

# AIRCRAFT REQUEST JUSTIFICATION FORM

(Must be mailed or e-mailed with electronic signature or scanned copy to the State Coordinator. DO NOT FAX)

# PART A: <u>NYLEA INFORMATION</u>

#### New York Law Enforcement Agency (NYLEA):

Address:		
Telephone # (work):	Telephone # (cell):	
Chief Executive Officer (CEO):		
Telephone # (work):	Telephone # (cell):	
E-mail:		
Property Accountability Officer:		
Telephone # (work):	Telephone # (cell):	
E-mail:		
Ainanaft/Dants Daint of Contact (ADC	C) (FT swarn a ampanented n	alias officer or employee with expertise
Aircraft/Parts Point of Contact (APC field of aviation):	DC) (FT sworn, compensated p	olice officer or employee with expertise i
Aircraft/Parts Point of Contact (APC field of aviation): Telephone # (work): E-mail: NYLEA Jurisdiction:	DC) (FT sworn, compensated p Telephone # (cell):	olice officer or employee with expertise i
Aircraft/Parts Point of Contact (APC field of aviation): Telephone # (work): E-mail: NYLEA Jurisdiction: Population:	DC) (FT sworn, compensated p	olice officer or employee with expertise i
Aircraft/Parts Point of Contact (APC field of aviation):	DC) (FT sworn, compensated p Telephone # (cell): 	olice officer or employee with expertise i Square miles:

### PART B: AIRCRAFT REQUEST

 The Aircraft requested is:

 Helicopter:
 or Airplane:
 Model:

 Helicopter:
 or Airplane:
 Model:

 Helicopter:
 or Airplane:
 Model:

 If the NYLEA currently operates aircraft, what are the total flight hours flown within the last twelve (12) months? Helicopter:
 Airplane:

Does the NYLEA have jurisdiction for an area designated as a High Intensity Drug Trafficking Area? YES: \_\_\_\_NO: \_\_\_\_

The intended use of the Aircraft will meet the following law enforcement needs of the NYLEA including counter-narcotics and counter-terrorism operations (Explain in detail):

Are these needs already met by an Aircraft in a nearby jurisdiction? YES: \_\_\_\_NO: \_\_\_\_ (Explain in detail, including location and identification of nearest operational law enforcement aircraft):

The Aircraft will have the following impact on the requesting agency jurisdiction and on the surrounding jurisdictions (Explain in detail):

The 1033 Program aircraft <u>may require significant funds</u> to bring them into compliance with the standards of Section 6.2 of the Plan of Operation and applicable FAA standards. The use of available 1033 aircraft parts <u>will not</u> provide sufficient parts to maintain the aircraft – <u>parts will have to be purchased</u> <u>commercially</u>. Does the NYLEA have the ability to finance the continued airworthiness, operations, training and maintenance of the requested aircraft? (Explain in detail):

### The NYLEA currently has in its possession the following <u>1208/1033 Program</u> Aircraft:

Туре	Model	Tail #	Serial #	Location	In Use?	Flyable condition?
					Y/N	Y/N
If no, Reason:		1	1			L
If no Desson						
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If no, Reason:						
If no, Reason:				I		I
If no, Reason:			I	I		I
If no, Reason:				I		
If no. Descent						
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If no, Reason:		1	1	1		<u> </u>

# The NYLEA currently has in its possession the following <u>NON- 1208/1033 Program</u> Aircraft:

Туре	Model	Tail #	Serial #	Location	In Use? Y/N	Flyable condition? Y/N
If no, Reason:						
If no, Reason:		1	I	I		
If no, Reason:						
If no, Reason:					•	•

Туре	Model	Tail #	Serial #	Location	In Use? V/N	Flyable condition? V/N		
If no, Reason:								
If no, Reason:								
If no, Reason:								
If no, Reason:				<u> </u>	1	<u> </u>		
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If no, Reason:					<u>.</u>			
If no, Reason:								
If no, Reason:				•	<u>.</u>	<u>.</u>		

#### Has the NYLEA previously sold, traded or gifted a 1208 Aircraft that was <u>received on or before</u> September 30, 1996? YES: 'NO:

