

# OREGON

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## Disaster Aviation Annex



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## **CHAPTER I -- ADMINISTRATIVE OVERVIEW**

### **A. PURPOSE**

1. In a disaster, local jurisdictions are responsible for initial response and recovery operations. The State Disaster Aviation Annex is designed to enhance current disaster management capabilities as a unique but integral element of emergency operations. State and county incorporation of State Disaster Aviation Annex into their respective disaster plans will facilitate safe, efficient, and effective use of government and civilian aviation assets during times of disaster within the State of Oregon.
2. This plan does not apply to aviation operations during day-to-day emergencies (such as LifeFlight), which are authorized and conducted under local agreements. It also does not apply to aviation operations in support of wildland fire or Search and Rescue (SAR), since these activities are covered in other specific plans and agreements.

### **B. AUTHORITY**

1. Oregon Revised Statute 404.100-105 establishes the Office of Emergency Management (OEM) of the Oregon Military Department as the office responsible for disaster-related aviation planning. It also establishes the appointment of a State Search and Rescue Coordinator. The coordinator is responsible for providing direction and assistance in the use of aviation resources (including civil aircraft) used in support of search and rescue operations.
2. During disaster operations that necessitate air operations, the State Air Operations Manager has the delegated authority to manage all aviation operations for and in the State of Oregon. The State Search and Rescue Coordinator will coordinate their actions with the State Air Operations Manager.
3. Actions prescribed in this annex are consistent with and complementary to:
  - a) Federal Civil Defense Act of 1950 (Public Law 81-920)
  - b) Stafford Act (Public Law 93-288)
  - c) Governor's Executive Orders
  - d) The State Emergency Operations Plan
  - e) Federal Aviation Regulations (FARs)/Code of Federal Regulation (CFRs)

## **C. OVERVIEW**

- Chapter I     ADMINISTRATIVE OVERVIEW  
Describes authorities and responsibilities of participating agencies; concept of operations; plan activation and administration.
- Chapter II    RESOURCES  
Describes concept of operations; identifies responsibilities; contains listing of airports/helibases, aircrew/aircraft, and communication resources; SARDA qualification requirements.
- Chapter III   OPERATIONS  
Describes concept of operations; identifies responsibilities; describes disaster aviation missions; and establishes mission priorities.
- Chapter IV    AIRSPACE COORDINATION/FLIGHT TRACKING  
Contains procedures for establishing Temporary Flight Restrictions (TFR) and tracking SARDA flight activities.
- Chapter V     MEDIA OPERATIONS  
Establishes airborne media operations as an integral element of SARDA; prescribes airspace and flight tracking procedures to be used by media.
- Chapter VI    DAMAGE ASSESSMENT.  
Identifies responsibilities and scope of damage assessment of equipment and facilities needed to make this plan work.
- Chapter VII   LOGISTICS  
Identifies typical disaster aviation support requirements and establishes responsibilities for providing logistics support network.

GLOSSARY   Listing of terms and acronyms.

APPENDICES Include references, forms, and resource lists.

## **D. CONCEPT OF OPERATIONS**

1.     Because disaster-related air operations may range from a one-time use of a single aircraft to complex and extended use of multiple aviation assets, the following levels of disaster aviation operations are established as a reference:

a) **Steady State / Level 1:** is when there are no active or pending state declared disaster operations occurring which require air operations. Search and Rescue (SAR) activities are part of steady state operations. Some examples of steady State air operations are:

1. Search and Rescue Operations
2. Emergency Locator Beacon locating
3. Downed Aircraft locating

Level 1 air operations are also when specialized resources are needed, but are of such limited scope and duration that they would not require large scale or long-term aviation support during response to an incident. At this level of air operations, mission requirements and assets are normally coordinated through a combination of the State Search and Rescue Coordinator, the affected Jurisdictions Sherriff / Incident Commander (IC) or Authorized Designee.

b) **Level 2:** is when air operations are required during a State Declared Emergency. These operations usually involve more complex aviation support and coordination. Level 2 operations normally involve more than one county/region and trigger at least partial activation of the state Air Coordination Center (ACC) in conjunction with the State Emergency Coordination Center (ECC). An example of disaster air operations at this level are:

1. Multiple request for aviation support from multiple jurisdictions / locations
2. Complex Coordination requirements for air operations
3. Conduct disaster survivor rescue and transport
4. Debris removal
5. Aerial damage assessment missions
6. Aviation Logistical Support (Sling load)

c) **Level 3:** is when a Major Disaster / Catastrophic Disaster has occurred in the state of Oregon that requires immediate air operations to preserve / sustain life, crisis site stabilization, or immediate aerial logistical support. Incidents of this type are characterized by operational demands that require long term aviation support, multiple: airframes and air support units, and intensive airspace coordination. The state ECC and ACC are required coordination elements to ensure success during these incidents. Air mission during these incidents can range the entire spectrum of air operations. Additionally, it may be required that airframe operators and coordination efforts may have to be performed under less than optimal conditions or in a degraded mode. These conditions will place an increased demand on airframe support systems, mission coordination efforts, air space management efforts, as well as extensive demands on airfield and air support logistics support systems.

## **E. RESPONSIBILITIES**

1. FEDERAL GOVERNMENT. This annex conforms to Emergency Support Function (ESF) #1 – Transportation of the Federal Response Plan:
  - a) The Federal Aviation Administration (FAA) is responsible for providing advisory planning guidance for disaster aviation at state, regional, and national levels for the use of aircraft during an emergency.
  - b) The Federal Emergency Management Agency (FEMA) is responsible for coordinating development and implementation of the Federal Response Plan. During a federally declared emergency, personnel assigned to FEMA's Joint Field Office will coordinate aviation planning with the State Air Operations Manager.
2. STATE OF OREGON. The Office of Emergency Management is responsible for:
  - a) Establishing criteria and procedures to coordinate and manage disaster operations of all aircraft and landing areas within the state except for federal installations.
  - b) Planning and coordinating disaster aviation operations with the FAA and other appropriate agencies.
  - c) Coordinating with the ACC to facilitate access to key aviation resource data, to include facilities, aircrews, aircraft, special ground support equipment, fixed-base operators, radio communications, contact lists, and other useful information.
  - d) Establishing logistical support systems for disaster aviation activities.
3. COUNTIES/REGIONS. Each county or region will develop local plans with provisions for:
  - a) Conducting disaster aviation operations at airports and landing areas within their county/region, including logistical support
  - b) Coordinating air traffic with FAA
  - c) Ensuring qualifications and criteria established in this plan are met
4. INDUSTRY AND INDIVIDUALS. Airport owners/operators, aircraft owners, and pilots participating in operations will:
  - a) Cooperate with Federal, State and local officials in disaster aviation planning
  - b) Comply with qualifications and criteria for participation
  - c) Provide services according to pre-established cost structures or MOUs

## **F. ORGANIZATION**

1. In the beginning phases of a disaster / emergency initial responsibility for response and management lies with local jurisdictions. The State Disaster Aviation Annex is intended to assist in the implementation of the expanded role aviation assets will play during these events. Task organization for level 2 and 3 air operations is listed in Appendix G of this annex.
2. Due to the specialized nature of aviation activities, counties may find it beneficial to set-up a regional structure to conduct disaster aviation operations. This regional approach has worked well for SAR operations and is encouraged. The term county/region will be used throughout this plan.
3. Counties / Regions will identify in their respective emergency plan who is responsible for coordinating air operations for the County / Region. This person will coordinate with the state Emergency Coordination Center (ECC) to request their aviation support needs. The State ECC will work with the State Air Coordination Center to meet the needs of the requesting County / Region. The ACC is comprised of military, state, and civilian partner aviation resources. The State ACC will determine the best asset to meet the capability being sought by the requesting county / region. (See Appendix H for a typical example of a county/regional organization).
4. County / Regional persons identified to be responsible for coordinating air operations may be Emergency Management personnel, law enforcement officers, airport managers, or other qualified aviation staff. Personnel filling this role must have training in aviation operations and familiar with basic aviation operations.

## **G. ACTIVATING THE ANNEX**

1. County/Regional plan activation:
  - a) A county or region may activate their County / Regional plans anytime disaster aviation operations are needed in response to a disaster. Counties /Regions will notify the Office of Emergency Management anytime they activate their plan.
2. State Annex Activation:
  - a) The State Disaster Aviation Annex will be activated whenever it is determined that a disaster situation in the state warrants.
  - b) In the event of a Governor's Declaration of Emergency, this plan is automatically activated for the State of Oregon.

## **H. LIABILITY**

1. Persons performing sanctioned air missions and ground support tasks in direct support of this annex are considered "Emergency Service Workers" as defined in ORS 401.025, and as such are afforded the following general protections:
  - (a) Protected from liability except in cases of willful misconduct, gross negligence or bad faith (ORS 401.515)
  - (b) Eligible to receive benefits from the State for injuries received while performing their assigned duties. (ORS 401.355 through 401.465)
  - (c) See Appendix A for additional information on liability under ORS.
2. Aircraft owners/pilots voluntarily providing equipment and services in support of this annex may be reimbursed by the State for eligible expenses. Private pilots may be reimbursed to the extent permitted in Title 14 of the Code of Federal Regulations (CFR) as amended:
  - (a) For aircraft operating expenses that are directly related to search and location operations, provided the expenses involve only fuel, oil, airport expenditures, or rental fees, and the operation is sanctioned or under the direction and control of:
    1. A Local, State, or Federal agency; or
    2. An organization that conducts search and location operations.

