin Jager	928-266-5872

**UNIT FIRE MANAGEMENT OFFICER - SHOSHONE NF**  
**Notification Responsibilities**

Forest Supervisor USFS, Shoshone NF	Kathy Minor (Detailed)	307-578-5187(O) 406-589-5716(C)
District Ranger USFS, Greybull, Clarks Fork, and Wapiti	Casey McQuiston	307-578-5134(O) 307-296-6001(C)
District Ranger USFS, Washakie	Steve Schacht	307-335-2171(O) 307-250-7680(C)
District Ranger USFS, Wind River	Jeff Von Kienast	307-455-4151(O) 541-951-8985(C)

**UNIT FIRE MANAGEMENT OFFICER - BIGHORN NF**  
**Notification Responsibilities**

Forest SupervisorUSFS, Bighorn NF	Andrew Johnson	307-674-2612(O) 307-752-4782(C)
District Ranger USFS, Powder River	Wayne (Thad) Berrett	307-684-4636(O) 307-461-2230(C)
District Ranger USFS, Medicine Wheel	Mark Foster	307-548-5301(O) 307-250-7626(C)
District RangerUSFS, Tongue	Amy Ormseth	307-674-2680(O) 307-429-8281(WC) 307-351-0423(PC)

**UNIT FIRE MANAGEMENT OFFICER – WIND RIVER/BIG HORN BASIN DISTRICT, BLM**  
**Notification Responsibilities**

District Manager Wind River/Big Horn Basin District - Worland	Matt Marsh	307-347-5243(O)
Field ManagerCody	Cade Powell	307-578-5915(O) 307-710-4630(C)
Field ManagerLander	John Elliott	307-332-8435(O) 307-431-9352(C)
Field ManagerWorland	Mike Phillips	307-347-5297(O) 307-431-9881(C)

**UNIT FIRE MANAGEMENT OFFICER – WIND RIVER AGENCY, BIA**  
**Notification Responsibilities**

Acting Superintendent	Leslie Shakespeare	307-332-7810(O) 307-855-6014(C)
Forest Manager	Eric Rhodenbaugh	307-332-3719(O) 307-349-2300(C)
Secretary	Linda Willow	307-332-4408(O) 307-330-5733(C)

## OVERDUE AIRCRAFT

An aircraft is considered “overdue” when it fails to arrive within 30 minutes past the estimated time of arrival(ETA) and cannot be located.

Time	Action	Contact and Phone	Time Log
<b>Immediately at time aircraft is due</b>	<ul style="list-style-type: none"><li>• Attempt to contact aircraft.</li><li>• Review AFF Data</li><li>• Contact destination dispatch, airbase, or airport.</li><li>• Begin filling out Aircraft Information Sheet</li></ul>		
<b>15 minutes past due</b>	<ul style="list-style-type: none"><li>• Contact originating/enroute dispatch.</li><li>• Contact originating/enroute airbase.</li><li>• Contact originating/enroute airport</li></ul>		
<b>30 minutes past due</b>	<ul style="list-style-type: none"><li>• Contact Vendor home base.</li><li>• Contact the FAA Flight Service Station and request an Alert Notice</li><li>• Notify UAM</li></ul>	1-800-992-7433 – Select 1 to speak to a briefer. Give the briefer the info and your contact info. The briefer will notify the “Hub” who will notify the FAA. Expect a return call.	

**Refer to TAB #1- LOST CONTACT**

## MISSING AIRCRAFT

The aircraft is “missing” when the fuel duration, as reported on the request for flight following, or as reported on the FAA flight plan, has been exceeded and the aircraft location is unknown. It can also be considered missing when it has been reported to the FAA as being “overdue” and the FAA has completed an administrative search for the aircraft without success.

<b>Anytime the fuel duration is exceeded or if an aircraft is missing/and an accident is suspected</b>	<b>Submit Aircraft Information Sheet to:</b> <ul style="list-style-type: none"><li>• Notify Local Aviation Manager</li><li>• FAA Flight Service Station; ALNOT<ul style="list-style-type: none"><li>○ 1-800-992-7433, Select 1</li></ul></li><li>• FAA Regional Operations Center, Northwest Mountain Region<ul style="list-style-type: none"><li>○ 206-231-2099</li></ul></li><li>• Rescue Coordination Center/Local Search &amp; Rescue/Law Enforcement Agencies<ul style="list-style-type: none"><li>○ 800-851-3051 or 850-283-5955</li></ul></li><li>• Aircraft Accident Reporting Hotline – 4MISHAP<ul style="list-style-type: none"><li>○ 1-888-464-7427</li></ul></li><li>• Notify State/Regional Aviation Manager</li></ul>
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## UAS EMERGENCY PROCEDURES

**In the event of loss of control, communications, or visual contact with UAS:**

1. Cody Dispatch will notify aerial supervision, aircraft in the area, and ground personnel. Clear the affected airspace and suspend air operations in the area.
2. Coordinate with on scene UAS pilot and wait for the duration of the fuel/battery to expire.
3. Cody Dispatch, UAM, and UAS Pilot will follow established mishap reporting procedures to include:
  - a. Agency guidance and notifications
  - b. 1-800-MISHAP
  - c. SAFECOM
  - d. Initiating full local mishap response plan
  - e. Coordinating an Incident within Incident (IWI) plan
  - f. FAA Part 107 requirements for injury, damage, lost link, or flyaway.

