A publication of the
National Wildfire Coordinating Group

Interagency Aviation Mishap Response Guide and Checklist

PMS 503 May 2014
NFES 2659

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 to DOI or USFS by calling 1-888-464-7427 (888-4MISHAP).

Has 911/ Search and Rescue (SAR) been notified?

Notify your Bureau / Agency and follow their procedures
Bureau / Agency Point of Contact and phone number _____

ADMINISTRATIVE INFORMATION

This is a generic aircraft mishap response guide and checklist. It is not intended to be all encompassing but to provide the minimum essential elements that apply to most aviation mishaps. **You must tailor this plan to your own organization, mission, and operational location.**
An electronic copy of this document can be downloaded at http://www.nwcg.gov/publications/503.
It will serve you best when used in conjunction with the Agency Administrator's Guide to Critical Incident Management [available on http://www.nwcg.gov/publications/926.

All personnel involved in aviation operations should be familiar with the Aviation Mishap Response Guide and Checklist. **Ensure that your plan is up-to-date. It must be verified a minimum of annually AND prior to operations conducted in new locations.** When you review your Aviation Mishap Response Checklist, ensure that all of the points-of-contact listed and their respective phone numbers and e-mail addresses are still valid.

Change Symbols. Revised text is indicated by a black vertical bar in the right margin of the page, adjacent to the affected text. The change symbol identifies the addition of either new information, changed procedure, the correction of an error, or a rephrasing of the previous material. **Due to the number of changes, this is a complete revision and should be read in its entirety.**

Priority of Actions. As soon as you are aware of the accident, **START A LOG OF ALL ACTIONS AND CALLS,** then refer to the expanded subsections of this plan. The subsections are listed in order of priority.

a. **Protect people** (Tab A). Lifesaving operations takes first priority.
b. **Protect property** (Tab B). Property should be protected from unnecessary additional damage.
c. **Preserve evidence** (Tab C). Treat the area as if it were a crime scene. Provide 24-hour security until the investigation team arrives. Identify witnesses; get their addresses, phone numbers, and email.
d. **Notify and investigate** (Tab D). Report the accident using your organization's chain-of-command and policies. **Do not delay reporting** if detailed information is not immediately available.
e. **Recovery operations** (Tab E). Everything at the site is under the control of the NTSB until released.

Practice — The absolute best way to be prepared for the unexpected is to periodically practice your Aviation Mishap Response Plan. Coordinate in advance and get as many responders as possible to participate when you conduct a practice drill.

Update Record

Date of Review	Signature

PROTECTING PEOPLE

a. Many times in the urgency to assist accident victims, the rescuers may place themselves in jeopardy and become victims themselves. Enforce risk assessment and mitigation procedures.
b. Ensure ALL crew and passengers involved in an aircraft accident are cleared by medical authority prior to returning to duty.
c. Aircraft wreckage attracts people like a magnet. Keep non-essential personnel well clear and preferably upwind.
d. **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.
    2. **Toxic Substances** — Fuel, oil, hydraulic fluid, and exotic aircraft materials such as beryllium, lithium, chromium, and mercury. You must also consider the cargo the aircraft was carrying (see the DOT Emergency Response Guide at http://phmsa.dot.gov/hazmat/library/erg)
    3. **Pressure Vessels** — Tires (often above 90 psi), hydraulic accumulators, oleo struts, oxygen cylinders, and fire extinguishers. They may look OK, but may have been damaged in the crash.
    4. **Mechanical Hazards** — Metal under tension (rotor blades bent under fuselage), heavy objects, composite materials, and innumerable sharp edges.
    5. **Fire Hazards** — Unburned fuel, hot metal (or other components), aircraft batteries, pyrotechnics, and the ignition of grass as a result of the accident. Be cautious of smoldering items which may re-ignite.
    6. **Environmental Hazards** — Weather, terrain, and animals (snakes, spiders, scorpions, etc.) Depending on the location and time of year, the environment may be among the most serious hazards at the scene.
e. **Utilize available protective devices and clothing**. Use extreme caution when working around the wreckage.Protective measures include:

Minimize the number of personnel allowed to enter the accident site.
Ensure exposed personnel use appropriate personal protective equipment (PPE) such as boots, long pants, long-sleeved shirts, leather gloves (use surgical gloves as inserts if blood or bodily fluids are present), and appropriate respirators if toxic vapors or composite material pose respiratory hazards.
Do whatever is necessary to extricate victims and to extinguish fires, but keep in mind the need to protect and preserve evidence. If any evidence must be disturbed in order to carry out rescues or fire suppression activities, document and/or photograph their location.