## **I. ANNEX ADMINISTRATION**

1. The Office of Emergency Management (OEM) is responsible for administering this annex, as part of the State's Emergency Operations Plan (EOP).
2. OEM, as required, will provide copies of this Annex to public-use airport owner/operators, emergency managers, and other key resources identified by the State Emergency Operations Plan.
3. Comments and suggested changes to this annex may be directed to:

The Office of Emergency Management  
PO BOX 14370  
Salem, OR 97309-5062

## CHAPTER II-- RESOURCES

### A. CONCEPT OF OPERATIONS

1. There is a broad range of resource management challenges associated with disaster aviation operations. The following are examples of typical operations that might be performed during a disaster, depending on location, scope and duration. While each is unique, they illustrate the variety of resource and logistical support needed to successfully perform the disaster aviation mission.
  - a) Mobilization/Demobilization. Includes reception, loading, unloading, staging, and repackaging resources moving into and out of disaster areas. Requires the ability to receive, load and unload large cargo and passenger aircraft, and to shelter/secure large quantities of cargo.
  - b) Medical Evacuation. Includes reception, staging, medical assistance, and transport of injured evacuees. Requires the ability to receive, load and unload large passenger aircraft, and must include areas for patient treatment and monitoring, as well as secure storage of medical supplies.
  - c) Reception of Donated Goods and Services. Includes reception, loading, unloading, staging, and repackaging of resources moving into disaster areas. Like mobilization operations, requires the ability to receive, load and unload large cargo and passenger aircraft, and to shelter and secure large quantities of cargo.
2. Resource management responsibility remains at the county/regional level until:
  - a) A County / Region finds it necessary to request additional aviation resources from the State, at which time they then share resource management responsibility for those assets, or
  - b) The State determines that it is necessary, for the effective management of response operations, to centrally manage all or select disaster aviation resources at the state level. In order to ensure these limited resources are appropriately allocated to meet response needs, across the state.
3. This annex does not include ground transportation of personnel and cargo outside the immediate air mobility environment.

## **B. RESPONSIBILITIES**

1. The State Aviation Operations Manager is responsible for:
  - a) Overseeing the identification, acquisition (Oregon Department of Forrestry – Call When Needed List), and coordination of federal, state, and civilian air assets to support disaster aviation operations in the State of Oregon.
  - b) The Air Operations Liaison located in the state Emergency Coordination Center (ECC) serves as the primary conduit of information and coordination between the ECC and the state Aviation Coordination Center.
  - c) Overseeing the identification, acquisition, and coordination of air operations support facilities for use during disaster aviation operations.
  - d) Overseeing the identification, acquisition, and coordination of aviation logistical support systems for use in disaster aviation operations.
  - e) Oversees and sanctions the use of air assets in response to disasters in the State of Oregon.
2. Counties / Regions are encouraged to:
  - a) Identify in their local plans: tertiary airports and heliports / bases.
  - b) Assist in coordinating the use of these facilities during disaster aviation operations.
3. Airport Owners/Operators are encouraged to:
  - a) Support disaster aviation operations at their facilities
  - b) Cooperate in local and state planning activities
  - c) Participate in specific exercises focusing on Disaster Aviation Operations

## **C. AIRCREWS/AIRCRAFT**

1. **Oregon National Guard:** When directed by the Governor the National Guard's aviation assets shall be made available to the State. These assets may be assigned any mission which the pilot and aircraft are qualified. Request for these assets are made in accordance with the State Emergency Operations Plan by the requesting County / Region to the State Emergency Coordination Center.

2. **Civil Air Patrol:** CAP is a federally chartered charitable non-profit corporation. (36 USC §§40301-40307) Missions flown under this MOU are “corporate missions.” Although CAP is not a government agency or military service, it acts as a volunteer civilian auxiliary of the United States Air Force (USAF) when the services of CAP are used by any department or agency in any branch of the Federal Government. Only the United States Air Force (USAF) can assign “Air Force Assigned Missions” (AFAMs.) See Attachment AF for a discussion of CAP’s status and missions as the Air Force Auxiliary (10 USC §§9441, 9442) and procedures to request “Air Force assigned missions” (or AFAMs.). During disasters / emergencies request for these assets are made in accordance with the State Emergency Operations Plan by the requesting County / Region to the State Emergency Coordination Center. CAP assets may be assigned any mission which the pilot and aircraft are qualified.
3. **United States Coast Guard:** The US Coast Guard operates independently on the high seas and waters subject to US jurisdiction. Only the Coast Guard can assign their assets for use in inland emergencies. When available, request for these assets are made in accordance with the State Emergency Operations Plan by the requesting County / Region to the State Emergency Coordination Center.
5. **Federal Active Military Air Assets:** May be made available on the specific request of the State to FEMA Region 10 through either through the Immediate Response process, Emergency Management Assistance Compact (EMAC), or the traditional Mission Assignment Process (MA) or Pre-Scripted Mission Assignment (PSMA) process . These assets may be assigned any mission for which pilot and aircraft are qualified. Request for these assets are made in accordance with the State Emergency Operations Plan by the requesting County / Region to the State Emergency Coordination Center.
6. **Other Federal and State Agency Aviation Assets:** May be made available on the specific request of the State. They may be assigned any mission for which pilot and aircraft are qualified. Request for these assets are made in accordance with the State Emergency Operations Plan by the requesting County / Region to the State Emergency Coordination Center.
7. **Civilian Aviation Assets:** These assets are a valuable part of disaster aviation operations in Oregon. Pilots and aircraft may be used for any mission which they are qualified (see below).
8. **Aircrews** participating in disaster aviation operations will meet the following minimum qualifications:
  - a) Civil Air Patrol qualified for the designated mission.
  - b) Federal Aviation Regulation (FAR) Part 121.
  - c) FAR 135 operations for aircraft carrying passengers
  - c) FAR Part 133 for helicopter external load operations.
  - d) FAR Part 137 for agricultural aircraft operations-

- g) Military aircraft and personnel qualified for their designated mission.
  - h) Other qualifications approved by the State of Oregon Risk Management
9. **Aircraft** used in disaster aviation operations must be capable of two-way radio communications using one programmable AM - and one programmable FM radio
10. See Appendix J Civilian Aircraft Catalog for full listing of civilian aircraft.

#### D. AIRPORTS/HELIBASES

1. Oregon airports for use in disaster aviation have been divided into four categories based on aircraft handling and servicing capabilities, and safety features (runway length, weight bearing capacity, etc.).

- a) **Primary Airports:** Capable of receiving, handling, and supporting large military and civilian transport aircraft; loading, off-loading, and storage of large quantities of palletized equipment; and capable of 24-hour operations with augmentation. Primary Airports can support major disaster aviation operations, and are often the initial destination for resources arriving from outside the State.

Portland International	Eastern Oregon Regional (Pendleton)
Rogue Valley International (Medford)	Kingsley Field (Klamath Falls)
Roberts Field (Redmond)	Boise Air Terminal (ID)
Tri-Cities (WA)	McChord Air Force Base (WA)

- b) **Secondary Airports.** Capable of receiving, handling, and supporting at least C-130 cargo aircraft. Secondary Airports will normally be located as close as possible to the actual disaster area, and may be the last fixed-wing link in the resource distribution system. Secondary Airports may lack ground-handling capability, air traffic control, and communications capabilities that would be needed to support a major disaster aviation operations.

Troutdale	Hillsboro
McNary Field (Salem)	Astoria Regional
Newport	McMinnville
North Bend	Mahlon Sweet Field (Eugene)
Lakeview	The Dalles
Boardman	John Day
Redding (CA)	Siskiyou County (CA)

- c) **Tertiary Airports.** Must be paved and capable of receiving small fixed-wing aircraft. Usually not efficient facilities for handling large quantities of cargo or personnel.

Tertiary Airports may be unlighted, unattended, and have limited or no service capabilities.

- d) **Heliport/Helibase.** Capable of receiving heavy-lift helicopters. Normally be used for sustained helicopter operations (as opposed to landing "zones" which are designated for limited use. Often may be the final airlift distribution point before ground transportation completes the process. May be designated for special-use, such as patient collection for medical evacuation.
2. After a major disaster event, it is critical that airfield viability, capability, and status is confirmed before designating a specific role to these facilities for disaster aviation operations (See Chapter VI, DAMAGE ASSESSMENT).

## E. COMMUNICATIONS

1. Radio discipline during disaster operations is critical. All operators must exercise particular caution not to compound the already intense and often confusing air situation. Transmissions should be kept to a minimum, with emphasis on essential, succinct communications.
2. The initial contact frequency for Oregon disaster aviation operations is 122.9. All aircraft participating in disaster aviation operations will monitor 122.9 unless assigned a different frequency.
3. 123.025 is the designated special use helicopter-to-helicopter frequency used to coordinate Life Flight, media, and other helicopter operations.
4. The State may request additional radio frequencies and communications equipment from the FAA/ROC, including portable air traffic control towers.
5. See Appendix B for additional communications information.
6. A communications Plan will be developed for each incident.

## **CHAPTER III -- OPERATIONS**

### **A. CONCEPT OF OPERATIONS**

1. Disaster aviation operations are conducted as an integral part of the overall disaster response and recovery effort.
2. The State has delegated authority to County/Regional SAR Coordinators to manage available aviation resources in local operations at Level 1 / Steady State. The State Air Operations Manager will specify County/Regional authority during Level 2 and 3 disaster aviation operations.
3. The State Emergency Operations Plan establishes the method for requesting resources and assets during emergencies. Requests for aviation assets and resources follow the same process: City to County, County to State, and State to Federal.

### **B. RESPONSIBILITIES**

1. OEM and County/Regional Emergency Managers will ensure personnel who fill positions / roles during disaster aviation operations have the professional education, certification, and training required and necessary to execute the duties of the roles assigned.
2. Counties / Regions to ensure the success of disaster aviation operation are encouraged to coordinate all disaster aviation operations with the State, as outlined in this annex.
3. The County / Region will coordinate with the State Emergency Coordination Center to ensure the specific Primary and Secondary airports are adequate for the aviation asset / resources requested (See Appendix C for activation checklist).
4. County / Regional plans should designate specific tertiary airports and Helipads / bases for use during disaster aviation operations. (See Appendix C for activation checklist).
5. All participants share responsibility for air and ground safety during disaster aviation operations. Safety must always be given primary consideration during disaster aviation operations.