(If yes, please indicate type, model, tail and serial number, aircraft disposition and last known location):

Has the NYLEA previously sold, traded or gifted a 1208/1033 Aircraft which was <u>received after</u> September 30, 1996? YES: """NO:

(If yes, please indicate type, model, tail and serial number, aircraft disposition and last known location):

Has the NYLEA <u>previously scrapped a 1208/1033 Program</u> Aircraft? YES: """"NO: " (If yes, please indicate date received, type, model, tail and serial number, aircraft disposition and last known location):

Has the NYLEA previously <u>returned to a DRMO</u> a 1208/1033 Program Aircraft? YES: """NO: (If yes, please indicate type, model, tail and serial number, aircraft disposition and last known location):

#### PART C: AIRCRAFT PERSONNEL

The following compensated employee(s)/contractor(s) <u>meet the minimum requirements as specified in</u> Section 6.2 of the New York State Plan of Operation:

Chief Pilot for Helicopters (must be a FT compensated employee):

ID# for Commercial, Instrument or ATP Certificate with Appropriate Rating:

Telephone # (work): \_\_\_\_\_ Telephone # (cell): \_\_\_\_\_

# Chief Pilot for Airplanes (must be a FT compensated employee): \_\_\_\_\_

ID# for Commercial, Instrument or ATP Certificate with Appropriate Rating:

**Pilot in Command (Helicopters):** 

(List Name and ID# for Commercial or ATP Certificate)

Pilot in Command (Airplanes):

(List Name and ID# for Commercial or ATP Certificate)

**Co-Pilots** (If Applicable for Aircraft Type): (List Name and do they meet requirements of Operator's Certificate, answer Yes or No) (List Name and ID# for FAA Mechanic Certificate with A & P Ratings)

Mechanics with valid Airframe and Powerplant Rating (Airplanes):

(List Name and ID# for FAA Mechanic Certificate with A & P Ratings)

Contract Mechanics with valid <u>Airframe and Powerplant Rating</u> who will work on 1208/1033 NYLEA Helicopters or install 1208/1033 parts on NYLEA Helicopters. (List Name and ID# for FAA Mechanic Certificate with A & P Ratings)

Contract Mechanics with valid <u>Airframe and Powerplant Rating</u> who will work on 1208/1033 NYLEA Airplanes or install 1208/1033 parts on NYLEA Airplanes. (List Name and ID# for FAA Mechanic Certificate with A & P Ratings)

**Contractor(s) for aircraft maintenance (FAA Part 145 Certified Repair Station(s) if used):** (List Name, address, contact information and Repair Station FAA Part 145 Certificate # for each "contractor")

\* COPIES OF ALL FAA CERTIFICATES AND/OR LICENSES SPECIFIC TO THE AIRCRAFT OF ALL PERSONS WHO WILL FLY OR MAINTAIN THE AIRCRAFT, INCLUDING THE CHIEF PILOT AND CONTRACT PERSONNEL, MUST BE PROVIDED TO THE STATE COORDINATOR AS PART OF THIS REQUEST. THIS IS THE RESPONSIBILITY OF THE CEO AND THE CHIEF PILOT TO ENSURE COMPLIANCE WITH THIS REQUIREMENT.

## PART D: INFORMATION REQUIRED UPON RECEIPT OF THE AIRCRAFT:

#### Submit the following to the State Coordinator:

- 1. Copies of the FAA Aircraft's Standard Airworthiness Certificate and/or the FAA Certificate of Aircraft Registration will be provided to the State Coordinator upon acquisition of the aircraft. This is the responsibility of the Chief Executive Officer and Chief Pilot.
- 2. Four digital photographs of each aircraft: (full front view showing entire front of aircraft, full side view showing entire aircraft including tail number, readable close-up view of airframe data plate, readable mid range view of aircraft tail number). Note: if tail number is changed by NYLEA, a new photograph will be provided. This is the responsibility of the Chief Executive Officer and Chief Pilot.
- 3. In the event of a transfer of aircraft between two NYLEAs, the NYLEA will provide the gaining NYLEA with all aircraft airframe logs, engine logs, compliance with mandatory manufacturer's bulletins, Federal Aviation Administration (FAA) Airworthiness Directives (AD's) compliance, aircraft status record, etc.; all maintenance records and all records required by Section 6.2 of the Plan of Operations and required by the FAA. This is the responsibility of the Chief Executive Officer and Chief Pilot.