## TAB #1 - LOST CONTACT

- \_\_\_\_\_ \* Attempts contact on all available frequencies:
  - Y Local frequencies
  - Y Air Guard
  - Y National Flight Following
  - Y Other Radio Contacts:
    - Y Aircraft in area attempt to make verbal contact with aircraft.
    - Y Aircraft in area check 121.50 for ELT signal - If YES, proceed to search
    - Y Ground units in area: Attempt to contact aircraft.
- \_\_\_\_\_ \* Contact all available phone numbers:
  - Y Local Base Managers (ATB, RAB)
  - Y Flight Manager
  - Y Originating Dispatch
  - Y Receiving Dispatch
  - Y Pilot/PAX cell phone
  - Y Vendor
  - Y Air Route Traffic Control Center
  - Y Other (i.e., Local Airport FBOs)

Instruct all to contact dispatch if they reach the A/C by radio/phone or acquire information on status of A/C.

- \_\_\_\_\_ \* Continue to monitor AFF.
- \_\_\_\_\_ \* Plot last known position of aircraft.
- \_\_\_\_\_ \* Print out AFF last known position, if available
- \_\_\_\_\_ \* Supervisor: Contact Unit Aviation Manager / Fire Management Officer
- \_\_\_\_\_ \* Fill out Aircraft Information Sheet
- \_\_\_\_\_ \* Document using dispatch standard protocol, all contacts and actions.
- \_\_\_\_\_ \* Delegate duties as needed.

**If unsuccessful, continue to pursue Lost Contact checks and move to TAB #2 Search and Rescue.**

**DOCUMENT, DOCUMENT, DOCUMENT!**



## AIRCRAFT INFORMATION SHEET

Fill out as much as possible, obtain the following information on the aircraft.

**CAUTION: Do NOT announce over the radio the names of individuals involved in a missing aircraft.**

1. Name of pilot(s):

2. Name of passenger(s) and agency affiliation. How many?

3. Aircraft registration "N" number:

4. Type of aircraft:

5. Color of aircraft:

6. Type of mission/hazmat on board:

7. Last known location (time, latitude, and longitude):

8. Point of takeoff and time:

9. Destination and ETA:

10. Was flight plan filed with FAA and/or Agency?

11. Fuel duration in hours and minutes as reported on initial contact:

12. Last reported course heading and speed:

13. Vendor Information:

OTHER:

## **TAB #2 - SEARCH AND RESCUE**

- \_\_\_\_\_ \* Implement Mishap Response Communication Tree
- \_\_\_\_\_ \* Refer to Tab #1 to continue with radio/phone search.
- \_\_\_\_\_ \* Fill out Aircraft Information Sheet
- \_\_\_\_\_ \* Ensure communication is maintained with Event Point of Contact
- \_\_\_\_\_ \* Ensure communication is maintained with local law enforcement agencies and the Rescue Coordination Center. It is recommended that both the FAA and RCC be contacted to ensure optimum coordination.
- \_\_\_\_\_ \* If applicable, ensure that the vendor is contacted.

## UNIT AVIATION MANAGER OR DESIGNATED MAIN POINT OF CONTACT

**LOST CONTACT:** Aggressively trying to make contact.

- \_\_\_\_\_ Maintain contact with the Dispatch Center Manager
- \_\_\_\_\_ Document all actions and conversations.
- \_\_\_\_\_ Obtain copy of Aircraft Information Sheet

### CONTACT MADE

- \_\_\_\_\_ Document events and outcome
- \_\_\_\_\_ If requested by dispatch, help determine if mission should continue or aborted.

### NO CONTACT

- \_\_\_\_\_ Transition to Search and Rescue procedures

### SEARCH AND RESCUE:

- \_\_\_\_\_ Put the **Mishap Response Communications Tree** into action
- \_\_\_\_\_ **LOCATION KNOWN:** Confirm that local 911/EMS has been contacted.
- \_\_\_\_\_ **LOCATION UNKNOWN:** Contact appropriate Rescue Coordination Center
- \_\_\_\_\_ Ensure that 1-888-4MISHAP has been called.
- \_\_\_\_\_ State/Regional Aviation Safety Manager has been contacted.

### Local Unit Coordination in conjunction with the Rescue Coordination Center (RCC) Efforts

- After initial coordination request, and if an agency aircraft is available, request an RCC assigned search number, search radio frequency, and approval to conduct a route search or a grid search. If Agency Aircraft are not available request an aerial search by the responsible SAR agency
- Continue coordination in-house and with other SAR agencies.

**Document all actions and conversations.**

## TRANSPORTING INJURED PERSONNEL BY HELICOPTER

USING "HEAR" (Hospital Emergency Administrative Radio)  
SYSTEM Also known as **VMED28**

When transporting injured personnel by helicopter under Agency Contract, the local Dispatch Center will telephone the appropriate hospital and request they monitor their "HEAR" system radio. The aircraft pilot or manager will tune in the "HEAR" Frequency (normally 155.340 as primary) on the aircraft multi-channel radio and establish direct communication with the hospital staff.

Helicopter will verify frequency through the Dispatch Center.  
Local Police will be requested to secure landing area when needed. This procedure is to be used only for emergencies that warrant immediate hospital service.