REMEMBER, it's already a bad day; don't make it worse by letting someone else get hurt!

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PROTECTING PROPERTY

NTSB Sec. 831.12 Access to and release of wreckage, records, mail, and cargo.

a. Only the Board's accident investigation personnel and persons authorized by the investigator-in-charge to participate in any particular investigation, examination or testing shall be permitted access to wreckage, records, mail, or cargo in the Board's custody.

b. Wreckage, records, mail, and cargo in the Board's custody shall be released [to the DOI or USFS IIC] by an authorized representative of the Board when it is determined that the Board has no further need of such wreckage, mail, cargo, or records. When such material is released, Form 6120.15, "Release of Wreckage," will be completed, acknowledging receipt.

Treat the accident site like a crime scene. Wreckage, cargo, and debris should not be disturbed or moved except to the extent necessary:

a. To remove victims.
b. To protect the wreckage from further damage.
c. To protect the public.

In addition to the authority explicit in NTSB 831.12, restricting access protects the public from the hazards of the accident site (Tab A).

Initially the accident site should be protected by either your own people (e.g. if the accident occurred at a fire) or by agency and local law enforcement officers. The investigation team may request extended security until the investigation is complete.

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PRESERVING EVIDENCE

NTSB Sec. 830.10 Preservation of aircraft wreckage, mail, cargo, and records.
The operator of an aircraft involved in an accident or incident for which notification must be given is responsible for preserving to the extent possible any aircraft wreckage, cargo, and mail aboard the aircraft, and all records, including all recording mediums of flight, maintenance, and voice recorders, pertaining to the operation and maintenance of the aircraft and to the airmen until the Board takes custody thereof or a release is granted pursuant to Sec. 831.12(b) of this chapter.
Prior to the time the Board or its authorized representative takes custody of aircraft wreckage, mail, or cargo, such wreckage, mail, or cargo may not be disturbed or moved except to the extent necessary:

1. To remove persons injured or trapped;
2. To protect the wreckage from further damage; or
3. To protect the public from injury.

c. Where it is necessary to move aircraft wreckage, mail or cargo, sketches, descriptive notes, and photographs shall be made, if possible, of the original positions and condition of the wreckage and any significant impact marks.

d. The operator of an aircraft involved in an accident or incident shall retain all records, reports, internal documents, and memoranda dealing with the event, until authorized by the Board to the contrary.

In addition to those items required by law (above) you should also:
Control access to the site by cordoning off the area and contacting the agency aviation safety investigator to determine who needs access. Request agency or local law enforcement to immediately secure the site for the accident investigation team. Establishing a pass system to identify authorized personnel is an excellent technique for serious accidents. Everyone who enters should be briefed on the known or suspected hazards and cautioned to avoid disturbing the evidence (flipping switches and souvenir hunting).
Photograph everything. Some evidence may be easily destroyed prior to the arrival of the accident videos taken by witnesses, participants, and rescuers. **DO NOT DISTURB WRECKAGE.**
Identify witnesses. Request witnesses write out their statements as soon as possible (before witnesses can compare notes). Be sure to **GET WITNESSES' NAMES, ADDRESSES, PHONE NUMBERS, AND EMAIL ADDRESSES.** Supervisors must ensure that personnel with information pertinent to the investigation are made available to the investigators in a timely manner. If possible, coordinate with the accident investigator(s) PRIOR to de-mobilizing personnel with information pertinent to the accident. **Secure equipment and records.** Crew items, such as helmets, survival equipment (if used), notes, charts, etc. as well as dispatch logs and records, should be controlled and provided to the investigation team upon arrival.

