

Department of the Interior Departmental Manual

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Part 351: Aviation Operations
Chapter 1: Flight Operations Standards and Procedures

Originating Office: National Business Center

351 DM 1

1.1 **General.** This chapter prescribes flight operations standards and procedures for all aviation activities within the Department of the Interior (DOI). The standards and procedures apply to DOI fleet aircraft, commercial aviation operations, and privately owned aircraft on official business.

A. Applicability of Pilots Operating Handbook and FAA-Approved Flight Manuals. Information, procedures, and limitations contained in pilots' operating handbooks and Federal Aviation Administration (FAA)-approved flight manuals (and supplements) are applicable to all operations; e.g., owner's manual, aircraft flight manual, owner's handbook, and aircraft information manual.

B. Applicability of Federal Aviation Regulations (FAR) to DOI Operations Involving Owned or Operated Aircraft. Title 14 of the Code of Federal Regulations (CFR), Part 91, including those portions that apply to civil aircraft, applies to DOI owned or operated aircraft operations except as noted in the Departmental Manual (DMs) and/or Operational Procedures Memoranda (OPMs). All other FARs are applicable as directed by Parts 350-354 of the Departmental Manual.

C. Vendor Operations Specifications. Aircraft will be operated and maintained under provisions of 14 CFR 91, 121, 125, 127, 133, 135, or 137, as appropriate, including those portions applicable to civil aircraft, unless otherwise authorized by the Associate Director, Aviation Management Directorate (AMD), National Business Center (NBC).

D. Vendor Certification. Vendors providing commercial services with pilot(s) shall be certificated under 14 CFR 121, 125, 127, 133, 135, or 137, as appropriate.

E. Pre-flight/Post-flight Inspections. Each pilot-in-command shall, before beginning a flight, be familiar with all available information concerning that flight in accordance with 14 CFR 91 Subpart B. The pilot-in-command shall conduct a visual, preflight inspection before the first flight of each day. A postflight inspection shall be made after the last flight of the day. Deficiencies, which might affect safety of flight, shall be corrected prior to commencing flight. Pilots shall use applicable cockpit checklists.

F. Weight and Balance. Weight and balance information shall be kept in each aircraft flight manual or weight and balance book. This information shall include:

- (1) Equipped weight of aircraft, as configured.
- (2) Passenger configuration(s).
- (3) Cargo weight and distribution limits.
- (4) Center of gravity (CG) limits
- (5) Maximum takeoff and landing weights.
- (6) Charts for computing weights and CG location.

G. Seatbelts and Shoulder Harness. Occupants shall wear seat belts and shoulder harnesses during all phases of flight unless there is a valid operational or safety requirement that would cause the PIC (Pilot-in-Command) to direct otherwise.

H. Emergencies. When an emergency is encountered, the pilot shall take appropriate action to ensure safety of flight. These situations shall be reported by the pilot to the chief pilot or supervisor and documented on an NBC AMD SAFECOM form (AMD-34 / FS 5700-14) or electronically at www.safecom.gov.

I. Operations in Restricted Category and Uncertificated Aircraft.

(1) Operation of aircraft, certificated in the "restricted category," shall be limited to the special purpose operations authorized by that certificate. All operations shall be conducted in accordance with 14 CFR 91, Subpart D, and the aircraft operating limitations of the restricted certificate. For aircraft with multiple Airworthiness Certificates, the operating rules of the certificate being used shall apply.

(2) Operations of uncertificated aircraft shall be limited to transportation of aircrew members and property directly associated with the mission as authorized by the most current Public Law pertaining to public use aircraft and appropriate Departmental guidance. However, the aircraft shall be maintained in accordance with a maintenance and inspection program accepted by the Associate Director, NBC AMD. This authorization does not include transportation of passengers. For this type of transportation, refer to 351 DM 1.5.

J. Smoking Policy. Smoking is not permitted in any aircraft under the operational control of the Department.

1.2 Crew Complement Requirements.

A. Composition of Flight Crew. Minimum crew assignment and scheduling for all aircraft shall be in accordance with the aircraft type certificate data sheet, FAA-approved flight

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manual, or pilot operating handbook, and appropriate operating rules, except as otherwise provided for in this chapter.

B. Personnel at the Controls. Only those individuals authorized by the NBC AMD Associate Director or Regional Director may manipulate the flight controls. Authorization may be in the form of pilot qualification cards issued or accepted by NBC AMD approved inspectors or special Letters of Authorization. This includes pre-employment flight evaluations.