## ACCIDENT SITE

### **Priority of Actions**

1. **Protect People**
2. **Protect Property**
3. **Preserve Evidence**
4. **Notify and Investigate**
5. **Recovery Operations**

### **Establish Inner and Outer Perimeter**

- Protect property utilizing law enforcement agencies to guard site access.
- Prevent the disturbance of wreckage and debris except to preserve life, rescue the injured, or protect the wreckage from further damage
- Protect and preserve ground scars and marks made by the aircraft
- Admit Public Safety personnel access to the wreckage to the extent necessary to preserve life, and/or stabilize HAZMAT
- Maintain a record of personnel who enter the accident site

### **Biohazard/Hazmat**

- Potentially dangerous materials that might be present may include but are not limited to: Chemicals-Explosives-Biological-Radioactive materials, fuel, pressure vessels, compressed air, hydraulics, batteries, accumulators, igniters, oxygen systems, oxygen bottles, fire extinguishers, evacuation chutes, flares, composite materials, ballistic parachute systems, tires

### **Wreckage Documentation (if possible)**

Use best judgment to obtain these goals

- Obtain aircraft registration number (N number)
- Obtain number of casualties
- Photograph or video the overall wreckage including cockpit starting at the initial point of impact if possible
- Photograph or video any ground scars or marks made by the aircraft
- Secure equipment and records such as helmets, survival equipment, notes, charts, etc.

### **Injured/Fatalities**

- Coordinate with the NTSB prior to the removal of fatalities. If unable, document that part of the scene to be disturbed, including switch/control positions, and instrument/gauge readings.

### **Prior to Investigation Team Arrival on Scene, Restrict Access only to Authorized Personnel**

- Land Management Agency personnel
- FAA
- Police/Fire/EMS
- Medical Examiner/Coroner

### **Witness Documentation**

- Obtain name / address / email / phone numbers (home & work)
- Obtain their location relative to the accident site
- Obtain description of what they observed or heard
- Obtain name of person reporting accident (911 Tapes)



## ACCIDENT SITE INFORMATION

1. Unit/Agency:

2. Number of souls involved:

3. Radio frequency to contact unit/agency:

VHF - AM

VHF-FM

4. Location of mishap:

Latitude\_\_\_\_\_Longitude\_\_\_\_\_

Township\_\_\_\_\_Range\_\_\_\_\_Section\_\_\_\_\_

VOR

Distance\_

Bearing

5. Site Contact:

6. Special information, flight hazards, other aircraft, etc.

Landing site(s) and conditions:

8. Conditions at the mishap site:

Wind direction and Speed\_\_\_\_\_/\_\_\_\_\_,

Ceiling and visibility\_\_\_\_\_/\_\_\_\_\_,

Temperature Degrees (F or C)\_\_\_\_\_, Elevation\_\_\_\_\_

Sunrise\_\_\_\_\_, Sunset\_\_\_\_\_

Description of Terrain\_\_\_\_\_

Other significant information:

## PREPARING FOR AN AGENCY INVESTIGATION TEAM

**Please see agency handbooks for additional requirements.**

- Statements from the witnesses and personnel remotely (distance) involved (i.e., dispatchers, comm unit trailer, ATGS, HELCO, other pilots, etc.). Their statements are very important when it comes to what they heard or saw.
- Weather at the time of accident. What was the weather at the time of the event? Temperature, wind direction, approximate visibility, sunny, cloudy, what was predicted?
- Forest/Unit designate a point of contact for the incoming team (usually a line officer)
- If involved on a fire incident, a point of contact from the IMT would be very helpful.
- Radio/dispatch logs and tapes
- Secure the fuel truck that the aircraft was last fueled from (If from an Airport's FBO, inform the airport manager in case he needs to alert other aircraft/operators that had been fueled from the same fueling vehicle)
- Please have witnesses and personnel involved with the incident stay in the local area in case the NTSB needs to ask some additional information.

## MEDIA RELATIONS

The following information and guidelines will assist you in responding to media inquiries regarding a mishap, accident, or incident.

- Many media outlets have radio scanners and may call at the first mention of an accident or incident. In today's digital age and media environment, with people having access to cell phones and other digital capabilities, virtually anyone can be an instant reporter. Staff at dispatch and coordination centers and home units must be prepared to respond immediately and before an NTSB investigation team is set up and prepared to respond.
- It is important to be responsive to the media, but it is critical that you do not release any detailed information, particularly in the early stages of an accident or incident.
  - You can acknowledge that you have an initial report but explain there are no other details available.
  - It is especially important that you not release any information about names of individuals known or presumed to have been on board the aircraft.
  - Similarly, it is important to not release preliminary information about aircraft type, location, or specific mission, as many family members could be affected without confirmation.
  - Never say "no comment," in response to a question as that indicates you are hiding something or otherwise purposely keeping information from them. Instead, politely explain that you do not have the necessary information to respond further.
- Responding to media calls can be an unsettling experience for many, but realize that reporters are people, too, and only doing their job, just as you are. Treat them with respect – remember, they can be a great ally or your worst enemy – and be polite and responsive but do not speculate or provide detailed information. Leave any responses beyond explaining that you do not have the necessary information to professional information officers.
- Every dispatch office or coordination center should maintain a current list of public affairs or information officers to contact in the event of an emergency. This contact should be made as early in the process as possible to relieve dispatch or coordination center personnel of dealing directly with media calls so they can focus on needs associated with the incident or accident.
- Once an information or public affairs officer has been notified, calls can simply be referred to him or her. This person also should be in contact with the NTSB investigator or information officer and can handle media inquiries as requested by the investigation team.
- Once an NTSB investigation team is in place, and if the local information officer is not available, obtain the name and phone number of the lead investigator or the team's incident information officer, contact them, and ask how they would like media calls to be directed.
- **Remember, the sooner a public information officer or public affairs officer is contacted, the sooner media calls can be diverted from the work of the dispatch or coordination center.**