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NOTIFY AND INVESTIGATE

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*If you see something…**SAY SOMETHING**!!*

Do not try to "classify" events as accidents or incidents, that's the job of the National Transportation Safety Board (NTSB). If you have an event with an aircraft that results in damage or injury, **REPORT IT** to OAS or USFS.

Initial Notification. DOI's Office of Aviation Services (OAS) or the USDA-Forest Service (USFS) can be contacted by calling 1-888-464-7427 (**1-888-4MISHAP**). When you call, provide the information on the Aircraft Accident Checklist.

!! DO NOT DELAY *the initial notification by trying to complete all of the blanks on the form. Call in the accident as soon as possible and call back as more information becomes available.*

The OAS/USFS Investigator will review your procedures taken and advise you of any additional actions you should be taking, or reports you need to make. The OAS/USFS Investigator will notify the NTSB as appropriate. Field personnel should not make initial notification to the FAA or the NTSB. If contacted by the FAA or the NTSB you should refer them to the OAS/ USFS Aviation Safety Office and answer those questions that you can.

!! If you have enough people you should conduct the notification process at the same time as you are conducting other aspects of the immediate response.

INVESTIGATION:

a. Aircraft **accidents** (fatality, serious injury, or substantial damage) will be investigated by NTSB personnel (Public Law 110-181). OAS/USFS personnel will generally be a "party" to the NTSB investigation and will conduct their investigation in accordance with NTSB and their agency's regulations.
b. Aircraft **Incidents-with-Potential** (IWP) will be investigated by Air Safety Investigators from OAS/USFS or a USFS Qualified Technical Investigator.
c. Aircraft **incidents** will require the local Aviation Manager or Aviation Safety Manager to investigate the event and report the facts and circumstances to OAS/USFS.
d. All aviation related events that impact aviation safety (for either DOI/USFS), should be reported using the **SAFECOM** (https://www.safecom.gov) reporting system.

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RECOVERY OPERATIONS

NTSB Sec. 831.12 Access to and release of wreckage, records, mail, and cargo.

a. Only the Board's accident investigation personnel and persons authorized by the Investigator-In-Charge to participate in any particular investigation, examination or testing shall be permitted access to wreckage, records, mail, or cargo in the Board's custody.

b. Wreckage, records, mail, and cargo in the Board's custody shall be released by an authorized representative of the Board when it is determined that the Board has no further need of such wreckage, mail, cargo, or records. When such material is released, Form 6120.15, “Release of Wreckage," will be completed, acknowledging receipt.

If an accident is investigated by OAS/USFS investigators, they are responsible for notification of the NTSB and compliance with section 831.12 prior to releasing the wreckage.

Actual recovery (and the associated costs) is usually the responsibility of the aircraft owner. Before committing the Government to unnecessary costs, check with the appropriate Contracting Officer.

Use extreme caution when removing or recovering aircraft wreckage (Tab A). Salvage personnel are aware of hazards at accident sites and take appropriate precautions. Your people may not!

Release of wreckage from the NTSB will go to the OAS or USFS investigation team. They will release it to the contractor through the contracting officer.

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Anyone who has ever been involved in the immediate response to an aircraft accident will agree that the first few minutes and hours of a mishap event are chaotic. Developing and practicing your Aviation Mishap Response Plan today is your best defense against the chaos of tomorrow. Time is an extremely critical factor and immediate positive action is necessary; any delay may affect someone's survival.

Conduct of Aircraft Accident Investigations. All DOI and USFS aircraft accidents are investigated under the authority of the National Transportation Safety Board (NTSB) as defined in:

a. 49 Code of Federal Regulations (CFR) Parts 830 and 831.

b. Public Law (PL) 110-181 and Federal Management Regulation (FMR) 102-33.185.

!! This means that regardless of severity, all aircraft accidents are the domain of the NTSB. If the NTSB elects to not visit the site and the field investigation is conducted by DOI or USDA-FS personnel, it is still an NTSB investigation and investigative efforts must comply with their rules and standards.