## **PART E: ATTESTATION:**

Law Enforcement Support Office (	LESO) requirements.		
CEO Name	CEO Signature	Date	
As Chief Pilot (Helicopter) of the _ true, complete and correct and that including Section 6.2 (Flyable Airc Enforcement Support Office (LESC	(NYLEA), I agree to comply with the requirements, terms and cor raft), all applicable FAA standards of airworthiness, re )) requirements.	I certify that the information pr nditions of the 1033 Program PI gistration, and all applicable St	ovided on this form is an of Operation ate Coordinator and L
Chief Pilot Name (Helicopter)	Chief Pilot Signature	Date	
As Chief Pilot (Airplane) of the true, complete and correct and that including Section 6.2 (Flyable Airc Enforcement Support Office (LESC	(NYLEA), I d I agree to comply with the requirements, terms and cor raft), all applicable FAA standards of airworthiness, re )) requirements.	certify that the information prov aditions of the 1033 Program Pl gistration, and all applicable St	vided on this form is an of Operation ate Coordinator and L
Chief Pilot Name (Airplane)	Chief Pilot Signature	Date	
Chief Pilot Name (Airplane) As Aircraft/Aircraft Parts Accounta information provided on this form i 1033 Program Plan of Operation im applicable State Coordinator and La	Chief Pilot Signature bility Point of Contact of the s true, complete and correct and that I agree to comply cluding Section 6.2 (Flyable Aircraft), all applicable F aw Enforcement Support Office (LESO) requirements.	Date (NYLEA), j with the requirements, terms a AA standards of airworthiness,	certify that the nd conditions of the registration, and all
Chief Pilot Name (Airplane) As Aircraft/Aircraft Parts Accounta information provided on this form i 1033 Program Plan of Operation in applicable State Coordinator and La APOC Name	Chief Pilot Signature bility Point of Contact of the	Date (NYLEA), with the requirements, terms a AA standards of airworthiness, Date	certify that the nd conditions of the registration, and all
Chief Pilot Name (Airplane) As Aircraft/Aircraft Parts Accounta information provided on this form i 1033 Program Plan of Operation in applicable State Coordinator and La APOC Name	Chief Pilot Signature Chief Pilot Signature bility Point of Contact of the strue, complete and correct and that I agree to comply cluding Section 6.2 (Flyable Aircraft), all applicable F aw Enforcement Support Office (LESO) requirements. APOC Signature *****	Date (NYLEA),  with the requirements, terms a AA standards of airworthiness, Date *****	certify that the nd conditions of the registration, and all
Chief Pilot Name (Airplane) As Aircraft/Aircraft Parts Accounta information provided on this form i 1033 Program Plan of Operation in applicable State Coordinator and La APOC Name	Chief Pilot Signature	Date(NYLEA), ] with the requirements, terms an A standards of airworthiness, Date ************************************	certify that the nd conditions of the registration, and all
Chief Pilot Name (Airplane) As Aircraft/Aircraft Parts Accounta information provided on this form i 1033 Program Plan of Operation in applicable State Coordinator and La APOC Name APOC Name	Chief Pilot Signature	Date (NYLEA), ] with the requirements, terms as A standards of airworthiness, Date ******	certify that the nd conditions of the registration, and all
Chief Pilot Name (Airplane)         As Aircraft/Aircraft Parts Accounta         information provided on this form i         1033 Program Plan of Operation in         applicable State Coordinator and La	Chief Pilot Signature bility Point of Contact of the	Date (NYLEA), 1 with the requirements, terms and a standards of airworthiness, Date ************************************	certify that the nd conditions of the registration, and all *************
Chief Pilot Name (Airplane)         As Aircraft/Aircraft Parts Accounta         information provided on this form i         1033 Program Plan of Operation in         applicable State Coordinator and La	Chief Pilot Signature	Date (NYLEA), 1 with the requirements, terms a A standards of airworthiness, Date ********* <b>R</b> Approved: YES: Approved: YES:	<pre>1 certify that the nd conditions of the registration, and all ***********************************</pre>