IMPORTANT NUMBERS	OFFICE	HOME / CELL
<b>CODY INTERAGENCY DISPATCH CENTER</b>	307-578-5740	1-800-295-9954
Center Manager, VACANT Asst. CM, VACANT Asst. CM – Training, Tyler Kuhn	307-578-5740	701-260-1506
<b>WIND RIVER/BIGHORN BASIN DISTRICT - BLM</b>		
District Manager, Matt Marsh Worland	307-347-5243	
Field Manager, Mike Phillips Worland Field Office	307-347-5297	307-431-9881
LEO, Brad Jones Worland Field Office	307-347-5124	307-388-9556
LEO, Ken Lloyd Worland Field Office	307-347-5170	307-462-6532
PIO, Sarah Beckwith Worland Field Office	307-347-5207	307-287-3675
Field Manager, Cade Powell Cody Field Office	307-578-5915	307-710-4630
LEO, Robert Lind Cody Field Office	307-578-5931	307-899-6561
Field Manager, John Elliott Lander Field Office	307-332-8435	307-431-9352
LEO, Deak Dollard Lander Field Office	307-332-8469	307-330-6499
<b>WYOMING STATE OFFICE - BLM</b>		
State FMO, Paul Hohn	307-775-6086	307-253-8576
State AFMO, Richard Putnam	307-775-6443	307-350-2207
State Aviation Manager, Greg Reser	307-775-5350	307-350-2202
State Special Agent, Deb Sullivan State Office Fire Duty Officer Cell	307-775-6268 24/7	307-369-3871 307-631-0963
<b>BUREAU OF INDIAN AFFAIRS – REGIONAL OFFICE</b>		
Regional BIA FMO, Bryce Rogers Regional BIA AFMO, VACANT Regional BIA Fuels Specialist, Bob Jones	406-247-7949 406-247-7949	406-696-5055 WC 406-598-2406 PC
<b>WYOMING STATE FORESTRY DIVISION – WYS</b>		
District Forester, Riverton, Brian Russell District Forester, Buffalo, Jacob McCarthy State FMO, Jerod Delay State AFMO/Aviation Officer, Chris Fallbeck WSFD Duty Officer	307-856-8655 307-684-2752 307-777-3368 307-777-8017	307-714-1977 307-763-3073 307-286-6315 307-631-2594 307-777-5566
<b>NATIONAL PARK SERVICE - BHCNRA</b>		
Regional FMO, Jay Lusher Regional Aviation Manager, Justin Jager Chief Ranger, Chris Valdez FMO, Bill Mayer	307-548-5429 307-739-3310	928-606-3452 928-266-5672 406-696-7605 307-699-0139



<b>SHOSHONE NATIONAL FOREST</b>	<b>OFFICE</b>	<b>HOME / CELL</b>
Forest Supervisor, Kathy Minor (Detail) SO - Cody	307-578-5187	406-589-5716
Forest Safety Officer, Kory Skates (Detail) SO - Cody		307-760-3983
Administrative Officer, Helen Durisko SO - Cody	307-578-5115	307-250-3610
PIO, Kristie Salzmann Wapiti - Cody	307-578-5190	307-250-0148 WC 360-460-8956 PC
District Ranger, Casey McQuiston Wapiti - Cody	307-578-5134	307-296-6001
District Ranger, Steve Schacht Washakie - Lander	307-335-2171	307-250-7680
District Ranger, Jeff Von Kienast Wind River - Dubois	307-455-4151	307-330-6759 (WC) 541-951-8985 (PC)
LEO, VACANT Wapiti & SO - Cody	307-578-5106	
LEO, Travis Haworth Wapiti & SO - Cody	307-578-5107	307-421-9377 C 406-250-9826 (H)
LEO, VACANT Washakie & Wind River – Lander/Dubois	307-455-4178	
<b>BIGHORN NATIONAL FOREST</b>		
Forest Supervisor, Andrew Johnson SO - Sheridan	307-674-2612	307-752-4782
Resource Staff, Cordell Perkins SO - Sheridan	307-674-2685	406-740-1781
PIO, Sara Evans-Kirol SO - Sheridan	307-674-2692	307-752-7560
Administrative Officer, Shelita Decuir SO - Sheridan	307-674-2648	504-485-3829
District Ranger, Wayne (Thad) Berrett Powder River - Buffalo	307-684-4636	307-461-2230
District Ranger, Mark Foster Medicine Wheel - Greybull	307-548-5301	307-250-7626
District Ranger, Amy Ormseth Tongue - Sheridan	307-674-2680	307-429-8281 WC 307-351-0423 PC
LEO Patrol Captain, Dave Hartley Sheridan	307-674-2682	307-683-7060
LEO, Jeremy Mack Sheridan	307-674-2658	307-752-0720
<b>USFS REGION 2 - REGIONAL OFFICE</b>		
Regional Director Fire & Aviation, Bryan Karchut	303-275-5736	970-821-5434
Regional Aviation Officer, Clark Hammond	303-275-5740	
Regional Aviation Safety Manager, Lea Weinkauff	303-275-5711	720-512-1677
Helicopter Operations Specialist, Nate Alexander		406-491-0878
RMACC Coordinator, Center Manager, Travis Hartsburg	303-445-4302	720-591-6457