## C. MISSION DESCRIPTIONS/PRIORITIES

1. The following missions are flown in direct support of disaster operations:
  - a) RESCUE
    - Use of aviation resources to rescue disaster victims
    - Operations request processed through County/Region to the State
  - b) TRANSPORT OF EMERGENCY CREWS & EQUIPMENT
    - Movement of emergency response personnel
    - Movement of emergency supplies or equipment
    - Operations request processed through the County/Region to the State
  - c) MEDICAL EVACUATION & RE-SUPPLY
    - Movement of patients from a disaster location to a staging or destination medical services location
    - Movement of medical personnel, supplies or equipment
    - Medical request processed through County/Region to the State
  - d) DAMAGE ASSESSMENT
    - Airborne reconnaissance and/or assessment missions to determine the threat or extent of damage from a disaster event
    - Operations request processed through County/Region to the State
  - e) DEBRIS CLEARANCE
    - Clear debris from key roads to provide access for emergency vehicles and resources.
    - Clear access to critical facilities.
    - Clear debris related threats to public health and safety.
2. The following missions are flown on a non-interference basis (when they do not conflict with direct support missions):
  - a) VIP FLIGHTS
    - Transport of officials and other designated individuals to or from disaster locations, often involving airborne survey of the disaster area
  - b) MEDIA FLIGHTS

- Flights by media operators or others in support of media coverage of the disaster. (See Chapter V --MEDIA OPERATIONS for additional details)
- c) CIVIL AND COMMERCIAL FLIGHTS
- Civil and commercial flights will be permitted in the area as long as they do not conflict with SARDA operations.

## **D. REQUESTING ASSETS MISSIONS**

1. The Incident Commander identifies the need for aviation support and assigns local assets if available. If not available or appropriate for the mission, the Incident Commander requests aviation assets from the County / Region.
2. The County/Region assigns air assets if available. If not available or appropriate for the mission, the County / Region requests aviation assets from the State.
3. The State Emergency Coordination Center:
  - a) Assigns the request to the Air Coordination Center via the Air Operations Liaison
  - b) The ACC assigns the appropriate aviation asset(s) needed to conduct the mission and assigns a State Mission Number.
  - c) Coordinates with the Region / County and provides a description of:
    - i. The asset being sent
    - ii. The assets communications capability
    - iii. Confirmation of location
    - iv. Estimated time of arrival at designated location.
4. The County/Region notifies the ECC when:
  - a) The asset is on station
  - b) The mission is completed
  - c) The asset has been released for reassignment.

## CHAPTER IV - AIRSPACE COORDINATION & FLIGHT TRACKING

### A. CONCEPT OF OPERATIONS

1. In times of emergency or disaster, the Incident Commander may find it necessary to restrict access to or close airspace to ensure safety for air and ground disaster operations. This can be done through a Temporary Flight Restriction (TFR) implemented under CFR/FAR 91.137.
2. Flight tracking supports safe and efficient disaster aviation operations by tracking mission status, passing aircraft and flight plan information to other airspace users, and confirming the completion of assigned missions.

### B. RESPONSIBILITIES

1. The FAA has the responsibility to administer airspace to ensure the safety of aircraft and the efficient use of airspace. This responsibility is shared among FAA levels as follows:
  - a) **Flight Standards District Office (FSDO):** Located in Hillsboro, the FSDO provides aviation public assistance, certification, surveillance, investigation and enforcement relating to air carrier and general aviation aircraft operations. The FSDO investigates complaints, incidents, accidents and TFR intrusions by non-participating aircraft.
  - b) **Lockheed Martin Flight Service:** The Lockheed Martin Flight Service serves as the aviation communication center for flight crews and airports within the state. It provides information to flight crews and the public; coordinates flight plan filing; and initiates search and rescue procedures for lost or overdue aircraft. The Lockheed Martin Flight Service also disseminates information on temporary changes in airspace status to the public through the Notice to Airmen (NOTAM) process.
  - c) **Regional Operations Center (ROC):** Located in Seattle, the ROC is responsible for 24-hour response and coordination for aviation-related incidents, events and emergencies. The ROC is the FAA nerve center, providing continuous communication capability and a central source of information for the FAA and the public at large. The ROC coordinates non-routine support needed from the FAA, e.g., additional frequencies, etc.
  - d) **Air Route Traffic Control Centers (ARTCC):** Located in Seattle and Salt Lake City, the ARTCCs are responsible for the separation and control of aircraft operating under instrument flight rules (IFR) in Oregon airspace. The controlling ARTCC is the initial coordination authority for TFR requests.

e) **Air Traffic Control:**

Control Towers control all aircraft within a 5-mile radius of the airport.

Approach Control controls all IFR and participating VFR air traffic normally within a 40-mile radius of the primary airport.

2. Airport Owners/Operators are the only officials with the authority to restrict airport operations or close an airport.
3. The State is responsible for:
  - a) Coordinate disaster airspace policies and procedures with Counties / Regions, FAA, military organizations, adjacent states, and other users.
  - b) Track TFRs implemented under this plan, and reconfirm status daily with initiating agency and the FAA ROC.
  - c) Notify the Seattle FAA ROC immediately of any airspace conflicts (e.g. TFR intrusions, near mid-air collisions, etc.).
  - d) Provide airspace coordination policies and procedures training as requested and needed on disaster aviation operations.
  - e) Request additional communications, crash rescue, and air traffic control support as necessary.
  - J) Process requests to establish, modify, or cancel TFRs and initiate airspace deconfliction with FAA.
4. Counties / Regions are encouraged to:
  - a) Conduct disaster aviation operations in accordance with this plan
  - b) Evaluate the airspace system and potential problems within the County/Region
  - c) Maintain a current hazard map of military routes and other potential flight hazards along with a comprehensive listing of phone and fax numbers for Special Use Airspace, Military Training Routes, and FAA contacts
  - d) Ensure appropriate levels of qualified aviation management staffing at county/regional level
  - e) Coordinate all media and other disaster-related air operations with participants and the State.
  - f) Forward TFR requests through OERS and coordinate TFR status daily with State

- g) Modify/cancel TFRs as disaster aviation operational needs change
- h) Document near mid-air collisions and TFR intrusions and immediately notify Seattle FAA ROC and the State

**5. Pilot Responsibilities:**

- a) The Pilot in Command (PIC) is directly responsible for, and is the final authority, as to the operation of the aircraft.
- b) In an emergency requiring immediate action, the PIC may deviate to the extent necessary from any rule or procedure as authorized within the CFRs.
- c) Preflight preparation will include familiarization with unrestricted and Special Use Airspace in the area of operation, as well as known in-flight hazards.
- d) Comply with positive flight tracking during disaster operations
- g) Before entering TFR airspace, establish contact with the controlling aviation management authority on 122.9 or as assigned
- h) Report any aviation hazards immediately to the appropriate aviation manager. Report airspace intrusions and violations to the Seattle FAA ROC promptly.
- i) Whenever practical, turn on all exterior lights while operating in the disaster area

## **C. TEMPORARY FLIGHT RESTRICTIONS (TFR)**

1. When conducting aerial operations in support of Emergencies or Search and Rescue (SAR) missions, a hazard to flight exists because of the concentration of aircraft in a defined area. This may be mitigated through either posting a Notice to Airmen (NOTAM) or establishing a Temporary Flight Restriction (TFR). When a search pattern, or operation, is not localized and covers a wide geographical area, a NOTAM notifies other airmen of the potential aviation hazard for a defined geographical area. When a search pattern or operation is localized to a specific geographical area or the concentration of aircraft poses a significant hazard, a TFR may be established. The posting of either a NOTAM or TFR will be determined through the authorizing Agency with coordination of the affected Air Route Traffic Coordination Center (ARTCC).
2. Within the State of Oregon the statutory responsibility for SAR operations belongs to the County Sheriff. If the County Sheriff is not available, the Office of Emergency Management (OEM) may direct SAR operations on behalf of the state. SAR operations create a hazard to flight therefore the Sheriff or OEM may request a TFR or a NOTAM to be posted to warn other pilots of the hazard to flight. Militarily, Air Force Northern (AFNORTH) through the Air Force

Rescue Coordination Center (AFRCC) may request a TFR if an AFRCC mission number has been approved for Oregon National Guard (ORNG) aircraft, Civil Air Patrol aircraft or other military aircraft providing a TFR has not yet been previously established. When conducting SAR missions, the applicable agency should coordinate with the appropriate ARTCC for a requested TFR or NOTAM as appropriate to the mission. The ORNG mission Commander or designee will ensure a TFR, or NOTAM as appropriate has been requested for the aerial operation (filling out the attached worksheet for the sheriff or OEM, if necessary – SEE APPENDIX: I – 5. TFR / NOTAM WORKSHEET).

3. The approval authority for TFRs is the serving ARTCC.
4. The ORNG will conduct SAR operations as safely as possible and will request the use of NOTAMs and TFRs as appropriate to the mission to notify other airmen of the hazard to flight which SAR operations create.
3. TFR requests should specify nautical mile radius from a specified center point. As a minimum, request 2,000 feet AGL above the highest terrain within that circle. The State / Region / County can request TFR airspace in any dimension warranted by the incident.
4. County/Regions should contact the ACC (when active) with TFR requests, providing the following information:
  - a) REQUESTOR (Name/Agency/Callback#)
  - b) TYPE TFR (A-1, A-2, or A-3 based on criteria in paragraph 2 above)
  - c) CENTERPOINT LOCATION (VOR radial/DME or LAT/LONG coordinates)
  - d) RADIUS (\_\_\_\_\_ nautical miles)
  - e) ELEVATION (\_\_\_\_\_ feet AGL per paragraph 3 above)
  - f) ACTIVATE FROM \_\_\_\_\_ TO \_\_\_\_\_ (Hours) ON \_\_\_\_\_ (Dates)
  - g) TFR CONTACT (Name/phone number/radio frequency/call-sign)
5. If approved, Seattle Center or Salt Lake Center will formally establish the TFR by issuing a NOTAM identifying the specific area and associated hazards.
6. Carefully document all TFR actions. TFRs may be modified as the situation evolves (see Appendix D for additional TFR information).