# **USE THIS PAGE FOR ANY ADDITIONAL INFORMATION**

# PART B: AIRCRAFT REQUEST

#### The NYLEA currently has in its possession the following <u>1208/1033 Program</u> Aircraft:

Туре	Model	Tail #	Serial #	Location	In Use? Y/N	Flyable condition? Y/N
If no, Reason:						
If no, Reason:						
If no, Reason:						
If no, Reason:						

PART C: <u>AIRCRAFT PERSONNEL</u> (Co-Pilots, Mechanics, Contract Mechanics and Aircraft Maintenance Contractors):

# PART F: <u>SECTION 6.2 OF THE NEW YORK STATE PLAN OF OPERATION:</u>

## 6.2.1 Requests for Flyable Aircraft

Requests for aircraft require the completion of an <u>Aircraft Request /Justification Form</u> which must be mailed or e-mailed (scanned copy) to the State Coordinator. The ordering of aircraft is limited to one per NYLEA every three year period. However, NYLEAs requiring additional aircraft must articulate the need in the request to the State Coordinator.

Upon approval from the State Coordinator and LESO for a flyable aircraft, the State Coordinator will request from LESO all available flight historical records and related documentation to FSCAP components. This documentation will be available for inspection by NYLEAs prior to transfer. The documentation will be sufficient to be accepted by a FAA authorized repair facility for evaluation and possible determination for use on an aircraft. DOD makes no representation as to the property's conformance to FAA requirements. The NYLEA must subject the assets to safety inspection, repair, and/or overhaul by a competent manufacturer or other entity such as those certified by the FAA prior to placing into use. The property that is provided to the NYLEA may not meet FAA design standards, and/or may have been operated outside the limitations required by the Federal Aviation Regulations.

Upon taking possession of an aircraft, the NYLEA must submit to the State Coordinator copies of the FAA Standard Airworthiness Certificate and/or the FAA Certificate of Aircraft Registration.

# 6.2.2 LESO Aircraft Distribution Priority

The list of eligible agencies waiting for 1033 Program aircraft far exceeds the available supply. The current LESO aircraft National Priority List (NPL) for aircraft is calculated and prioritized based upon the following criteria approved by Office of the Secretary of Defense (OSD):

- a. The number of excess aircraft available to the LESO program.
- b. The date the request was received by LESO.
- c. Fair and equitable distribution.
- d. High Intensity Drug Trafficking Area (HIDTA).
- e. Geographic responsibility.

The sale or previous sale of 1208 Program aircraft acquired on or before September 30, 1996 by an NYLEA may impact the LESO's deliberations regarding issuance of similar additional aircraft to that agency in the future under the fair and equitable distribution criterion outlined above. NYLEAs are required to comply with all Federal Trade Security Controls and any other applicable regulations concerning transfer of the aircraft.

## 6.2.3 Aircraft Availability -

The LESO website is periodically updated to reflect the current availability of aircraft at https://pubweb.drms.dla.mil/leeds/QRTUPDATE.htm.

# 6.2.4 Minimum Possession Requirements

The DLA Memorandum of Agreement (MOA) with the State Coordinator and the DLA for the 1033 Program requires that aircraft be maintained by the recipient activity for a minimum of <u>five (5) years</u>. At the end of this period, if the aircraft is no longer needed by the organization, yet remains flyable, the LESO <u>requests</u> that the organization return the aircraft to DOD so it can be transferred to other authorized 1033 customers awaiting aircraft of this type.

# 6.2.5 Operational Use Requirement

Aircraft received by a NYLEA under the 1208/1033 Programs must be engaged in operational use <u>within one year</u> of acquisition. Aircraft not in operation within one year may result in the State Coordinator requiring the return of the aircraft to DOD control.

# 6.2.6 Physical Security and Accountability of Aircraft and Aircraft Parts

The NYLEA CEO, PAO and APOC are responsible for the physical security and accountability of all 1208 and 1033 Program aircraft and aircraft parts.