<b>FAA - FEDERAL AVIATION ADMINISTRATION</b>	<b>COMMERCIAL</b>	<b>ALT. NUMBER</b>
Denver Air Route Traffic Control Center (ARTCC)	303-651-4248	303-651-4105
Salt Lake Air Route Traffic Control Center (ARTCC)	801-320-2500	801-320-2501
FAA Air Traffic Control Tower – Billings	406-255-2750	
Flight Service Station - Casper	307-472-8940	
Northwest Mountain Regional Operations Center	206-231-2089	
<b>MILITARY CONTACTS</b>		
Military Training Routes (MTR's) – Ellsworth Air Force Base	605-385-4246	605-385-1230
Military Operations Area (MOA's): CALL Denver ARTCC	303-651-4248	
<b>AERONAUTICAL DIVISION, STATE OF WYOMING</b>	307-777-3952	
<b>LOCAL CODY DISPATCH ZONE HOSPITALS</b>		
Worland – Banner Health Washakie Medical Center	307-347-6973 <b>ER</b>	307-347-3221
Cody – Cody Regional Health	307-578-2000 <b>ER</b>	307-527-7501
Thermopolis – Hot Springs Co. Memorial Hospital	307-864-3121 <b>ER</b>	
Buffalo – Johnson County Healthcare Center	307-684-6166 <b>ER</b>	307-684-5521
Basin – South Big Horn County Hospital	307-568-3311 <b>ER</b>	
Lovell – North Big Horn County Hospital	307-548-5201	
Sheridan – Memorial Hospital of Sheridan County	307-672-1100 <b>ER</b>	307-672-1000
Powell – Powell Valley Health Care	307-754-1175 <b>ER</b>	307-754-7257
Lander- Sage West Health Care	307-335-6207 <b>ER</b>	307-332-4420
Riverton – Sage West Health Care	307-857-3445 <b>ER</b>	307-856-4161
Jackson – St. John's Medical Center	307-733-3636 <b>ER</b>	
Billings – St. Vincent's Healthcare	406-237-4116	406-657-7000
Casper – Wyoming Medical Center	307-577-7201 <b>ER</b>	800-822-7201
<b>WYOMING STATEWIDE HOSPITALS</b>		
Gillette – Campbell County Memorial Hospital	307-688-1000	
Green River – Castle Rock Medical Center	307-872-4500	
Cheyenne – Cheyenne Regional Medical Center	307-634-2273	
Torrington – Community Hospital	307-532-4181	
Sundance – Crook County Memorial Hospital	307-283-3501	
Evanston – Evanston Regional Hospital	307-789-3636	
Laramie – Iverson Memorial Hospital	307-742-2141	
Rawlins – Memorial Hospital of Carbon County	307-324-8386 <b>ER</b>	
Douglas – Memorial Hospital of Converse County	307-358-2122	
Lusk – Niobrara Health and Life Center	307-334-4000	
Wheatland – Platte County Memorial Hospital	307-322-3636	
Kemmerer – South Lincoln Medical Center	307-877-4401	
Afton – Star Valley Medical Center	307-885-5852	
Newcastle – Weston County Health Services	307-746-4491	
Rock Springs – Memorial Hospital of Sweetwater Co.	307-362-3711	
<b>POISON CENTER</b>		
U.S. Poison Control	800-222-1222	

<b>WYOMING</b>		
Park County	307-527-8700	
Hot Springs County	307-864-2622	
Fremont County, Lander	307-332-5611	
Fremont County, Dubois	307-455-2226	
Sublette County	307-367-4378	
Teton County	307-733-2331	
Sheridan County	307-672-3455	
Johnson County	307-684-5581	
Big Horn County	307-568-2324	
Washakie County	307-347-2242	
Natrona County	307-235-9282	
Albany County	307-755-3520	
Carbon County	307-324-2776	
Sweetwater County	307-922-5300	
<b>MONTANA</b>		
Park County	406-222-4172	
Carbon County	406-446-1234	
Big Horn County	406-665-9780	
<b>STATE PATROL</b>		
<b>WYOMING</b>		
Cheyenne	307-777-4301	
<b>MONTANA</b>		
Helena	406-444-3780	
<b>COORDINATION CENTERS</b>		
Rocky Mountain Area Coordination Center	303-445-4300	
National Interagency Coordination Center	208-387-5400	
<b>INTERAGENCY DISPATCH CENTERS</b>		
<b>Colorado</b>		
Craig Dispatch Center	970-826-5037	
Grand Junction Dispatch Center	970-257-4800	
Durango Dispatch Center	970-385-1324	
Ft. Collins Dispatch Center	970-295-6800	
Montrose Dispatch Center	970-249-1010	
Pueblo Dispatch Center	719-553-1600	
<b>South Dakota</b>		
Great Plains Dispatch Center	605-399-3160	
<b>Montana</b>		
Billings Dispatch Center	406-896-2900	
<b>Wyoming</b>		
Casper Dispatch Center	307-233-1140	1-800-295-9952
Cody Dispatch Center	307-578-5740	1-800-295-9954
Teton Dispatch Center	307-739-3630	
Yellowstone Fire Dispatch	307-344-2181	307-344-2640

