Appendix 2: Annual Aviation Program Report and Assurance Statement

The Annual Aviation Program Report and Assurance Statement (AAPRAS) is due to NASM annually on April 15.

	NATIONAL PARK SERVICE	
Annual Aviation Program Report and Assurance S	statement CY-20	
PARK or UNIT:	REGION:	
AVIATION PROGRAM TYPE(s):		

List all that apply above: FF = fleet fixed wing, EF = exclusive use fixed wing, FH = fleet helicopter, EH = exclusive use helicopter, C = cooperators, UAS = unmanned aircraft systems, O = other. For other, itemize and describe special use missions below.

All items marked "no" should be addressed on the last page of this report. Add the date when the item was updated, completed, or reviewed.

AVIATION MANAGEMENT

ITEM#	ITEM	YES	NO	N/A	DATE
1	The park has a designated park aviation manager in writing. REF: RM-60 Ch. 1.6.18				
2	If designated as a Level 1 aviation program, the park has a non-collateral duty park aviation manager. REF: RM-60 Ch. 1.5				
3	The Aviation Management Plan (AMP) was reviewed, updated as necessary and signed. If no changes, AMP is initialed. REF: RM-60 Ch. 11.6				
4	The park has a current and updated Mishap Response Plan. REF: RM-60 Ch. 17.3				
5	Mishap Response Plan exercise conducted annually. REF: RM-60 Ch. 17.3				
6	The park has updated their aerial hazard map indicating known hazards annually. REF: RM-60 Ch. 11.19				
7	The park has a current Project Aviatoin Safety Plan(s) for all special use activities. REF: RM-60 Ch. 11.7				
8	The park has Cooperator Letters of Approvals in place for use of cooperator aviation resources, and they are updated and current. If yes, itemize below. REF: RM-60 Ch. 16				
9	If changes to an existing approved enhancement are needed, the superintendent has submitted the enhancement modification from. RM-60 Ch. 2.2.1 and 2.2.2.				

PERSONNEL TRAINING REQUIREMENTS

ITEM#	ITEM	YES	NO	N/A	DATE
10	NPS fleet and contractor pilot(s) have current required training and approvals for special use activities. REF: RM-60 Ch. 11.21				
11	NPS-designated instructor pilot is approved in writing by the NAM. REF: RM-60 Ch. 10.11				
12	All employees involved in the use or control of aviation resources are current with required training in accordance with OPM-04. REF: RM-60 Ch. 13				
13	Line managers (e.g., regional directors, their deputies, and superintendents) and supervisors in parks that use aviation have completed mandatory training per OPM-04. REF: RM-60 Ch. 13.1.1				
14	All employees who fly supecial use activity flights are current aircrew members and have completed the				
15					
16	All aircrew members on special use flights are current and have completed required training for the mission. REF: RM-60 Ch. 14.3				
17	All NPS emplooyees acting as crew members in float-equipped aircraft or on over-water flights beyond gliding distance to the shore have completed a water ditching and survival training course. REF: RM-60 Ch. 13.4.2				
18	All flight followers have completed the required flight following training and received orientation on how to initiate a response to aircraft mishaps, overdue and missing aircraft. REF: RM-60 Ch. 13.1.4 and 17.3				

AVIATION OPERATIONS

ITEM#	ITEM	YES	NO	N/A	DATE
19	The park has a written risk assessment included in mission planning for all flights. REF: RM-60 Ch. 3.4 and 11.7				
20	Flight plans are prepared and flight following occurs for NPS aviation flights. REF: RM-60 Ch. 11.6				
21	Passenger manifests are completed for each flight. REF: RM-60 Ch. 11.8				
22	All passengers boarding an aircraft receive a briefing prior to the flight mission. REF: RM-60 Ch. 11.10				
23	Aviation fuel in park unit is managed in accordance with the Aviation Fuel handling Handbook, National Fire Protection Association 407, Standard for Aircraft Fuel Servicing and when applicable NSHO. REF: RM-60 Ch. 11.15 and OPM-20 Load calculations/weight balance is performed prior to all flights. REF: RM-60 Ch. 11.17				
24					
25	Lap belts, shoulder harness or approved secondary restraint system is worn during all flights. REF: RM-60 Ch. 11.2				

AVIATION EQUIPMENT COMPLETED

ITEM#	ITEM	YES	NO	N/A	DATE
26	First Aid kits containing required items per ALSE Handbook are onboard aircraft for special use activities. REF: RM-60 Ch. 7.3				
27	A survival kit containing items in the ALSE Handbook is aboard aircraft for special use activities. REF: RM-60 Ch. 7.3				
28	Personal Flotation Devices are worn on single-engine aircraft when beyond gliding distance to shore. REF: RM-60 Ch. 7.4				
29	Helmets are inspected according to the manufacturer's recommendation and unit records updated. REF: RM-60 Ch. 7.5				

POLICY WAIVERS COMPLETED

This section identifies areas of that require waivers. If your park has an enhancement waiver, indicate below and give specific information in the itemized section below.

	ITEM#	ITEM	YES	NO	N/A	DATE
	30	PPE Waiver(s) is in place. REF: RM-60 Ch. 7.2				
ſ		Required policy waiver is in place if the park is designated as a Level 1 Aviation Program and the park does not have a non-collateral duty PAM. REF: RM-60 Ch. 1.5				

	Describe circumstances and plan of action to complete items	Estimated Date
Item #	marked "NO" on previous page or where instructions require a topic to be itemized	of Completion

This annual aviation program report is a true and accurate portrayal of the aviation program at this park. Items identified as "No" will be completed in the
manner and timeframe described above.

Superintendent's Signature	Date	
(Required)		