TIPS AND TECHNIQUES

a. **Who's in Charge** — Although accident investigations are the responsibility of the NTSB and DOI/USFS, you need to determine in advance who will be responsible for the initial actions at the accident site.

b. **Notification of Next-of-Kin** — See Agency Administrator's Guide to Critical Incident Management (PMS 926) (http://www.nwcg.gov/publications/926) for guidance. As a minimum, all supervisors should have a plan on how to contact their employee's next-of-kin.

c. **Start a Journal** — Write down everything regarding events, actions, points of contact (who, what, when, where, and why).

d. **Control of Records** — Under the provisions of NTSB Part 831.12 (Tab B) the records pertaining to the aircraft and the flight become a part of the investigation and "belong" to the NTSB until released. Gather and control the appropriate records until they can be turned over to the NTSB or DOI/USFS investigator. Required records include (but are not limited to) aircraft operating and maintenance documents, crew records (flight and medical), flight plans, weather briefings, weight and balance forms, and load calculations.

e. **Conduct After-Action Review (AAR)** — After the dust has settled and the professional investigators have taken charge, it is time to review what happened, what worked, and what needs to be improved. Conduct the AAR while issues and events are fresh in everyone's mind. Share your lessons learned with your Regional/Bureau/National Aviation and Safety Managers. Update your Aviation Mishap Response Plan with the lessons learned.

NOTE: NTSB policy prohibits Parties to an investigation (see Part 831.11 and .13) from discussing information about that accident without the specific approval of the NTSB Investigator-in-Charge (IIC), For questions on the proper release of information about an accident investigation contact the OAS/USFS investigators.

General Information (page 1)

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DEFINITIONS (SEE 49 CFR (NTSB) 830/831)

a. **Aircraft Accident** — an occurrence associated with the operation of an aircraft, which takes place between the time any person boards the aircraft with the intention of flight and all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage.

b. **Substantial Damage** — damage or failure which adversely affects the structural strength, performance, or flight characteristics of the aircraft, and which would normally require major repair or replacement of the affected component. Engine failure or damage limited to an engine if only one engine fails or is damaged, bent fairings or cowling, dented skin, small punctured holes in the skin or fabric, ground damage to rotor or propeller blades, and damage to landing gear, wheels, tires, flaps, engine accessories, brakes, or wingtips are not considered "substantial damage" for the purpose of this part.

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* **Incident-with-Potential** (IWP) - an incident that narrowly misses being an accident and in which the circumstances indicate significant potential for substantial damage or serious injury. The USFS Branch Chief, Aviation Safety Management Systems or the OAS Chief of Aviation Safety and Program Evaluations, will determine the final classification. (The concept "IWP" is unique to DOI/USFS.)

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c. **Aircraft Incident** — an occurrence other than an accident, associated with the operation of an aircraft, which affects or could affect the safety of operations.

d. **Investigator-In-Charge** — the designated Investigator-In-Charge (IIC) organizes, conducts, controls, and manages the field phase of the investigation. The IIC has the responsibility and authority to supervise and coordinate all resources and activities of all personnel, both Board and non-Board, involved in the on-site investigation. The IIC continues to have considerable organizational and management responsibilities throughout later phases of the investigation, up to and including Board consideration and adoption of a report or brief of probable cause(s). Note: the NTSB determines probable cause(s); DOI/USFS determine contributing factors.

e. **Serious Injury** — any injury which:

1. Requires hospitalization for more than 48 hours, commencing within 7 days from the date the injury was received;
2. Results in a fracture of any bone (except simple fractures of fingers, toes, or nose);
3. Causes severe hemorrhages, nerve, muscle, or tendon damage;
4. Involves any internal organ; or
5. Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

!! 49 CFR Part 830.5 requires the NTSB be immediately notified whenever damage (including ground damage) occurs to main or tail rotor blades that requires major repair or replacement of the blades, whenever there is a runway incursion that requires immediate corrective action, and whenever an aircraft is overdue and believed to be involved in an accident. **Report any of these events immediately to DOI/USFS Aviation Managers by calling 1-888-464-7427 (888-4MISHAP).**

!! Managers will need to record employee injuries in their Department/Agency's Safety Reporting System, DOI: Safety Management Information System (SMIS)/ USFS: Safety Health Information Portal System (SHIPS).