## **D. DECONFLICTING AIRSPACE**

1. It may be necessary to "deconflict" TFR airspace shared by routine military training operations or other flight activities.
2. The State Air Operations Manager will initiate de-confliction with FAA whenever disaster aviation operations occur within:
  - a) Special Use Airspace
  - b) Lateral or vertical dimensions of a Military Training Route

## **E. FLIGHT TRACKING**

1. County/Region will conduct positive flight tracking during disaster aviation operations to include documenting type of mission; maintaining passenger manifests; and monitoring takeoff, enroute, and landing times.
2. County/Regional Coordinators will establish procedures to collect and log the following information on each disaster aviation flight prior to departure:
  - a) Aircraft identification, type, and color
  - b) Name of owner/operator
  - c) Purpose of flight
  - d) Radio frequencies to be used
  - e) Proposed times of entry to and exit from the designated operating area
  - f) Proposed altitude
  - g) Crew List/Passenger Manifest
3. All pilots participating in disaster aviation operations, including pilots of VIP flights, law enforcement and media aircraft operating in the incident area, must provide the above information to the designated disaster aviation agency before take-off and comply with positive flight tracking procedures.
4. The State will flight track movement of mission aircraft between different Counties/Regions.
5. The County/Region should determine that the best way to keep track of aircraft operating in the incident area is to place an aircraft in orbit above the area. This "High Bird" then provides positive tracking of disaster aviation aircraft positions and specific mission profiles to assist Air Operations in maintaining aircraft accountability. (See Appendix E for additional High Bird information.)

## **F. REPORTING AIRSPACE VIOLATIONS**

1. Participants at every level should document and report airspace violations to the Seattle FAA ROC promptly. Reports may be verbal or faxed, and while it is preferable that the person who witnessed the violation file the report, it may be processed by someone else to ensure timeliness.

2. A sample TFR Intrusion Report form covering the essential elements of information needed by FAA to investigate the violation is at Appendix F and includes:
  - a) Date/time/location
  - b) Description of intruder aircraft
  - c) Description of incident (altitude, direction of flight, etc.)
  - d) Names/phone #s of witnesses
  - e) Name/title of person making the report
  
3. Provide a copy of this information to the County/Region as soon as possible.

## CHAPTER V -- MEDIA OPERATIONS

### A. CONCEPT OF OPERATIONS

1. Airborne media coverage of an incident provides Emergency Managers valuable "real-time" information on disaster conditions, and facilitates the flow of timely and accurate information to the public.
2. Media requirements should be integrated into disaster aviation plans at all levels to accommodate their needs while ensuring media activities do not interfere with direct support missions.

### B. RESPONSIBILITIES

1. **Media organizations conducting airborne operations during disaster aviation operations should:**
  - a) Ensure that pilots are qualified for the mission and operate in compliance with FAA regulations, particularly operating in and around a Temporary Flight Restriction (TFR).
  - b) Provide participating pilots a copy of the State and County/Regional disaster aviation plans and ensure they are familiar with the policies and procedures contained in the 111.
2. **Pilots conducting airborne media operations will:**
  - a) Provide the Incident Commander the following information before departure:
    - a. Aircraft identification, type, and color
    - b. Name of owner/operator
    - c. Purpose of flight
    - d. Radio frequencies to be used
    - e. Proposed times of entry to and exit from the designated operating area
    - f. Proposed altitude
    - g. Crew List/Passenger Manifest
  - b) Establish contact with Air Operations on 122.9 before entering incident airspace and comply with positive flight tracking during operations.
  - c) Whenever practical, turn on all exterior lights while operating in the disaster area.
  - d) Comply with all control measures established in the TFR

3. **Incident Commanders should:**

- a) Include provision for airborne media operations in their incident action plans.
- b) Provide airborne media access to incident airspace whenever possible without jeopardizing safety or interfering with direct support missions.
- c) Ensure all media flight activity is coordinated in their incident area.

## CHAPTER VI -- DAMAGE ASSESSMENT

### A. CONCEPT OF OPERATIONS

1. Following a major disaster event, Emergency Managers will need to determine the current status of aviation resources needed to implement this plan and integrate this information into the damage assessment process. .
2. Many public-use airports are required by Oregon Department of Aviation and/or FAA to assess and report facility damage/operational status as soon as practical following a major disaster. Most primary and some secondary disaster aviation operations airports have response teams and other emergency management elements to facilitate damage assessment and repair.
3. The initial FAA focus is on "movement areas", and a more detailed assessment may be warranted, including aircraft/helicopter availability and the airport's ability to meet CFR 139 requirements.
4. FAA personnel monitor the operational status of navigational aids daily, enabling them to quickly assess post-event operational status. The FAA will relay this information to the State as soon as it is available.
5. Counties/regions should include surface routes providing access to SARDA airports and helibases on their list of emergency transportation routes to receive priority assessment and repair.
6. County Emergency Managers may want to assign specific priority to damage assessment of aviation assets and infrastructure to quickly determine if they will be able to use these facilities in their initial response efforts.

### B. RESPONSIBILITIES

1. Owners/operators of fixed and rotor-wing aircraft included in disaster aviation plans are responsible for the assessment of damage to these assets.
2. Local governments are responsible for the assessment of non-state highway and road infrastructure supporting airports and helibases.
3. The Oregon Department of Transportation is responsible for the assessment of state highways supporting airports and helibases.
4. Airport Owners/Operators are responsible for assessing airport facilities and associated support systems for the ability to support operations.

5. Counties are responsible for identifying disaster impact areas which may require aerial damage assessment.

## **C. REPORTING**

1. With so many agencies sharing damage assessment responsibilities, it is critical that information be shared on a timely and non-redundant basis.
2. County/Region will arrange with airport/helibase owners/operators in their jurisdiction to share damage assessment information and operational capabilities. County/Regional Coordinators will relay Primary and Secondary airport data, including road access information, to the State Coordinator as soon as possible.
3. The Oregon Department of Aviation and FAA Flight Service will relay damage assessment information on Primary and Secondary airports, and nav aids to the State as soon as it is available.
4. The State will relay damage assessment information received from ODOT and the FAA on Primary and Secondary airports and nav aids to the appropriate County/Region as soon as possible.
5. CFR 139 airports already have damage assessment and reporting procedures in-place to meet FAA requirements.
6. All agencies will update damage assessment information as operational capabilities are restored, or if any other significant changes occur.

## **CHAPTER VII -- LOGISTICS**

### **A. CONCEPT OF OPERATIONS**

1. Logistical support requirements will vary significantly depending on the type, scope and duration of disaster aviation operations. Support planning must be flexible enough to expand and contract with changing requirements.
2. Primary and Secondary Airport will normally have established logistical support nets covering basic needs (fuel, security, communications, etc.). Tertiary Airports and Helibases will normally have very limited, if any, logistical support systems in-place.
3. Disaster aviation logistical planning should initially focus on in-place or quickly established support systems to cover anticipated mission activity for the first 72-hours of disaster response efforts.
4. Planners should identify facilities and equipment likely to be needed for disaster aviation operations, and include price agreements on vendor services.

### **B. RESPONSIBILITIES**

1. The State will:
  - a) Coordinate logistics planning to support to disaster aviation operations at Primary and Secondary Airports in close cooperation with Counties / Regions.
  - b) Respond to logistical support requests for assistance from Counties / Regions
2. Counties / Regions should:
  - a) Coordinate logistics support for disaster aviation operations at designated Tertiary Airports and Helibases
  - b) Assist the State in planning logistic support for operations at Primary and Secondary Airports in their area

# Glossary

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**AAC.** Aviation Coordination Center.

**AFSS (Automated Flight Service Station).** FAA site serving as aviation communication center for flight crews and airports. Receives flight plans and instigates search and rescue procedures for lost or overdue aircraft.

**AGL.** Above Ground Level

**Aircrew.** Personnel responsible for operating an aircraft.

**Air Operations Branch Director.** ICS position responsible for managing all aviation activities in support of disaster response and recovery operations.

**Air Support Group Supervisor.** ICS position responsible for overseeing the logistical support necessary for aviation operations.

**Air Tactical Group Supervisor.** ICS position responsible for managing the tactical activities of aircraft assigned to an incident.

**ARES (Amateur Radio Emergency Service).** A service provided by HAM operators in support of emergency response.

**ARTCC (Air Route Traffic Control Center).** FAA facility providing service to aircraft operating on IFR flight plans within controlled airspace during the en route phase of flight.

**ATC (Air Traffic Control).** A service provided by local airspace authorities to promote the safe, orderly, and expeditious flow of air traffic.

**ATCT (Air Traffic Control Tower).** A service provided by local airspace authorities at major airports to promote the safe, orderly, and expeditious flow of air traffic into, on, and out of that facility.

**CAP (Civil Air Patrol).** Auxiliary branch of the US Air Force responsible for providing assistance to civil authorities. Civil Air Patrol. CAP is a federally chartered charitable non-profit corporation. (36 USC §§40301-40307) Missions flown under this MOU are “corporate missions.” Although CAP is not a government agency or military service, it acts as a volunteer civilian auxiliary of the United States Air Force (USAF) when the services of CAP are used by any department or agency in any branch of the Federal Government. Only the United States Air Force (USAF) can assign “Air Force Assigned Missions” (AFAMs.) See Attachment AF for a discussion of CAP’s status and missions as the Air Force Auxiliary (10 USC §§9441, 9442) and procedures to request “Air Force assigned missions” (or AFAMs.)

**CFR (Code of Federal Regulation).** Often referred to as FARs (Federal Aviation Regulations). Set of rules governing aviation operations.

**CFR-139.** Identifies safety-related airport capabilities by aircraft type that must be in place before that aircraft is authorized to use that airport.

**Civil Aviation.** All aviation activity that is not military or commercial.

**Deconfliction of Airspace.** The process of coordinating aviation activities within the same airspace. Generally used in relation to military and civilian use.