## AIRPORTS / FIXED BASE OPERATORS (reference AirNav)

DESIGNATOR / LOCATION / OWNER	FIXED BASE OPERATOR	COMMERCIAL
<b>WYOMING</b>		
DUB / Dubois / Town of Dubois	Tim Schell - MNGR	307-455-2100 C 307-455-2345 O
GEY / Greybull / South Big Horn County	Paul Thur – MNGR	307-337-8159 C 307-568-2551 O
BYG / Buffalo / Johnson County	Bruce McWhorter - MNGR	307-684-9672 C 307-684-7555 O
COD / Cody / Yellowstone Regional	Aaron Buck – MNGR	307-899-1025 C 307-587-5096 O 307-527-7511
U68 / Cowley/Lovell / North Big Horn County	Paul Thur – MNGR	307-337-8159 C 307-568-2551 O
LND / Lander / City of Lander	Chris Johnson– MNGR	307-330-3408 C 307-332-2870 O
POY / Powell / City of Powell	Scott Adkins- MNGR	307-254-1726 C 307-754-6921 O 307-754-5234 O
RIW / Riverton / Riverton Regional	Kyle Butterfield – MNGR	307-857-7780 O 307-857-7704 O
SHR / Sheridan / Sheridan County	Robert Gill – MNGR	307-674-4222 O
HSG / Thermopolis / Hot Springs County	Nate Messinger – MNGR	307-867-2027 O 307-864-3515 O 307-921-8579 C
WRL / Worland / City of Worland	Lynn Murdoch – MNGR	304-347-8977 C 307-347-2486 O
<b>MONTANA</b>		
BIL / Billings / City of Billings	Jeff Roach – MNGR	406-657-8495 O
BZN / Bozeman / Gallatin Aiport Authority	Brian Sprenger – MNGR	406-388-6632 O
6S1 / Bridger / Bridger Municipal Airport	Mark Derudder – MNGR	406-662-3677 O 406-662-3205
RED / Red Lodge / Red Lodge Airport	Jeffrey Wise – MNGR	406-425-3143 C 406-446-1595 O

# Interagency Aviation Mishap Response Guide UAS

## Insert

### UAS INCURSION

A UAS incursion is defined as a non-participating UAS operating over or near an incident that intrudes into aTFR or interferes with incident/mission operations. The incursion is documented through the appropriate reporting system such as SAFECOM and dispatch incursion form.

Time	Action	Contact and Phone	Time Log
<b>Immediately upon sight and/or notification of incursion</b>	<ul style="list-style-type: none"> <li>Notify ATGS, aircraft in the area, and ground personnel.</li> <li>Clear the affected airspace and suspend air operations in area.</li> <li>Notify flight following contact, AOBD, IC, and/or dispatch as required.</li> <li>Request Law Enforcement</li> <li>Wait for the non-participating UAS to be identified, located, stopped and/or voluntarily depart area.</li> </ul>		
<b>After non-participating UAS departs</b>	<ul style="list-style-type: none"> <li>Resume air operations.</li> <li>Complete UAS Incursion Form</li> <li>Dispatch centers should report UAS incursions to the nearest Air Traffic Control Center</li> </ul>		
<b>Notifications</b>	<ul style="list-style-type: none"> <li>File a SAFECOM <u>Incident</u></li> <li>Notify ATGS, AOBD, LEI, IC <u>Forest/Unit/Region/State</u></li> <li>Notify FAO/UAM, Dispatch, GACC, UAS AMS, RASM</li> </ul> <p><u>Note:</u> Additional FAA guidance for law enforcement personnel can be found at:  <a href="https://www.faa.gov/uas/resources/policy_library/media/FAA_UAS-PO_LEA_Guidance.pdf">https://www.faa.gov/uas/resources/policy_library/media/FAA_UAS-PO_LEA_Guidance.pdf</a>.</p>		

### UAS FLYAWAY

Approved UAS have built in failsafe systems. The aircraft will return to home to the identified launch and recovery zone in the event of low battery voltage or loss of link with the GCS. However, in a flyaway situation, the pre-set link procedures are not established or are not being executed by the unmanned aircraft, creating an emergency situation.

Time	Action	Contact and Phone	Time Log
<b>Immediately after lost link</b>	<ul style="list-style-type: none"> <li>Notify ATGS, aircraft in the area, and ground personnel (altitude, direction, battery life).</li> <li>Clear the affected airspace and suspend air operations in area.</li> <li>Notify flight following contact, AOBD, IC, and/or dispatch as required.</li> <li>If UAS will enter controlled airspace, notify the controlling agency.</li> <li>Wait for the duration of the fuel/battery load.</li> </ul>		
<b>After fuel and battery load has passed</b>	<ul style="list-style-type: none"> <li>Resume air operations.</li> <li>Search for the missing UAS.</li> <li>Follow established mishap reporting procedures based on damage and/or injury (See notifications below)</li> </ul>		
<b>Notifications</b>	<ul style="list-style-type: none"> <li>File a SAFECOM <u>Minimal damage to UAS and/or payload</u></li> <li>Notify AOBD, FAO/UAM, UAS AMS, RASM</li> <li><u>Total system loss of UAS and/or payloads (<b>Not FAA reportable</b>)</u></li> <li>Notify AOBD, FAO/UAM, Dispatch, GACC, UAS AMS, RASM</li> <li><u>Damage to personnel or property in addition to the UAS and payload (<b>FAA reportable</b>)</u></li> </ul>		