General Information

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MEDIA RELATIONS

NTSB Sec. 831.13 Flow and dissemination of accident or incident information.

Release of information during the field investigation, particularly at the accident scene, shall be limited to factual developments, and **shall be made only through the Board Member present at the accident scene, the representative of the Board's Office of Public Affairs, or the Investigator-In-Charge.**

All information concerning the accident or incident obtained by any person or organization participating in the investigation shall be passed to the IIC through appropriate channels before being provided to any individual outside the investigation. Parties to the investigation may relay to their respective organizations information necessary for purposes of prevention or remedial action. However, no information concerning the accident or incident may be released to any person not a party representative to the investigation (including non-party representative employees of the party organization) before initial release by the Safety Board without prior consultation and approval of the IIC.

When the field investigation is conducted by OAS/USFS investigators, they will comply with all applicable DOI/USDA and NTSB regulations by referring all media requests to the NTSB IIC, NTSB Field office or the DOI/USFS IIC.

TIPS AND TECHNIQUES WHEN WORKING WITH THE MEDIA:

a. You can acknowledge an accident has occurred, but do not speculate on what caused it or release any names. Advise the media that the investigation of this accident is under the jurisdiction of the NTSB and any questions must be directed to them.
b. Don’t aggravate the media and don’t get aggravated by the media. They’re just doing their job. Even aircraft accidents don’t stay in the headlines forever, unless the reporter thinks you’re hiding something.
c. Most reporters have prior experience at accident sites. Remind them of the hazards, to avoid disturbing the wreckage, and ask them to be respectful of the victims.

Media Relations

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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
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 FAA / Lockheed-Martin Flight Service Station and request an Alert Notice (ALNOT)	1 800 992-7433 (800 WX BRIEF) – Select "1" to speak to a briefer. Give the briefer the info and your contact info. The briefer will notify the "Hub" supervisor who will notify the FAA. Expect a return call for more info.	

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.

Anytime the fuel duration is exceeded or if an aircraft is missing/and an accident is suspected	Submit data from the Aircraft Accident Checklist to: FAA / Lockheed-Martin Flight Service Station and request an Alert Notice (ALNOT) or contact the FAA Regional Operations Center Notify OAS /USFS Aviation Safety Office Notify Local Aviation Manager	1 800 992-7433 (800 WX BRIEF) List of centers are on the reverse side 1 888 464-7427 (888-4MISHAP)**	

!! Provide the information on the 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.

SEARCH AND RESCUE. Search and Rescue (SAR) operations should be coordinated through the FAA to the Air Force Rescue Coordination Center (AFRCC) console – (800-851-3051 / 850-283-5955) and with local law enforcement agencies. It is recommended that both the FAA and AFRCC be contacted to ensure optimum coordination. For additional information on SAR visit http://www.1af.acc.af.mil/library/factsheets/factsheet.asp?id=7497.

Overdue and Missing Aircraft

FAA Regional 24-Hour Accident and Incident Response Centers

Alaskan Region	(907) 271-5936
Central Region	(816) 329-3000
Eastern Region	(718) 553-3100
Great Lakes Region	(847) 294-8400
New England Region	(781) 238-7011
Northwest Mountain Region	(425) 227-1389
Southern Region	(404) 305-5180
Southwest Region	(817) 222-5006
Western-Pacific Region	(310) 725-3300

AIRCRAFT ACCIDENT CHECKLIST

OAS/USFS **1-888-464-7427 (888-4MISHAP)**

Has 911/Search and Rescue (SAR) been notified?