**DFO (Disaster Field Office).** Temporary regional office set-up by FEMA to conduct disaster response operations.

**ECC.** Emergency Coordination Center

**EMAC.** Emergency Management Assistance Compact

**FAA.** Federal Aviation Administration.

**FAR.** Federal Aviation Regulation. A commonly used term to reference CFRs.

**FEMA.** Federal Emergency Management Agency.

**Flight Tracking.** The process of monitoring the take-off, time enroute, and landing of aircraft.

**FSDO (Flight Standards District Office).** FAA office providing public assistance, advice, certification, surveillance, investigation, and enforcement of issues related to aviation safety.

**Helibase.** Facility from which long-term or large scale helicopter operations are conducted.

**Highbird.** Airborne air traffic coordination platform.

**ICS (Incident Command System).** Management structure used to organize and manage emergencies.

**IFR (Instrument Flight Rules).** FAA rules governing flight operations under instrument meteorological conditions--weather conditions below the minimum for flight under visual flight miles.

**LifeFlight.** Medical evacuation helicopters and fixed wing aircraft used to transport critically injured/ill patients from field locations to medical service facilities.

**LZ (Landing Zone).** Location used for short term helicopter operations.

**MA (Mission Assignment).** During Presidentially Declared Disasters resources and assets are dispatched to locals in crisis using the Mission Assignment Process

**MCI (Mass Casualty Incident).** Medical emergency involving a multiple casualties and requiring implementation of predefined protocols.

**NAVAID (Navigation aid).** Any visual or electronic device airborne or on the surface which provides point-to-point guidance information or position data to aircraft in flight.

**NOTAM (Notice to Airmen).** A notice containing information concerning the establishment, condition, or change in any component (facility, service, or procedure of, or hazard in the National Airspace System) the timely knowledge of which is essential to personnel concerned with flight operations.

**OERS (Oregon Emergency Response System).** 24-hour response organization responsible for receiving and processing requests for temporary flight restrictions.

**PIC (Pilot in Command).** Pilot responsible for operation and safety of an aircraft during flight. The PIC has final and total authority over the safe operation of the aircraft.

**Primary Airport.** Airport capable of supporting major, sustained disaster aviation operations without additional augmentation.

**PSMA (Pre-Scripted Mission Assignment) Process.** SEE MISSION ASSIGNMENT. This process is where the Mission Assignment process is streamlined through the traditional Mission Assignment process by having requirements of missions known prior to the disaster.

**ROC (Regional Operations Center).** FAA organization responsible for 24-hour response and coordination for all aviation related incidents, events, and emergencies.

**Secondary Airport.** Airport capable of supporting at least C-130 aircraft. May or may not be able to accommodate larger transport aircraft. Would require augmentation of staff, logistics, or other services to support 24-hour operations.

**Tertiary Airport.** A paved airport capable of supporting short term disaster aviation operations by small fixed wing aircraft. Does not have the physical capacity logistical capability to support large aircraft or to sustain long term operations.

**TFR (Temporary Flight Restriction).** Imposed by FAA to restrict access to airspace over and surrounding a designated incident location.

**VFR (Visual Flight Rules).** Rules that govern the procedures for conducting flight under visual conditions. The term "VFR" is also used in the United States to indicate weather conditions that are equal to or greater than minimum VFR requirements.

# Appendix A – ORS Liability Reference

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(NOTE: Information in this appendix is based on Oregon Revised Statutes, 2009 edition. Check your local library or the Office of the Secretary of State for latest changes.)

**401.175** Additional powers during emergency. During the existence of an emergency, the Governor may:

- (1) Assume complete control of all emergency operations in the area specified in a proclamation of a state of emergency issued under ORS 401.165 (Declaration of state of emergency), direct all rescue and salvage work and do all things deemed advisable and necessary to alleviate the immediate conditions.
- (2) Assume control of all police and law enforcement activities in such area, including the activities of all local police and peace officers.
- (3) Close all roads and highways in such area to traffic or by order of the Governor limit the travel on such roads to such extent as the Governor deems necessary and expedient.
- (4) Designate persons to coordinate the work of public and private relief agencies operating in such area and exclude from such area any person or agency refusing to cooperate with and work under such coordinator or to cooperate with other agencies engaged in emergency work.
- (5) Require the aid and assistance of any state or other public or quasi-public agencies in the performance of duties and work attendant upon the emergency conditions in such area. [Formerly 401.530, Formerly 401.115]

**401.355** [Formerly 401.200; repealed by 2009 c.718 §6]

**401.360** [Amended by 1953 c.394 §10; repealed by 1983 c.586 §49]

**401.365** [Formerly 401.205; repealed by 2009 c.718 §6]

**401.370** [Amended by 1953 c.394 §10; repealed by 1983 c.586 §49]

**401.375** [Formerly 401.210; repealed by 2009 c.718 §6]

**401.378** Leaves of absence for certified disaster relief volunteers; requirements; maximum period; effect on status of employees.

- (1) State agencies and political subdivisions described in ORS 243.325 ("Public employee" defined) (2) to (6) may grant leaves of absence to any public employee

who is a certified disaster services volunteer of the American Red Cross to participate in disaster relief services in the State of Oregon. Cumulative leave granted shall not exceed 15 work days in any 12-month period. Such leave granted shall not result in a loss of compensation, seniority, vacation time, sick leave or accrued overtime for which the employee is otherwise eligible. Compensation to an employee granted leave under this section shall be at the employee's regular rate of pay for those regular work hours during which the employee is absent from work.

- (2) As used in this section, "disaster" means those disasters designated at level II and above by the American Red Cross. [Formerly 401.485]

**401.380** [1953 c.394 §8; 1959 c.403 §1; 1983 c.586 §39; renumbered 401.535]

**401.385** [Formerly 401.215; 1989 c.361 §9; 1993 c.187 §11; repealed by 2009 c.718 §6]

**401.395** [Formerly 401.220; 1993 c.187 §12; 2007 c.70 §157; repealed by 2009 c.718 §6]

**401.405** [Formerly 401.225; repealed by 2009 c.718 §6]

**401.410** [1967 c.480 §1; repealed by 1983 c.586 §49]

**401.415** [Formerly 401.230; repealed by 2009 c.718 §6]

**401.420** [1967 c.480 §2; repealed by 1983 c.586 §49]

**401.425** [Formerly 401.235; 1993 c.187 §13; 2007 c.740 §28; repealed by 2009 c.718 §6]

**401.430** [1967 c.480 §3; repealed by 1983 c.586 §49]

**401.435** [Formerly 401.240; 1993 c.187 §14; repealed by 2009 c.718 §6]

**401.440** [1967 c.480 §4; repealed by 1983 c.586 §49]

**401.445** [Formerly 401.245; 1993 c.187 §15; 2007 c.740 §29; repealed by 2009 c.718 §6]

**401.450** [1967 c.480 §5; repealed by 1983 c.586 §49]

**401.455** [Formerly 401.250; repealed by 2009 c.718 §6]

**401.460** [1967 c.480 §6; repealed by 1983 c.586 §49]

**401.465** [Formerly 401.255; 1993 c.187 §16; repealed by 2009 c.718 §6]

**401.470** [1967 c.480 §7; repealed by 1983 c.586 §49]

### **Miscellaneous**

**401.505** Acceptance of aid for emergency services. Whenever any organization, agency,

person, firm, corporation or officer thereof offers to the state or to any county or city, services, equipment, supplies, material or funds by way of gift, grant or loan for purposes of emergency program management or emergency services, the state, acting through the Governor, or the county or city, acting through its executive officer or governing body, may accept the offer. Upon acceptance, the Governor or executive officer or governing body of a county or city, as the case may be, may authorize any officer thereof to receive the services, equipment, supplies, materials or funds on behalf of the state, county or city, subject to the terms of the offer and any rules of the agency making the offer. [1983 c.586 §19]

**401.510** [Repealed by 1983 c.586 §49]

**401.515** [1983 c.586 §20; 2005 c.825 §12; repealed 2009 c.718 §6]

**401.520** [Repealed by 1983 c.586 §49]

**401.525** Use of moneys and property for emergency services authorized.

- (1) The expenditure of necessary money and use of state property by any agency in performing duties in an emergency is authorized. Moneys so expended shall be deemed an administrative expense of the agency.
- (2) If the Governor finds that funds regularly appropriated to state and local governments are not sufficient to cope with a particular emergency, the Governor may, with the concurrence of the Joint Committee on Ways and Means or the Emergency Board, when the Legislative Assembly is not in session, transfer and expend moneys appropriated for other purposes. [1983 c.586 §21]

**402.010** Cooperative assistance agreements. The state, counties and cities may, in collaboration with public and private agencies, enter into cooperative assistance agreements for reciprocal emergency aid and resources. [Formerly 401.480]

**402.015** Mutual use of supplies and services. In carrying out the provisions of ORS chapter 401, the Governor and the executive officers or governing bodies of the counties and cities may request and utilize the services, equipment, supplies and facilities of existing departments, offices and agencies of the state and of local governments. The officers and personnel of all local government departments, offices and agencies may cooperate with, and extend such services and facilities to the Governor, to the Office of Emergency Management and to emergency management agencies and emergency service agencies upon request. [Formerly 401.490]

**402.020** Reimbursement by state for services provided by local government employees. The state shall reimburse a local government for the compensation paid and the actual and necessary travel, subsistence and maintenance expenses of employees of the local government while actually serving at the direction of the Governor or the Director of the Office of Emergency Management in a state function or capacity. [Formerly 401.500]