	<ul style="list-style-type: none"><li>• Notify AOBD, FAO, Dispatch, GACC, UAS AMS, RASM, RAO, UAS Coordinator, and National UAS Program Manager</li></ul>		
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## AIRCRAFT CONFLICT INITIAL REPORT (*UAS Intrusion*)

(Complete known information below. Attach additional narrative sheet if necessary.)

Date/Time:

Submitted By: Name/Position \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### REPORTING PARTY (RP) INFORMATION: (if different from above)

RP Location was ☐ Airborne ☐ Ground Estimated Dist. from RP to Observed Aircraft: \_\_\_\_\_

RP Location during observation: (Geographic Landmark, Incident Division, Latitude-Longitude, etc.) \_\_\_\_\_

### TYPE OF CONFLICT or OBSERVATION (Check one or more as applicable):

☐ Aircraft in general vicinity ☐ Near Mid-Air Collision ☐ In Military SUA or MTR ☐ TFR Intrusion ☐ Other:

Estimated separation distance between aircraft: \_\_\_\_\_

AIRCRAFT INFORMATION: Observed Aircraft was operated by: ☐ Military ☐ Civilian ☐ unknown

Category: ☐ UAS ☐ Airplane ☐ Helicopter ☐ Ultralight ☐ Hang glider/Paraglider ☐ Other \_\_\_\_\_

If a fixed wing/airplane: ☐ High-Wing ☐ Low-Wing ☐ Biplane ☐ Twin-tail booms ☐ V-tail ☐ Other ☐ unknown

Engine Configuration: (Number and type of engines/rotors, Jet vs. Prop, etc.) \_\_\_\_\_

Landing Gear: ☐ Fixed (Tricycle or Tailwheel) ☐ Retractable ☐ Floatplane ☐ Other ☐ unknown

Paint Colors or Distinct Markings: (Include N #, if known) \_\_\_\_\_

Make/Model (if known): \_\_\_\_\_ Approx. Altitude: \_\_\_\_\_ AGL

Observed Activity: ☐ straight/level ☐ circling ☐ erratic maneuvering ☐ hover/slow flight

### NARRATIVE:

If TFR Intrusion,  
was FAA notified?

☐ Yes ☐ No

Was a SAFECOM submitted?

☐ Yes ☐ No (to be filed)

### SUPPLEMENTAL INFORMATION FOR UAS INTRUSION

Type of UAS if known:

- ☐ Fixed-Wing  
☐ Helicopter  
☐ Quad Copter  
☐ Other

Approx. size  
of UAS:

Types of Agency  
Aircraft Flying:

- ☐ Rotor-Wing  
☐ Fixed-Wing  
☐ None

Were Agency  
Aircraft  
Grounded?

- ☐ Yes  
☐ No

Types of operations impacted:  
(airtanker, bucket, aerial  
ignition, recon. etc.)

Was UAS Operator Located?

☐ Yes ☐ No

If yes, by whom?

Describe nature of contact:

(Visual only, conversation, etc.)

UAS Operator description or  
Vehicle description (if known):

Was LE Officer Notified? ☐ Yes ☐ No  
Did LE contact Operator? ☐ Yes ☐ No ☐ Unknown  
Name/Agency of LE Officer:

Phone/Email:

