

# INITIAL PILOT / MANAGER BRIEFING

The Initial Pilot / Manager Briefing was designed to provide the SEAT Manager with a guideline or checklist to brief the SEAT contract personnel on their initial contact. The briefing is a combination of all the information the SEAT Manager received from the using agency and the Fixed Wing Base Operator.

## I. BASE OF OPERATIONS:

A. Fixed Wing Base Operator: ( Provide name and phone numbers ).
B. A & P Mechanic / Avionic Shop: ( Provide the location of the nearest avionic shop if known ).
C. Weather Service: ( Provide the phone number and location ).
D. Security: ( Evaluate the airport security and relay the using agency security plans ).
E. Aircraft safety procedures and crash rescue responsibilities / capabilities.
F. Types of retardant used and water sources available on site and re-supply plan.
G. Identify who is who in the area of operations.
H. Review the aircraft capabilities and limitations for operating in the area of responsibility with the pilot.
I. Duty hours, and start and end of normal duty day.
J. Procedures for crew and pilot while on standby.
K. Aircraft safety procedures and crash rescue responsibilities / capabilities.
L. Contract evaluation criteria.

## II. INITIAL ATTACK OPERATIONS:

A. Operational area of responsibility: ( Provide map overview ).
B. Remote bases or alternate sites: ( Provide map overview ).
C. Local resources and location: ( Provide map overview ).
D. Emergency landing sites: ( Provide map overview ).
E. Additional aerial resources and location.
F. Review the initial attack procedures established in the Unit Aviation Plan
G. Copy of SEAT Operational Plan.
H. Review of aerial hazard map.
I. Local initial attack procedures.

## III. COMMUNICATION PROCEDURES:

A. Discuss and provide a copy of the communication plan.
B. Review local interagency frequencies and procedures for: ? Ramp Frequency ? National Flight Following ? Zone Flight Following ? Remote Base Frequencies ? Air to Air Tactical (Air Attack and Reconnaissance) ? Air Guard ? Air to Ground
C. Review of flight following sequencing and loss of communication procedures.
D. Introduce to aviation dispatchers.
E. Review of emergency / crash rescue procedures.
F. Location of area repeaters ( Provide map overview ).
G. Review the Fire Traffic Area (FTA) procedures.

## IV. BRIEFING SUMMARY:

A. Overview of normal and storm weather patterns.
B. Daily weather and intelligence briefing procedures.
C. Overview of fire behavior, both normal and current.
D. Review of fuel types and terrain within area of operation.

## V. LOCAL PLANS, POLICIES AND PROCEDURES:

A. Identify and introduce Unit Aviation Officer.
B. Review copy of the Unit Aviation Plan.
C. Review copy of the SEAT Operations Plan.
D. Review the Interagency Aviation Mishap Response Plan.
E. Review the aerial hazard map and identify hazards.
F. Review local concerns and constraints ( Cultural, Political and Resources ).
E. Overview of local airspace coordination issues and procedures.