# Appendix B – Communications

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## FAA CONTACT NUMBERS

<u>FACILITY/LOCATION</u>	<u>TELEPHONE</u>	<u>FAX</u>
Seattle ROC	(425) 227-1999	(425) 227-1006
Hillsboro FSDO	(503) 681-5500	(503) 681-5555
Lockheed Martin Flight Service	1 (800) 992-7433	N/A
Seattle ARTCC	(253) 351-3520	(253) 351-3538
Salt Lake ARTCC	(801) 320-2560	(801) 320-2589
Portland ATCT	(503) 249-4463	(503) 249-1091
Hillsboro ATCT	(503) 648-5880	(503) 681-8058
Pendleton ATCT	(541) 278-1993	(503) 276-3802
Salem ATCT	(503) 581-3323	(503) 581-3323
Troutdale ATCT	(503) 665-0108	(503) 665-6135
Klamath Falls ATCT	(541) 882-4641	(541) 885-6482
Medford ATCT	(541) 776-4296	(541) 776-4306

## OERS (Oregon Emergency Reporting System)

24-hour Number	(800) 452-0311
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## The Office of Emergency Management/State ECC

<u>SYSTEM</u>	<u>FREQUENCY</u>	<u>CALL</u>
OEM	2.72740 KHz	
State Disaster Net	46.580 MHz	KVG-882/96-10
Fire Net/HAZMAT	154.280 MHz	KBF-817
Search and Rescue	155.805 MHz	KSZ-370
State Military	46.40 MHz (HF)	Oregon Military Dept
Amateur Radio (HAM)	3993.5 (HF)	K7YMU
Amateur Radio (HAM)	144 – 148 2-meter/packet	K7YMU
ARES	420 450 (UHF)	
FNARS	2 – 30 KHz	KGY940

# Appendix C – Activation Checklists

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## PRIMARY/SECONDARY AIRPORT ACTIVATION

The State and County / Regional will jointly agree on designation of specific primary and secondary airports for use during a disaster based on disaster aviation needs and airport capabilities.

### The State will:

1. Confirm with each airport owner/operator the ability to provide support for anticipated disaster aviation operations, including:
  - a) Air to ground and surface communications
  - b) Navigational Aids
  - c) Aircraft handling capability (usable runway length, runway/ ramp weight bearing capacity, CFR-139, staffing, aircraft, servicing, etc.)
  - d) Cargo handling capability (offload, storage, security, refrigeration, surface movement)
2. Advise selected airports of their disaster aviation designation, mission, and anticipated hours of operation and level of activity. Request they include disaster aviation activity on their ATIS.
3. Notify all agencies with incoming disaster flights of the designated airports and their disaster aviation mission.
4. Request FAA Flight Service Station issue a temporary/local NOTAM containing information on disaster aviation activity at the designated airports.
5. Coordinate any additional resources that may be needed to augment capability of the designated airport to handle the type and level of disaster aviation activity anticipated.
6. Keep the County/Regional Coordinator informed of inbound air traffic, including State originated flights and disaster air traffic from outside the state.
7. Provide County/Regional Coordinators additional resources as requested to support disaster aviation operations at Tertiary Airports and Helibases.

## TERTIARY AIRPORT/HELIBASE ACTIVATION

The Counties / Regions will designate specific Tertiary Airports and Helibases for use during disaster aviation operations based on operational needs and airport/helibase capabilities.

The County should:

1. Confirm with each airport and helibase owner/operator their ability to provide facilities, communications, equipment, and servicing to meet anticipated disaster aviation needs.
2. Advise selected airports / helibases of their disaster aviation designation, mission, anticipated hours of operations, and level of activity.
3. Notify the State of the activated airport / helibases and their disaster aviation mission.
4. Notify all agencies operating within the County / Region of the activated airports/helibases and their disaster aviation mission.
5. As needed, request the State to coordinate a temporary / local NOTAM containing information on disaster aviation activity at the designated sites.
6. As needed, request the State provide additional resources needed to support disaster aviation operations at the designated facilities.

# Appendix D – Temporary Flight Restrictions (TFR)

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## TYPES OF TEMPORARY FLIGHT RESTRICTIONS

### **FAR 91.137 a-1 TFR**

When a 91.137 a-1 TFR is issued, no person may operate an aircraft within the designated area unless that aircraft is participating in the hazard relief activities and is being operated under the direction of the official in charge of on scene emergency response activities. This is the most restrictive type of TFR.

#### **When Appropriate:**

Situations warranting such extreme restrictions include, but are not limited to:

1. Toxic gas leaks, spills, fumes from flammable agents which, if fanned by rotor or propeller wash, could endanger persons or property on the surface or in other aircraft.
2. Imminent volcanic eruptions which could endanger airborne aircraft and occupants.
3. Nuclear accident or incident.
3. Hijacking incidents wherein activities have the potential to endanger persons or property on the surface, or airborne aircraft and occupants.

#### **Access**

Aircraft immediately involved in disaster response ONLY.

#### **Who May Request**

Military major command headquarters, regional directors of FEMA, Civil Defense State Directors, or other similar authority.

**Local government agencies in command of incidents which fit the criteria for this level of TFR will request them through the Aviation Coordination Center when activated (Level 2 and Level 3).**

## **FAR 91.137 a-2 TFR**

Requests for 91.137 a-2 TFR will only be honored for situations involving air rescue or air relief activities. This is the second most restrictive TFR.

### **When Appropriate**

1. Forest or range fires which are being fought by or from aircraft.
2. Aircraft relief activities following a disaster (earthquake, tidal wave, flood). Access  
No person may operate an aircraft within the designated area unless at least one of the following conditions are met:

### **Access**

1. The aircraft is participating in hazard relief activities and is being operated under the direction of the official in charge of on scene emergency response operations.
2. The aircraft is carrying law enforcement officials.
3. The aircraft is operating under the ATC approved IFR flight plan.
4. The operation is conducted directly to or from an airport within the area, or is necessitated by the impracticability of VFR flight above or around the area due to weather or terrain, notification is given to the Automated Flight Service Station (AFSS) or ATC facility specified in the NOTAM to receive advisories concerning disaster relief aircraft operations; and the operation does not hamper or endanger relief activities, and is not conducted for the purposes of observing the disaster.
5. The aircraft is carrying properly accredited news representatives and prior to entering the area, a flight plan is filed with the appropriate FAA or ATC facility specified in the NOTAM and the operation is conducted above the altitude used by the disaster relief aircraft, unless otherwise authorized by the official in charge of on scene emergency response activities.

### **Who May Request**

1. Military Commanders serving as regional or area search and rescue coordinators.
3. Military Commanders directing or coordinating air operations associated with disaster relief; or
4. Civil authorities directing or coordinating organized relief air operations. This includes representatives of FEMA, US Forest Service, BLM, other Interior agencies, and State aeronautical agencies.

**Local government agencies in command of incidents which fit the criteria for this level of TFR will request them through the Aviation Coordination Center when activated (Level 2 and Level 3).**

## **FAR 91.137 a-3 TFR**

Requests for 91.137 a-3 TFR will be honored for situations involving incidents or events such as sporting events generating a high degree of public interest. This is the least restrictive type of TFR.

### **When Appropriate**

1. An a-3 TFR is most useful for preplanned events. Copies of preplans should be prepared at least three weeks in advance of the event, and provided to the Regional Air Traffic Division Manager through the Seattle ARTCC.
2. Major athletic events (Olympics)
3. Political conventions
4. Emergency exercises with disaster aviation components

### **Access**

Under this type TFR, no person may operate an aircraft within the designated area unless at least one of the following conditions exists / met:

1. The aircraft is carrying incident or event personnel, or law enforcement officials.
2. The aircraft is operating under an ATC approved IFR flight plan.
3. The aircraft is carrying properly accredited news representatives, and, prior to entering the area, a flight plan is filed with the appropriate FSS or ATC facility specified in the NOTAM.
4. The operation is conducted directly to or from an airport within the area, or is necessitated by the impracticability of VFR flight above or around the area due to weather or terrain, and is not conducted for the purposes of observing the disaster. Notification must be given to the ATC/FSS facility that was specified in the NOTAM for coordination with the official in charge of the activity.

### **Who May Request**

1. Any authority listed for above TFRs.
2. State, County, or City government entities.

**Local government agencies in command of incidents or events which meet the criteria for this TFR may request them directly from the Regional Air Traffic Division Manager through the Seattle ARTCC.**

## **AIRSPACE DECONFLICTION AND/OR A TFR?**

To ensure safe disaster aviation operations, it may be necessary in some areas to "deconflict" airspace shared by other users, and/or request one of the three levels of TFR previously discussed.

### **The State will initiate airspace deconfliction with FAA when:**

1. The incident is within Special Use Airspace.
2. Incident is within the lateral or vertical dimensions of a Military Training Route.

### **A TFR request should be initiated through OERS if any of the following apply:**

1. The incident involves airborne hazardous materials; or
2. Aviation operations in excess of three hours are anticipated; or
3. Aviation operations are in the vicinity of high-density civil aircraft operations (e.g. airports); or
4. The incident is expected to attract sightseeing or unauthorized media aircraft; or
5. If aviation activities are expected to last over three hours within the dimensions of Special Use Airspace or a Military Training Route.

## **USE OF NOTAMS WITHOUT/PENDING A TFR**

A NOTAM for unusually heavy aviation activity-may be requested for situations which do not require a TFR or while a TFR request is pending, when the information would be useful in reducing the hazard to or impact on general aviation.

In addition, Lockheed Martin Flight Service may issue an advisory NOTAM pending TFR approval by Seattle Center if:

1. A Military training Route is in the area of disaster relief operations.
2. The disaster relief operation is to be conducted within Special Use Airspace, or other area of high density aviation activity.
3. The flight mission is such that pilot's attention is diverted to the ground for extended periods of time, and "see and avoid" capability is significantly reduced. Examples of such projects are external load operations, damage assessment, rescues, and night operations.
4. There is potential for the incident to attract sightseeing or unauthorized media aircraft.

