

INDIAN AFFAIRS MANUAL

Part: 57
Chapter: 2

Aviation Management
Operations

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2.1 Aviation Operations Plans.

A. Regional Aviation Management Plans which, at a minimum, stipulate standard operating procedure for the acquisition and use of aircraft within the Regional Office's jurisdiction and accident/incident reporting and response are required. Regional Aviation Managers will assist Collateral Duty Regional Aviation Officers in the development of these plans.

B. Aviation Operations Plans (e.g. Helibase/Helicopter Operations Plans, Air Tanker Base or Air Tanker Operations Plans) which stipulate standard operating procedures for all aspects of base and flight activities are required at all Indian Affairs locations with exclusive-use contracts for aircraft.

2.2 Program Monitoring. Program monitoring will be used to provide program oversight and assistance, to ensure compliance with DOI and Indian Affairs policy and to help provide for the safety and efficiency of aviation operations.

A. Formal Evaluations. The aviation program in each Region will be formally evaluated at least once every five years. Such aviation program evaluations will be conducted by teams including the following personnel: the OAS Aviation Program Evaluation Specialist, Indian Affairs National Program Aviation Managers and Collateral Duty Aviation Officers. Interagency partners from other aviation communities may also be included on the team. Findings from such evaluations will be documented in a report issued by OAS.

B. Annual Monitoring. Aviation activity will be monitored through visits to sites with aviation activity by the Indian Affairs National Aviation Program staff (includes National Program Manager, National Safety and Training Program Manager, and Regional Aviation Managers). Such visits will be on an annual or as-needed basis to provide for the safety and efficiency of operations.

(1) At a minimum, at least one staff member will visit each Regional Office annually and will visit each location with an exclusive-use aircraft contract annually to review operations.

(2) National Aviation Program staff will visit locations on the first year of a three-year exclusive-use aircraft contract to attend the prework meeting. Visits may be more frequent if requested or if circumstances warrant.

C. Outside Technical Assistance. When requested by Indian Affairs, subject matter experts from other agencies (i.e. Forest Service Helicopter Operations Specialists, etc.) may be used to monitor or assist with operations.