(1) DOI employees shall only participate in “pinch hitter” courses that are approved by the appropriate NBC AMD Regional Director.

(2) Certificated flight instructors (CFIs), with a Letter of Authorization issued by the Approval Authority, may manipulate the flight controls of DOI fleet aircraft while instructing DOI flight crewmember personnel in an accepted course of instruction. Maneuvers are limited to those included in the Federal Aviation Administration (FAA) Practical Test Standards (PTS). No special use activities are permitted.

(3) Exceptions are:

(a) Vendor second-in-command pilots need not be approved except where second-in-command experience is defined by the procurement document.

(b) Operators authorized under 14 CFR 121 are exempt from specific pilot carding procedures for point-to-point transportation.

1.3 **Flight Limitations, Aircraft: DOI Owned and/or Operated.**

A. Autopilot Requirements. If an airplane is not equipped with an IFR (Instrument Flight Rules) approved and fully functioning autopilot, a copilot (qualified as a SIC) is required for all passenger flights where IFR conditions are anticipated. Exceptions allowing single pilot IFR without an autopilot are as follows:

(1) Take off from the departure airport in IMC (Instrument Meteorological Conditions) to a point no more than 15 minutes flying time at normal cruise speed from that airport where VFR conditions are known to exist.

(2) Operate an aircraft in IMC under IFR if unforecast weather conditions are encountered while en route on a flight planned to be conducted under VMC and a diversion to remain VFR is not practical.

(3) Conduct an IFR approach at the destination airport, if unforecast weather conditions are encountered at the airport that do not allow an approach to be completed under VFR.

B. Airplane External Load Operations. External loads shall only be transported in accordance with the FAA-approved flight manual supplement or 14 CFR 21.

C. Airplane Single Engine Night Operations. DOI Owned or Operated.

(1) Flight at night (as defined in 14 CFR 1) in single engine airplanes shall be in an airplane equipped for IFR flight in accordance with 14 CFR 91, Subpart B. The pilot shall be instrument-rated and current at night in accordance with 14 CFR Part 61. Flight at night is not authorized in mountainous areas as depicted in 14 CFR 95, except as follows:

(a) On NBC AMD-designated flight routes. NBC AMD-designated routes are bureau requested and in mountainous terrain; or

(b) Within a 20-nautical-mile radius of a lighted airport.

(2) Except for takeoffs and landings, all night flights shall be conducted:

(a) At least 1,000 feet above the highest obstacle (2,000 feet in mountainous areas) within a horizontal distance of 5 nautical miles from course intended to be flown; and

(b) With at least 3 statute miles visibility.

D. Airplane: Single Engine (Reciprocating-Engine-Powered). DOI Owned or Operated.

(1) IFR and VFR over-the-top flight in reciprocating-engine-powered single engine airplanes shall be in an airplane equipped for IFR flight in accordance with the requirements of 14 CFR 135 and the additional maintenance requirements of 14 CFR 135, Subpart J (substituting bureau for certificate holder) for the previous 100 hours of operation or since the last overhaul, whichever is less. The pilot shall be instrument rated and current for IFR in accordance with 14 CFR 61 Subparts A and B. For IFR, the pilot shall have a current flight check as per 351 DM 3.

(2) Reciprocating-engine-powered single engine airplane IFR and VFR over-the-top flights shall not be planned unless weather reports and forecasts indicate that the pilot can descend into VFR conditions of at least 1,000 feet and 3 miles in case of an emergency at any en route point while flying cross-country including en route to an alternate.

(3) Reciprocating-engine-powered single engine IFR and VFR over-the-top flights shall not be planned or conducted into existing or forecast en route icing or other potentially hazardous weather conditions defined as SIGMET or AIRMET as described in the Aeronautical Information Manual (AIM).

(4) Reciprocating-engine-powered single engine IFR and VFR over-the-top flights shall not be permitted in designated mountainous areas as depicted in 14 CFR 95. (Note: This does not preclude pilots from filing an IFR flight plan and flying under IFR control when weather conditions are VMC.)

(5) Reciprocating-engine-powered single engine airplanes may be operated in IFR only in non-mountainous areas, provided:

(a) Weather conditions at departure are at least 500-foot ceiling and one-mile visibility, or published approach minimums, whichever is greater.

(b) Destination weather is reported to be at least 500-foot ceiling and one-mile visibility or the published approach minimums, whichever is greater, at the time of departure and is forecast to remain so for the estimated time of arrival plus one hour. Alternate weather minimums shall be in accordance with 14 CFR 91.