## DETERMINING TFR SIZE AND SHAPE

There are a number of factors to take into account when determining the need for a standard, larger or smaller TFR dimension, including the responsibility not to restrict more airspace than necessary. Factors include:

1. Type (helicopter or fixed wing) and number of tactical aircraft operations occurring within the incident, and their aeronautical requirements. Helicopter operations generally take place at lower altitudes than do fixed-wing. A helicopter-only air operation may not require the full 2000 feet AGL. Multiple operations may be "stacked" over the incident, requiring additional feet AGL.
2. Need to provide a safe and appropriate vantage point for Airborne Air Tactical Group Supervisors well above, but in close proximity to aviation activities. This may require additional feet above AGL.
3. Entry and exit points and routes for disaster relief aircraft. If entry and exit points can be established in advance, it may reduce the amount of airspace that needs to be controlled. On the other hand, if the incident is such that entry and exit points may change without notice, the restricted airspace may need to be larger.
4. Other (general aviation, military, VFR airways etc.) aircraft operations in the incident area. Generally, the more activity, the more difficulty in coordinating airspace. You may need more airspace for vertical or horizontal separation.
5. Size, shape, and potential for expansion of the incident. If the incident is unstable, it may be prudent to establish the maximum foreseeable airspace restriction at the outset, rather than create confusion with several upgrades.
6. Locations of helibases and airports. The need to provide IFR access to airports will continue under all but the most restrictive TFRs. Plan ahead.
7. Types of potential intrusion (high speed military, unauthorized media, sightseers). Even the most restrictive TFR cannot guarantee that your restricted airspace will not be intruded upon, either through carelessness, or intentional violation.
8. Multiple incidents in close proximity. This kind of situation can often be best served by combining the need for restricted airspace into a single TFR.
9. Consider requesting a non-circular TFR if:
  - (a) It will exclude an airport and/or airport approach/departure route that would fall within the circular dimension
  - (b) Incident shape or terrain features support a non-circular TFR pattern

# Appendix E – High Bird Operations

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## HIGH BIRD OPERATIONS CHECKLIST

### 1. County / Region should:

- a) Designate orbit point(s) and operating hours
- b) Ensure aircrew and aircraft are qualified for the mission. (Minimum crew of two)
- c) Brief aircrew on HIGH BIRD operations, disaster airspace set-up, and required operating parameters. (It may be necessary for the High Bird pilot to be IFR qualified to ensure proper altitude separation.)
- d) Brief aircrew on call-signs and area ETAs of all disaster aviation missions
- e) Establish procedure and schedule for reporting status updates to Air Operations

### 2. HIGH BIRD Aircrews will:

- a) Maintain flight safety as their top priority. Immediately suspend disaster aviation mission activities if an unsafe condition exists.
- b) Monitor 122.9 at all times. Direct aircraft to other assigned operational frequencies as appropriate
- c) Track all activity in the assigned disaster aviation airspace and provide mission updates to air operations as scheduled.
- d) Initiate a roll call of all mission aircraft as necessary to maintain accountability
- e) Notify Air Operations immediately when contact with a mission aircraft is lost, or whenever a deviation to the disaster aviation mission schedule is noted.

### 3. County / Region should:

- a) Relay airborne and landing times of all disaster aviation missions to the HIGH BIRD
- b) Advise HIGH BIRD ASAP whenever missions are added/deleted/modified from the established schedule

### 4. All aircraft operating in the HIGH BIRD assigned airspace will:

- a) Report entering the operational area (with mission specifics)
- b) Advise any anticipated loss of radio contact
- c) Report departing the area (with destination and ETA)

# Appendix F – TFR Intrusion Report

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## TFR INTRUSION REPORT

1. Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

### 2. Aircraft Description:

N-Number \_\_\_\_\_ Pilot/Operator \_\_\_\_\_

Altitude \_\_\_\_\_ Direction of Flight \_\_\_\_\_

\_\_\_\_\_ Military \_\_\_\_\_ Civilian \_\_\_\_\_ High Wing \_\_\_\_\_ Low Wing

\_\_\_\_\_ Helicopter \_\_\_\_\_ Airplane \_\_\_\_\_ # Engines \_\_\_\_\_

Color/Stripes/Logo/Other Markings \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### 3. Description of Intrusion

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 4. Witnesses

Name \_\_\_\_\_ Telephone Number(s) \_\_\_\_\_

Name \_\_\_\_\_ Telephone Number(s) \_\_\_\_\_

### 5. Name/Position of Person Making Report

Name \_\_\_\_\_ Telephone Number(s) \_\_\_\_\_

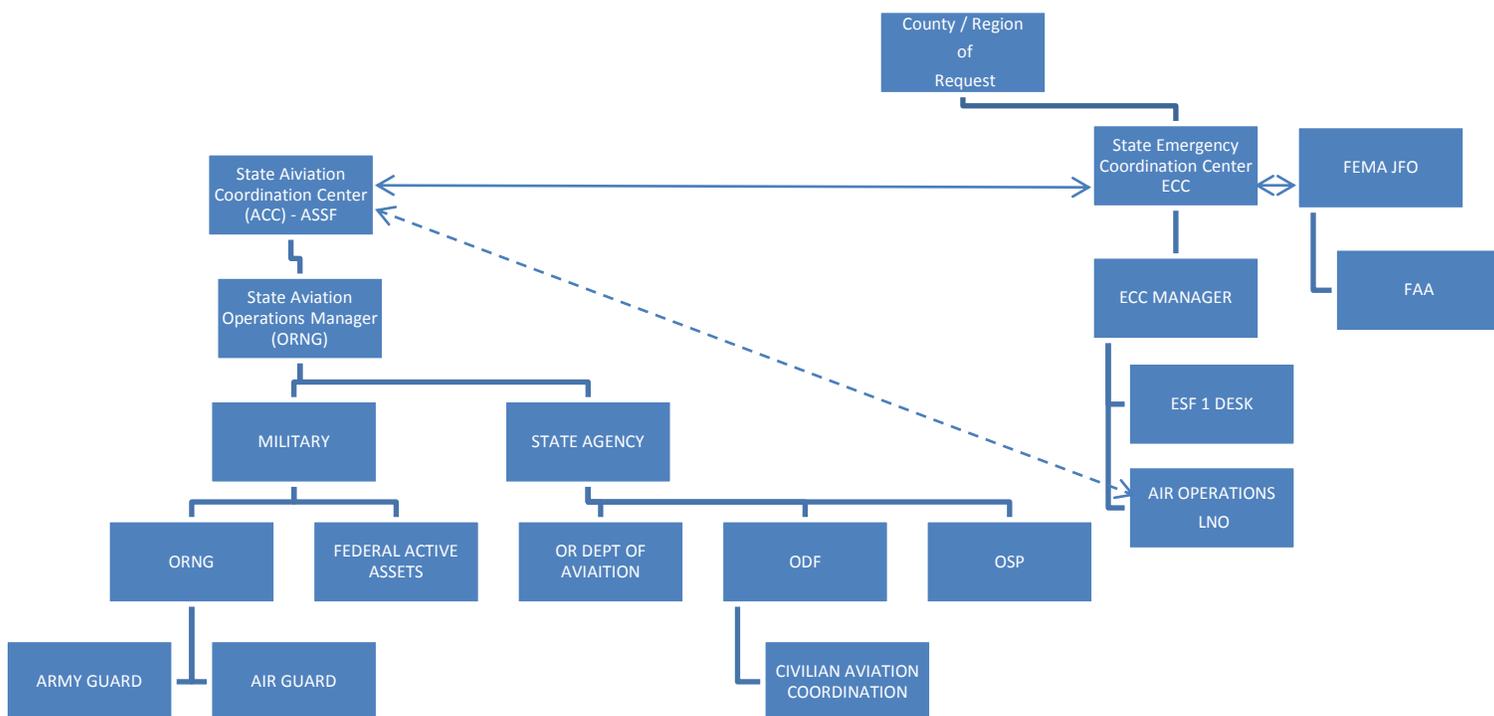
Position \_\_\_\_\_

### 6. Reported to:

Seattle FAA ROC: (Name) \_\_\_\_\_

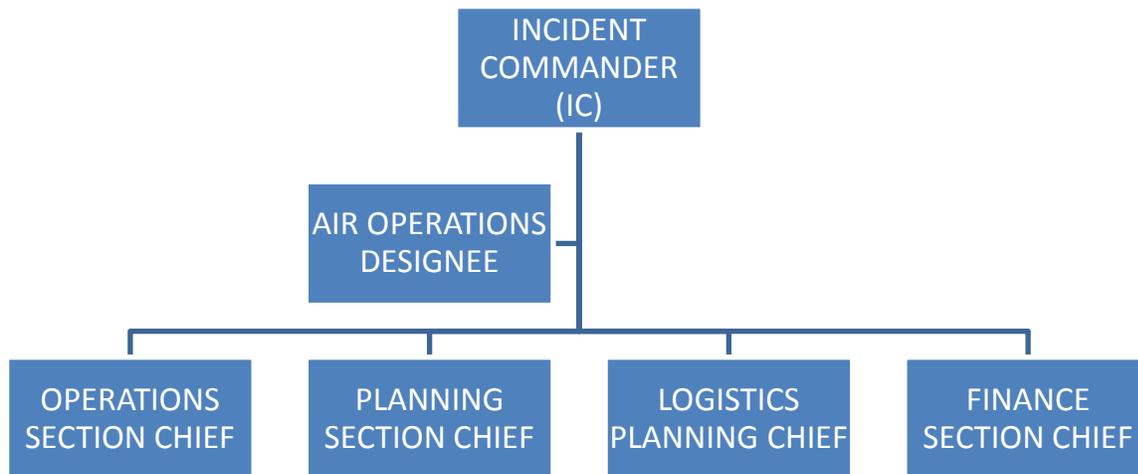
(Date) \_\_\_\_\_ (Time) \_\_\_\_\_

# Appendix G – State of Oregon Disaster Aviation Organization



# Appendix H – Example of a County / Regional Organization

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# Appendix I – Forms

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1. Type 1 Helicopter Request Form
2. Type 2 Helicopter Request Form
3. Type 3 Helicopter Request Form
4. Fixed Wing Request Form
5. NOTAM / TFR Request Worksheet

**State and Regional Disaster Aviation Plan  
Type 1 Helicopter Operator Information**

\* Rates are set based on Oregon Department of Forestry Call When Needed Agreement (Appendix I)

Operator Name and Address

Telephone

Point of Contact

1st  
2nd  
3rd

Telephone

Mobile

List of Helicopters that company can dedicate to response/relief operations and complete or check relevant information

Make & Model	N Registration Number	Communications Navigation	Number of Crew Passengers	Lift Capacity	Response Time per 50 Nautical Miles in Hrs/Min

Special Equipment

Completed By: \_\_\_\_\_  
Date: \_\_\_\_\_

Operator Name

Operational limitations: Describe any limitations that might interfere with participation in the disaster response / relief effort:

IFR Flight: Are helicopters / flight crew certified for IFR operations Yes / No  
Night VFR / NVG Flight: Are there any missions that are prohibited for night flight? Yes / No  
Geographical (range of operations limitations) or other limitations:

Minimum Landing area requirements:

Address of primary mobilization base (Where your helicopter will be stationed when activated)

Will you need fuel or will you provide your own fuel?

