



## **Southwest Coordinating Group**



### **Delegation of Authority for SEAT Coordinator**

**Date:** July 1, 2005

**Delegation From:** *Southwest Area Coordinating Group*

**Delegated To:** *Vern Northrup*

**Authority is hereby given to Vern Northrup to review all SEAT operations in the southwest area as a SEAT Coordinator (SECO). Vern Northrup will comply with the guidelines established in the Interagency Single Engine Air Tanker (ISOG) for the SECO position. The SECO will conduct the following duties:**

- *Review all SEAT operations for compliance with operations procedures outlined in the ISOG.*
- *Review all SEAT operations for compliance with contract administration.*
- *Review all SEAT operations for compliance with the “Key Safety Components” (A-K) outlined in the Southwest Area Interagency SEAT Operating Plan*
- *Conduct interviews with SEAT Managers, pilots and driver/loaders to help identify any concerns or issues that may need to be mitigated.*
- *Review the Safecom data base for trend analysis specific to operations conducted in the southwest area.*
- *Review dispatch procedures to ensure that flight crews are receiving accurate and complete information for dispatching the SEAT, and resources are being tracked.*

**The SECO will establish a main point of contact with each agency in the Southwest area. The SECO will conduct pre/post interviews with each point of contact, and provide the participating agencies with a formal report at the end of their assignment, through the Southwest Coordinating Group.**

**The SECO will resource track through the Safford Dispatch Office and will be responsible for providing the dispatch office with emergency information, daily check-ins and planned itinerary routes.**

**/s/ Pam McAlpin**

Pam McAlpin 2005-2006 Chair, Southwest Coordinating Group