NATIONAL PARK SERVICE
REFERENCE MANUAL 60
AVIATION MANAGEMENT

Appendix 2
Park Aviation Management Plan
Page 1

Appendix 2
PARK AVIATION MANAGEMENT PLAN
(Suggested Template, RAMs May Approve Other Templates)

The plan should be commensurate with the complexity of the aviation activities. Programs with limited aviation activities may only need a single page, which must include an aviation point of contact. An Aviation Management Plan must contain the following topics:

I. INTRODUCTION/PURPOSE

    A. NPS Policy

    B. Compliance with Park Legislative Mandates

    C. Park Aviation Policy

II. PROGRAM MANAGEMENT

    A. Organization and Responsibility (i.e., Superintendent, Passengers)

    B. Qualifications/Training Needed to Manage Program

        1. Project Leader

        2. Flight Manager

        3. Helicopter Manager

    C. Dispatching and Controlling Flights

        1. Routine Flights

            • Routine Flight Request/Flight Plan (See Appendix 4)

            • Process for Requesting Aircraft

        2. Non-Routine (Emergency) Flights

            a. Search and Rescue Operations

            b. Medical Evacuations

            c. Emergency Fire Operations

            d. Law Enforcement Emergencies

            e. Administrative Emergencies

                • Risk Analysis

                • Process for Requesting Aircraft

    D. Records and Reports

III. AVIATION OPERATIONS

    A. Aircraft Safety

        1. Aircraft Data Cards

        2. Personal Protective Equipment

NATIONAL PARK SERVICE
REFERENCE MANUAL 60
AVIATION MANAGEMENT

Appendix 2
Park Aviation Management Plan
Page 2

3. Flight Manifest

4. Load Calculations

5. Flight Plans/Flight Following

6. Communications

7. Pilot Authority

8. Pilot Duty Limitations

9. Low-Level Flights

10. Transporting Hazardous Material

11. Smoking

12. Fuel Reserves

13. Transportation of Dogs and Other Pets

14. Pilot Briefings

15. Flight Hazard Maps

16. Authorized Passengers, Cargo, and Flights

17. Flight Restrictions and Noise-Impact Mitigation

18. Air Space Restrictions

B. Aviation Security

1. Facilities

2. Aircraft

IV. SPECIFIC MISSIONS

V. EMERGENCY PROCEDURES

VI. PROGRAM COORDINATION AND EVALUATION