Will you require resources other than your own to participate in the disaster response / relief effort (If yes, list requirement)

Notes:

Completed By: _____
Date: _____

**State and Regional Disaster Aviation Plan  
Type 2 Helicopter Operator Information**

\* Rates are set based on Oregon Department of Forestry Call When Needed Agreement (Appendix I)

Operator Name and Address

Telephone

Point of Contact

1st  
2nd  
3rd

Telephone

Mobile

List of Helicopters that company can dedicate to response/relief operations and complete or check relevant information

Make & Model	N Registration Number	Communications Navigation	Number of Crew Passengers	Lift Capacity	Response Time per 50 Nautical Miles in Hrs/Min
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Special Equipment

Completed By: \_\_\_\_\_

Date: \_\_\_\_\_

Operator Name

Operational limitations: Describe any limitations that might interfere with participation in the disaster response / relief effort:

IFR Flight: Are helicopters / flight crew certified for IFR operations Yes / No

Night VFR / NVG Flight: Are there any missions that are prohibited for night flight? Yes / No

Geographical (range of operations limitations) or other limitations:

Minimum Landing area requirements:

Address of primary mobilization base (Where your helicopter will be stationed when activated)

Will you need fuel or will you provide your own fuel?

Will you require resources other than your own to participate in the disaster response / relief effort (If yes, list requirement)

Notes:

Completed By: _____
Date: _____

**State and Regional Disaster Aviation Plan  
Type 3 Helicopter Operator Information**

\* Rates are set based on Oregon Department of Forestry Call When Needed Agreement (Appendix I)

Operator Name and Address

Telephone

Point of Contact

1st

2nd

3rd

Telephone

Mobile

List of Helicopters that company can dedicate to response/relief operations and complete or check relevant information

Make & Model	N Registration Number	Communications	Navigation	Number of Crew	Passengers	Lift Capacity	Response Time per 50 Nautical Miles in Hrs/Min
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Special Equipment

Completed By: \_\_\_\_\_  
Date: \_\_\_\_\_

**State and Regional Disaster Aviation Plan  
Fixed Wing Aircraft Operator Information**

\* Rates are set based on Oregon Department of Forestry Call When Needed Agreement (Appendix J)

**Operator Name and Address**

**Telephone**

**Point of Contact**

1st  
2nd  
3rd

**Telephone**

**Mobile**

List of Fixed Wing Aircraft that company can dedicate to response/relief operations and complete or check relevant information

Make & Model	N Registration Number	Communications Navigation	Number of Crew Passengers	Cargo Capacity in pounds	Response Time per 100 Nautical Miles in Hrs/Min
--------------	-----------------------	---------------------------	---------------------------	--------------------------	---

**Special Equipment**

Completed By: \_\_\_\_\_  
Date: \_\_\_\_\_

Operator Name

Operational limitations: Describe any limitations that might interfere with participation in the disaster response / relief effort:

IFR Flight: Are Aircraft / flight crew certified for IFR operations Yes / No  
Night VFR / NVG Flight: Are there any missions that are prohibited for night flight? Yes / No  
Geographical (range of operations limitations) or other limitations:

Address of primary mobilization base (Where your aircraft will be stationed when activated)

Will you need fuel or will you provide your own fuel?

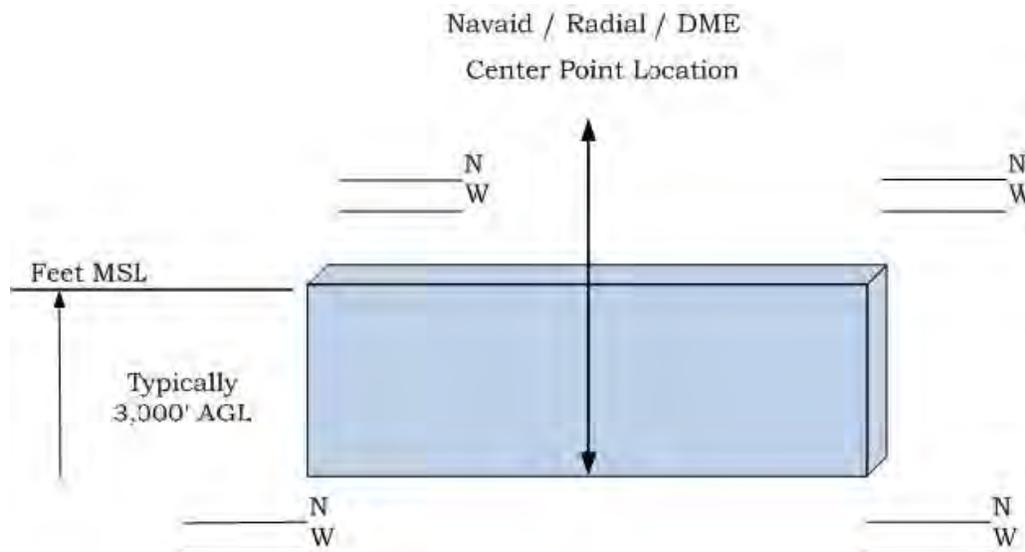
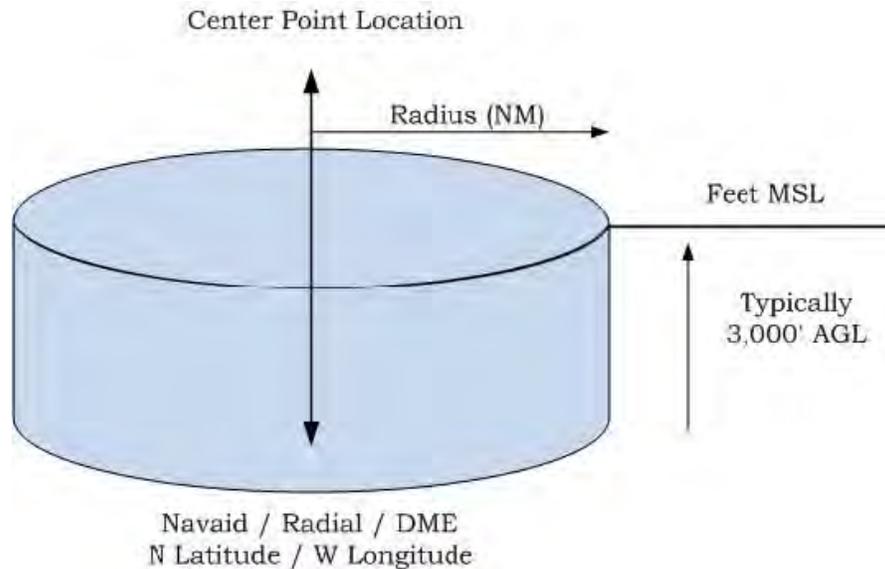
Will you require resources other than your own to participate in the disaster response / relief effort (If yes, list requirement)

Notes:

Completed By: _____ Date: _____
------------------------------------

# NOTAM / TFR Request Worksheet – PAGE 1

The attached TFR depictions are for reference purposes only. A TFR is defined by operational requirements. Although a TFR is identified as “typically 3,000’ AGL”, if only helicopters are in use the operational requirement may only be to 1,500’ AGL. Conversely, the ceiling of a TFR could extend up into Class A airspace (>18,000’ MSL) for operational requirements/aviation hazards.



# NOTAM / TFR Request Worksheet – PAGE 2

**NOTAM or TFR Request:**

- NOTAM** (Wide geographical area of operations)
- TFR Type 2 - FAR 91.137a(2)** (Specifically defined area of operations / or area too congested to provide safe and efficient aerial operations without restricting access)

Operation located in: _____ (Oregon, Washington)	
General location: _____ (address, nearest airport or town)	
Center of Operation: _____ / _____ / _____ (Navaid / Radial / DME)	
Conical Description:	
Latitude: _____ N Longitude: _____ W	
Radius of NOTAM/TFR: _____ (Nautical Miles)	
Rhomboid Description:	
_____ N _____ W	(to beginning)
Altitude of Requested NOTAM/TFR: Up to and including _____ feet MSL	
Reason: <u>SEARCH AND RESCUE OPERATIONS</u>	
Effective: <u>IMMEDIATELY</u>	Until: <u>UFN</u> or _____ Time(L/Z)
Requesting Agency: _____ (Sheriff's Dept / OEM)	
Contact Name: _____ ( <u>Sheriff's Name</u> )	
Contact Phone Number(s): _____	
Contact Fax Number: _____	<input type="checkbox"/> No Fax Available
Common Search and Rescue Frequency: _____ VHF	

Coordinate Requests with the appropriate ARTCC Operations Manager and follow up the request by FAX.

Seattle Center Operations Manager:	253-351-3520 253-351-3538 (fax)
Salt Lake Center Operations Manager:	801-320-2560 801-320-2589 (fax)
AFRCC:	800-851-3051 DSN 523-5955/5347

# Appendix J – Call When Needed Aircraft

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INSERT CALL WHEN NEEDED DOCUMENT – MAINTAINED BY ODF

# **Appendix K – Oregon Airport Heliport Directory**

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