(Do not delay initial report by trying to fill in all the blanks)

1. Point of Contact Information (the person who will provide information and direct actions)		
a. Operational Control: (agency/region/unit)		
b. Name:		d. Duty Position:
c. Phone Numbers:		e. Address:
Work:	Cell:	
Fax:	Home:	f. E-mail:

2. Accident Information		
a. Aircraft Registration/Tail Number:	Type of Aircraft:	Color:
b. Date and Time of Accident:		
c. Location of Aircraft (Grid, Lat/Log, Reference to Known Point):		
d. Hazardous Materials Involved? (Explosives, Radioactive Materials, etc.):		
e. Accident Site Secured?:	Photos Taken?:	
f. **NTSB & DOI/USFS ONLY:** Flight Data Recorder Secured? (if applicable) ○○ Witnesses identified and statements requested? ○○	ELT Deactivated? ○○	
g. Total Number of Personnel Involved:		
h. Number of Fatalities:	Number of Injuries:	

3. Accident Description (type of mission, what happened, weather, extent of damage, etc.)

4. Admin Information	
a. Aircraft Owner:	b. Operator:
c. Pilot in Command:	
d. Point of Last Departure:	e. Destination:
f. Route of Flight:	g. Fuel on Board:
h. Nearest Commercial Airport:	i. Suitable Helicopter Landing Site:
j. Other	

Aircraft Accident Checklist

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EMERGENCY CONTACT CHECKLIST

Notify OAS/USFS Aviation Safety Office using…1-888-464-7427 (1 888 4MISHAP)
Notify your Bureau / Agency personnel (name) _____(phone)_____

Only contact the FAA or NTSB if you cannot contact your Bureau/Regional or OAS/USFS Aviation Safety Office
FAA Flight Service Station 1-800-992-7433 (1 800 WX BRIEF)

Update phone numbers, frequencies, and POCs quarterly and for each unique mission

1.	**Primary Response (Emergency Responders - dial 911, use discrete numbers as a back-up)**
a.	Fire Department:
b.	Police:
c.	Ambulance:
d.	Air Ambulance:
e.	Hospital:
f.	
2.	**Secondary Response (Support Personnel)**
a.	Flight Following — FAA Flight Service Station (1 800 992-7433)
b.	– Dispatcher
c.	OAS / USFS Aviation Safety Office (1-888-464-7427)
d.	Photographer
e.	HAZMAT Response Team
f.	Coroner
g.	Clergy
h.	Explosive Ordnance Disposal (Military or Police)
i.	Engineer / Recovery Specialists
j.	
3.	**Agency Management and Other Agencies (as required)**
a.	Aviation Safety Manager
b.	Aviation Manager
c.	Public Affairs Officer
d.	Military Base Operations
e.	Federal Emergency Management Agency (FEMA)
f.	Airport Operations
g.	Aircraft Owner/Operator
h.	Contracting Officer
i.	Security
j.	OAS Regional Office or USFS Regional Office
k.	Regional Communication / Coordination Center
l.	State Emergency Operations Center
m.	Human Resources
n.	Critical Incident Stress Management

Emergency Contact Checklist

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HELICOPTER AMBULANCE REQUEST INFORMATION

A. Injury Information

1. Total personnel involved in mishap _____
2. Time of mishap _____
3. Type or extent of injuries (vitals, other medical personnel on scene):_____

_____

_____

_____

B. Mishap Site Information

1. Unit/Agency _____
2. Contact name and 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 _____

5. Site Contact: _____

Radio frequencies 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 (location, description, hazards, control measures, etc.) _____

_____

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 _____

Obstructions to visibility _____Temperature _____

Degrees (F or C) _____Elevation _____Sunrise _____Sunset _____

Description of Terrain _____

_____

Helicopter Ambulance Request

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ADMINISTRATIVE REVIEW

All personnel involved in aviation operations should be familiar with the Aviation Mishap 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 and practiced with a mishap drill by all aviation personnel on an annual basis.

Name	**Date**
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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Interagency Aviation Mishap Response Guide and Checklist

May 2014
PMS 503
NFES 2659

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This publication is available electronically from the NWCG Web site at: http://www.nwcg.gov/publications/503. Printed copies may be ordered from the Great Basin Cache, National Interagency Fire Center, Boise, ID. For ordering procedures and costs, please refer to the annual NFES Catalog Part 2: Publications posted at http://www.nwcg.gov/publications/449-2.

Previous editions: 2010

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