(c) En route weather meets 1.3D(2) above.

E. Airplane: Single Engine (Reciprocating-Engine-Powered). Vendor Operated or Other Government Agency Owned or Operated. Vendor or other government agency owned or operated, reciprocating-engine-powered single engine aircraft shall not conduct operations into IMC or night conditions as defined in 14 CFR 1, with DOI personnel on board.

F. Airplane: Single Engine (Turbine-Engine-Powered). DOI Owned and/or Operated, Other Government Agency Owned or Operated. Single engine turbine-powered airplanes used for IFR flight shall meet the equipment requirements of 14 CFR 135, Subpart C, and the additional maintenance requirements of 14 CFR 135 for single engine passenger-carrying operations (substituting bureau or other agency for certificate holder). The pilot shall be instrument rated and current for IFR in accordance with 14 CFR Part 61. The pilot shall have a current IFR flight check as per 351 DM 3.

G. Airplane: Single Engine (Turbine-Engine-Powered) Vendor Operated.

(1) Vendor turbine-engine-powered single engine aircraft operations shall not be conducted into IMC or night conditions as defined in 14 CFR 1 with Government personnel on board, unless the airplane is equipped in accordance with the requirements of 14 CFR 135, Subpart C.

(2) If the aircraft is so equipped, IFR operations shall be conducted in accordance with the vendor's approved operating specifications.

H. Airplane – Multiengine.

(1) DOI night flight, as defined in 14 CFR 1.1, conducted in a multiengine airplane, shall be in an airplane equipped for IFR flight in accordance with 14 CFR 91, Subpart C. The pilot shall be instrument rated and current at night in accordance with 14 CFR Part 61, Subpart A. Except for takeoffs and landings, all night flights shall be conducted:

(a) At least 1,000 feet above the highest obstacle (2,000 feet in mountainous areas) within a horizontal distance of 5 nautical miles from course intended to be flown; and

(b) With at least 3 statute miles visibility.

(2) DOI IFR flight. Multiengine airplanes used for IFR flight shall meet the equipment requirements of 14 CFR 135, Subpart C, and the additional maintenance requirements of 14 CFR 135, Subpart A, for single engine passenger-carrying operations (substituting bureau or other agency for certificate holder). The pilot shall be instrument rated and current for IFR in accordance with 14 CFR Part 61, Subpart A, and shall have a current IFR flight check as specified in 351 DM 3.

(3) Vendor night and IFR. Vendor night and IFR operations shall be conducted in accordance with the vendor's approved operations specifications.

I. Weather – DOI Owned or Operated Aircraft, or Other Government Agency Owned or Operated. Unless otherwise specified in this chapter, the following weather conditions shall be used as the minimum for all flights within Departmental aviation operations.

(1) VFR: 14 CFR 91, Subpart B.

(2) Special VFR: 14 CFR 91, Subpart B.

(3) IFR: 14 CFR 135, Subpart D.

(a) Departure Minimums. DOI pilots may not take off in an aircraft under IFR or begin an IFR or VFR over-the-top operation unless the weather is at or above the lowest appropriate published approach minimums for the departure airport, and for which type approach the aircraft is equipped. Departures may also be made when weather meets published takeoff minimums or at least ½-mile visibility (2,400 runway visual range (RVR)), whichever is greater. This requires an alternate airport that is available within 1-hour flight time from the departure airport. The aircraft shall be able to reach the alternate with one engine inoperative at the minimum en route altitude (MEA).

(b) Non-Standard Departure Minimums. DOI pilots specifically approved are authorized lower takeoff minimums providing the following criteria are met:

(i) Visibility conditions are at least RVR 1,600 or ¼-mile or published takeoff minimums, whichever is higher. If RVR visibility is given, it must be utilized.

(ii) For RVR 600 departures, the departure runway shall be equipped with centerline lighting, runway centerline markings, and RVR readouts available for touchdown, midfield, and rollout zones. Departures may be made with an RVR value of 600 feet or published takeoff minimums, whichever is higher.

(c) Destination Minimums. A takeoff will not be initiated under IFR or begin an IFR or over-the-top operation unless the latest weather reports, forecasts, or any combination of them indicate that the weather conditions at the estimated time of arrival at the next airport of intended landing will be at or above the authorized IFR landing minimums.

(d) An alternate airport will be specified for all IFR flights in accordance with the requirements of 14 CFR 135, Subpart D.