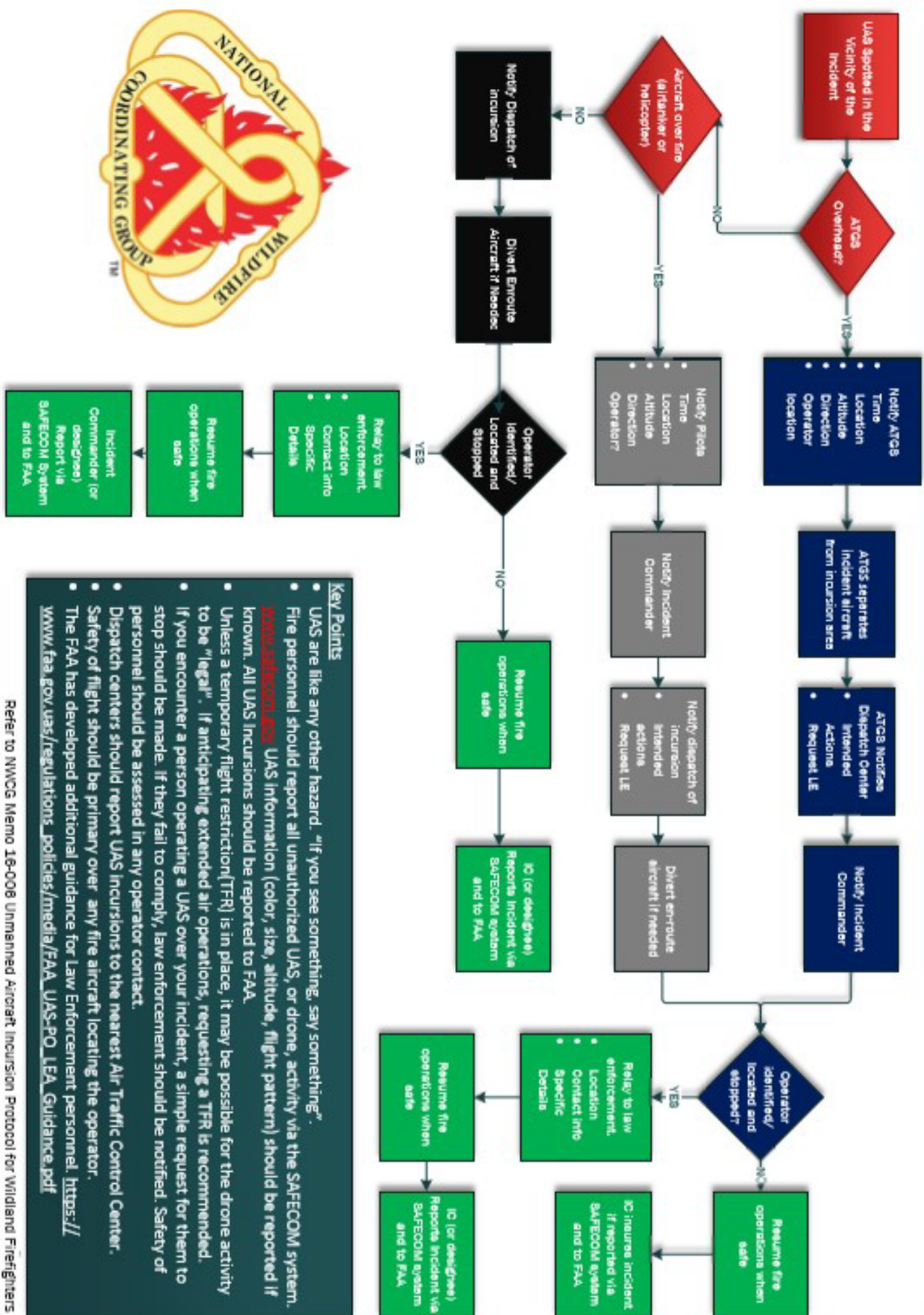
Status of Investigation (if known):

This report was submitted to the UAO/FAO, RASM, SAM, or other Aviation Manager, National Airspace Coordinator, and dispatch (specify names) \_\_\_\_\_ by:

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date and Time: \_\_\_\_\_

## NWCG Unmanned Aircraft System Incursion Protocol for Wildland Firefighters



# UAS MISHAP/ACCIDENT

## *\*NTSB/FAA Reportable*

A UAS accident is defined by the National Transportation Safety Board (NTSB) as an occurrence associated with the operation of any public or civil UAS that takes place between the time that the system is activated with the purpose of flight and the time that the system is deactivated at the conclusion of its mission, in which any person suffers death or serious injury, or the UAS has a maximum gross takeoff weight of 300 pounds or greater and sustains substantial damage. In the case of a midair collision between a manned aircraft and a UAS that weighs less than 300 pounds in which no injuries were sustained, consideration should be given to the damage incurred to the manned aircraft to determine if the criteria for substantial damage to the manned aircraft has been met.

Time	Action	Contact and Phone	Time Log
<b>Immediately at time of UAS mishap</b>	<ul style="list-style-type: none"> <li>Notify ATGS, aircraft in the area, and ground personnel if applicable.</li> <li>Notify flight following contact, AOBD, and/or dispatch as required.</li> </ul>		
<b>30 minutes</b>	<ul style="list-style-type: none"> <li>Search and recover missing UAS. Do not delay notifications for search and recovery operations.</li> <li>Follow established mishap reporting procedures based on damage and/or injury (See below)</li> <li>Complete Aircraft Accident Checklist Do not delay notification if you do not have all the blocks filled. Provide as much information as you can and follow-up when additional info is available</li> </ul>		
<b>Notifications</b>	<ul style="list-style-type: none"> <li>File a SAFECOM</li> </ul> <u>Minimal damage to UAS and/or payload</u> <ul style="list-style-type: none"> <li>Notify AOBD, FAO/UAM, UAS AMS, RASM</li> </ul> <u>Total system loss of UAS and/or payloads (<i>Not FAA reportable</i>)</u> <ul style="list-style-type: none"> <li>Notify AOBD, FAO/UAM, Dispatch, GACC, UAS AMS, RASM</li> </ul> <u>Damage to personnel or property in addition to the UAS and payload (<i>FAA reportable</i>)</u> <ul style="list-style-type: none"> <li>Notify AOBD, FAO/UAM, Dispatch, GACC, UAS AMS, RASM, RAO, UAS Coordinator, UAS Program Lead</li> </ul>		
<b>NTSB/FAA Reportable UAS Accident</b>	<ul style="list-style-type: none"> <li>UAS Mishap Investigation Authorization (required)</li> <li>Aviation Mishap Investigation UAS Notification (Required)</li> <li>UAS Mishap Investigation Report (required)</li> <li>SAFECOM (required)</li> <li>UAS Mishap Investigation Board (optional)</li> </ul> <p><i>Note: Any UAS mishap may be investigated at the discretion of the USDA-FS or DOI UAS Program Manager.</i></p>		