(e) Alternate Minimums. DOI pilots may not designate an alternate airport unless the latest weather reports or forecasts, or any combination of them, indicate that the weather conditions will be at or above authorized alternate airport landing minimums for that airport at the estimated time of arrival.

(f) Approach Weather Minimums. An instrument approach in IMC shall not be initiated at the destination unless reported weather minimums are at or above minimums published for the approach to be initiated. If, after commencing the approach, weather minimums deteriorate below that required to initiate the approach, the approach may be continued to the missed approach point at the discretion of the pilot-in-command. Descent below published minimums is not authorized.

J. Helicopter.

(1) Night Flight Requirements. Single- or multi-engine helicopter flights may be conducted under VFR conditions at night provided that:

(a) The aircraft is equipped for IFR and night flight in accordance with 14 CFR 91, Subpart C.

(b) The pilot is instrument rated in any category and current at night in accordance with 14 CFR 61, Subpart B.

(c) All takeoffs and landings can be made in areas where the boundaries are clearly shown by lights, reflective material which can be illuminated by the helicopter's landing light, or other identifiable landing aids.

(d) Single engine helicopter flights conducted at night are confined to areas where an autorotation, in an emergency situation, can be accomplished to lighted areas or to terrain known to the pilot to be free of wires or other hazards which may be indistinguishable at night. Cross-country flights may be allowed over preplanned routes where hazards are clearly marked on the hazard map and are familiar to the pilot. Pilots must maintain visual ground light reference. Night flights over large areas of water or forest where surface lights are not visible are prohibited.

(e) Flights involving night vision goggles (NVGs) must comply with items (a) and (b) above. In addition, NVG operations shall comply with a standard operating procedures manual for goggle operations approved by NBC AMD, Chief, Division of Technical Services - Headquarters.

(2) IFR. Flights into IMC shall be conducted:

- (a) In a multiengine helicopter certificated for IFR operations.
 - (b) When weather minimums meet or exceed those prescribed in 14 CFR 135, Subpart D for helicopter IFR operations.
 - (c) Only with a crew complement which includes a SIC.
- (3) Wind Restrictions. Helicopter operations shall be shut down if the wind exceeds those limitations established in the operator's flight manual or manufacturer's recommendations. If no wind limitation has been prescribed by the manufacturer, helicopter operations shall be terminated when wind speed exceeds the following conditions:
- (a) Low level operations.
 - (i) Small helicopters: 30 knots or a maximum gust spread of 15 knots.
 - (2) Medium/large helicopters: 40 knots or a maximum gust spread of 15 knots.
 - (b) Flights more than 500 feet from the surface: 50-knot winds.
- (4) Snow Operations. Flights in falling snow may be accomplished provided:
- (a) VFR conditions are maintained.
 - (b) Helicopters are equipped with engine intake protection kit (snow kits) as prescribed by the approved flight manual.
- (5) External Load Operations.
- (a) Personnel essential to the mission may be transported while carrying external loads provided the helicopter is not certificated in the restricted category.
 - (b) An empty retardant bucket may be carried from a jettisonable sling during the transporting of ground fire crews to a fire.

1.4 **Flight Plans and Flight Following**.

A Flight Plans.

- (1) Pilots shall file and operate:
 - (a) On a Federal Aviation Administration (FAA) flight plan; or,
 - (b) On an International Civil Aviation Organization (ICAO) flight plan; or,

(c) In accordance with a bureau-approved flight plan program; or,

(d) In accordance with an NBC AMD Associate Director-approved vendor flight plan program specified in an NBC AMD procurement document. Flight plans shall be filed prior to takeoff when possible.

(2) Bureau flight plan programs may be used to accommodate specialized bureau missions and must be approved as delegated by the Bureau Director. As a minimum, a bureau flight plan program must specify route of flight, estimated time of arrival (ETA), how an aircraft will be tracked during flight, and response procedures should the aircraft experience a mishap or fail to check in.

B. Flight Following. Pilots are responsible for flight following with the FAA, the appropriate ICAO entity, in accordance with a bureau-approved flight following program, or in accordance with an NBC AMD Associate Director-approved vendor flight following program specified in a NBC AMD procurement document. Position reporting shall not exceed 1-hour intervals under normal circumstances.

(1) Bureau flight following programs must be approved by the Bureau Director or his/her designee. As a minimum, a bureau-approved flight following program must specify actions to be taken (e.g., notify the FAA) in the event of an overdue or missing aircraft. Position reports resulting from use of a bureau-approved flight following program must be documented by the receiving office and provide enough information to enable easy location of an overdue or missing aircraft.

(2) An aircraft is considered “overdue” when it fails to meet its scheduled check-in time or to arrive at the estimated time of arrival (ETA), plus 30 minutes, and cannot be contacted/located. An aircraft is considered “missing” when it has been reported to the FAA as being “overdue” and the FAA has completed an administrative search and failed to locate the aircraft.

1.5 **Passenger Operations.**

A. Manifesting. The pilot-in-command shall ensure that a manifest of all onboard personnel has been completed. A copy of this manifest shall remain at the point of initial departure. Manifest changes will be left at subsequent points of departure when practical. In those instances where multiple short flights will be made in a specified geographical area that involves frequent change of personnel, a single manifest of all passengers involved may be left with an appropriate person to preclude unreasonable administrative burden.

B. Briefing. Before each departure, the pilot-in-command shall ensure that all onboard personnel have been orally briefed in accordance with the briefing items contained in 14 CFR 135, Subpart B. In those instances where multiple, short flights are to be conducted, the briefing does not need to be repeated unless new personnel come aboard. Additionally, the briefing should include location of the following items if installed/mounted/carried on the aircraft:

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- (1) Emergency locator transmitter (ELT).
- (2) Aviation life support equipment (ALSE).
- (3) First aid kit.

C. Enplaning/Deplaning Passengers.

(1) On single engine land planes, the engine will not be started until all personnel are on board and the doors are closed. At the completion of the flight, the engine will be shut down, the propeller stopped, and the switches “OFF” before cabin doors are opened for personnel offloading.

(2) On single engine floatplanes, if it becomes necessary for an onboard individual to assist the pilot in docking or beaching operations, this individual will be briefed by the pilot on all safety precautions prior to each operation. At no time will a passenger or crewmember be allowed forward of the wing strut or hold line on a high wing aircraft or forward of the wing on a low wing aircraft while the propeller is turning.

(3) On multiengine airplanes, personnel loading/offloading may be accomplished at en route stops with engine(s) running on the side of the airplane opposite the cabin door, when a qualified flight crewmember is at the controls during the loading/offloading process. No personnel will be allowed on the side of the airplane with the engine running, without an escort trained in the hazard of this activity. Personnel loading/offloading can be accomplished with engine(s) running on the side of the aircraft with the access doors when:

- (a) A qualified flight crewmember will be at the controls of the aircraft, and
- (b) The propeller is located forward of the wing and the main cabin entrance door is located under or behind the wing, and
- (c) The propeller is capable of being fully feathered while the engine is running (turbo-propeller-powered airplane), and
- (d) An aircrew member/flight crewmember escort is used to assist with passenger entrance/egress and to ensure that clothing, hand-carried items, etc., are secure.

(4) Helicopter engines need not be shut down during personnel loading or offloading, providing the pilot ensures all onboard personnel are orally briefed on safety precautions. Offloading personnel shall depart the helicopter, as briefed, within the pilot's view, avoiding the uphill side and rear of the helicopter. Loading/offloading personnel shall keep heads and equipment low to avoid the rotor system.

1.6 Special Operations.

A. Cold Weather. Flight operations with single engine aircraft shall not be conducted when the surface air temperature is -40°F, or colder.

B. Aviation Transport of Hazardous Materials. Hazardous materials shall be transported as outlined in the *Interagency Aviation Transport of Hazardous Materials Handbook* (www.nbc.gov/amd) issued as a supplement to this chapter.

C. Temporary Flight Restrictions. DOI personnel may request a Temporary Flight Restriction (TFR) under Federal Aviation Regulation 14 CFR 91, Subpart B, to protect persons or property on the surface or in the air from the hazards associated with an incident on the surface and to provide a safe environment for the operation of disaster relief aircraft. The procedures necessary to obtain a TFR are contained in the Interagency Airspace Coordination Guide (www.fs.fed.us).

D. Undercover Law Enforcement Operations in Non-AMD-Approved Aircraft. DOI employees involved in undercover law enforcement operations are authorized to use unapproved aircraft and pilots during the covert phase of an operation providing:

- (1) The activity is essential to the accomplishment of the mission; and
- (2) Such use is consistent with the undercover operating policy and practices of the bureau concerned.

E. Rapid Refueling of Turbine-Powered Helicopters. Rapid refueling is the introduction of fuel into the helicopter while the engine(s) is/are running. This procedure is often referred to as “hot refueling.”

(1) Rapid refueling is permitted when a closed circuit system is present on both the pumping and receiving equipment, or

(2) Open port (splash) refueling is permitted in accordance with the provisions of *National Fire Protection Association (NFPA) Manual 407* (www.nfpa.org), when requested by the bureau and approved by the appropriate NBC AMD Regional Director. No personnel, other than the pilot, may be on board during refueling operations.

1.7 Special Use Activities. Special use activities are the utilization of airplanes and helicopters in support of programs which are not point-to-point flight activities and which require special considerations due to their functional use or unique equipment requirements. Refer to OPM “*Special Use Activities and Revised Standards for Technical Oversight*” for further guidance.

A. Operational Requirements.

(1) Aircraft and pilots shall be approved for each special use activity prior to use. Privately owned aircraft used on official business for the Department are prohibited from conducting special use activities.

(2) Employees engaged in special use activities must meet the training requirements outlined in the OPM “Aviation User Training Program,” prior to conducting operational missions.

B. Personal Protective Equipment (PPE). Policy and detailed information are outlined in the *Aviation Life Support Equipment (ALSE) Handbook* (www.nbc.gov/amd), issued as a supplement to this chapter.

1.8 Airports/Heliports.

A. Management. It is the bureau's responsibility to establish management guidelines to ensure aviation facilities are adequately planned, constructed, secured, and managed.

B. Development.

(1) Airports. Construction, development, or closing of an airport or landing strip that is located on DOI property shall be accomplished within appropriate FAA guidelines (Advisory Circular publications).

(2) Airtanker base facilities. Detailed procedures for the construction and operation of airtanker base facilities are outlined in *The Airtanker Base Planning Guide* published by the National Wildfire Coordinating Group.

(3) Heliports. Detailed procedures for the evaluation, design, construction, and closures of heliports are outlined in various FAA and National Fire Protection Association (NFPA) publications.

(4) Helispots. Detailed procedures for the location, construction, and operational safety considerations of helispots are outlined in the *Interagency Helicopter Operations Guide* (www.nwcg.gov).

1.9 Recording of Flight Time.

A. DOI Aircraft. A Hobbs meter, recording tachometer or clock/watch shall be used to record time from takeoff roll until the aircraft returns to the blocks.

B. Vendor Aircraft Flight Time.

(1) Airplane. Flight time will be measured from the time the aircraft commences its takeoff roll until it returns to the blocks. Elapsed time will be measured in hours and tenths/hundredths of hours.

(2) Helicopter. Flight time will be measured from liftoff to touchdown in hours and tenths. Flight time will be measured by means of an authorized time recorder.

C. Flight Crewmember Time. Flight time for pilots and other flight crewmembers shall accumulate as defined in 14 CFR Part 1, “Flight Time.”

1.10 Relocation of Confiscated Aircraft. Non-NBC AMD approved, confiscated aircraft, may be relocated to secure areas provided:

A. Inspection. A person authorized to perform maintenance in accordance with 14 CFR Part 43 completes an inspection for structural and operational condition.

B. Special Flight Permit. If the aircraft's current status cannot be determined due to lack of maintenance records or other circumstances that are not readily correctable, a Special Flight Permit will be obtained from the FAA for a one-time flight or series of flights to an impound area.

C. Pilots – Make and Model Experience. Pilots shall meet DOI requirements for make and model experience and shall not operate under a flight time waiver.

1.11 Mechanic Duty Limitations. Mechanics shall not exceed the following duty time limitations:

A. Mechanics.

(1) Within any 24-hour period, mechanics shall have a minimum of 8 consecutive hours off duty immediately prior to the beginning of any duty day. Travel, not local in nature (exceeding 30 minutes travel time), will be counted as duty time.

(2) Mechanics will have 2 full days off during any 14-day period. Off duty days need not be consecutive.

(3) Duty time includes availability and work or alert status at any job site.

(4) The Government may further restrict daily duty hours and may remove mechanics for fatigue or other causes before reaching their daily duty limitations.

(5) The mechanic will be responsible for keeping the Government apprised of duty limitation status.

(6) Relief or substitute mechanics reporting for duty may be required to furnish a record of all duty time during the previous 14 days.

B. Pilots Performing Mechanic Duties. Refer to 351 DM 3.6A for duty limitations pertaining to pilots engaged in mechanic duties.