# 6.2.7 Sale/Trade/Gift of 1208/1033 Program Aircraft

Only those aircraft received by a NYLEA under the 1208 Program <u>on or before September</u> <u>30, 1996</u> can be sold by the NYLEA. Sale of such aircraft <u>requires</u> approval of both the State Coordinator and LESO. Aircraft received after that date cannot be sold, traded or gifted by a NYLEA under any circumstances.

# 6.2.8 Certifications, Maintenance, Personnel and Operations - Requirements

The NYLEA is responsible for meeting all applicable Federal Aviation Administration (FAA) standards of airworthiness, registration, maintenance, operations and training requirements and all other regulations for the aircraft. NYLEA must insure that aircraft and components are maintained in accordance with applicable airworthiness standards and procedures for maintenance and repair and that the NYLEAs perpetuate repair and maintenance documentation.

NYLEAs must assure that the aircraft is in a flyable condition in compliance with all applicable Code of Federal Regulations (CFR 14 and 49), FAA rules and regulations using Part 27, 43, 65, and 91, as standard.

NYLEAs must assure that aircraft maintenance will be performed by qualified FAA License Airframe and Powerplant mechanics, with the training and certification to maintain the aircraft, or maintained by a FAA Part 145 Certified Repair Station.

NYLEAs must maintain and operate aircraft in accordance with manufacturer's specifications, and/or approved Interagency Committee for Aviation Policy (ICAP) guidelines and within CFR 14 R egulations and using AC 43.13-1B and 2A as guidelines. NYLEAs must have the resources to finance the requested aircraft for training and maintenance throughout the time the airplane or rotorcraft is in use.

Only parts that meet Federal Aviation Administration (FAA) standards of airworthiness and meet maintenance conformance for the type of ai rcraft, operational requirements and

specifications of manufacturer's maintenance standards, can be used for 1208/1033 Program aircraft. All parts must be designed for and be usable in that aircraft type and be secured in a stockroom for security.

Where aircraft maintenance is conducted by an outside contractor who supplies their own parts; the NYLEA will be liable for the overhaul certification of the parts received before installment. All replaced parts must be returned to the DRMO through coordination with the State Coordinator.

The NYLEA must subject the assets to safety inspections, repairs, and/or overhaul by the (competent) manufacturer or an entity such as those certified by the FAA prior to placing parts into service. All parts are to be repaired or overhauled in accordance with manufacturer's recommendations or AC 43.13-1B & 2A and/or Manufacturer's Maintenance Manuals.

If the contractor does use 1033 Program parts, replaced parts must be returned to the DRMO through coordination with the State Coordinator. All 1208/1033 and non 1208/1033 parts used in 1208/1033 aircraft received by NYLEA's will be inspected using a tag system affixed to parts to identify the condition of items.

Flight operations shall be consistent with 14 Code of Federal Regulations (CFR) Part 91 where applicable.

The pilot is responsible for computing the weight and balance for all flights and for assuring that the gross weight and center of gravity do not exceed the aircraft's limitations. Pilots shall be responsible for the proper loading and securing of all cargo. Helicopter load calculations shall be computed and completed by the pilot using appropriate flight manual hover performance charts.

## 6.2.8. A Standard and Restricted Category Aircraft

All standard category aircraft shall be operated within the instructions and limitations stipulated in the approved flight manual.

Aircraft with type certificates shall conform to the approved type design, or be in a properly altered state.

# 6.2.8. B Non-Certificated Aircraft

All non-certificated aircraft shall be operated within the instructions and limitation stipulated in the appropriate flight manual.

All non-certificated aircraft shall be in compliance with the appropriate Instructions for Continued Airworthiness Supplement.

The NYLEAs shall annually issue an Approved Flight Program to be maintained by the agency certifying that the aircraft meets the requirements herein.

## 6.2.8. C Aircraft Requirements- General

NYLEA's aircraft shall conform to the Aviation standards, including the requirements of aircraft maintenance and any model specific requirements outlined in Section 6.2.

All required documents needed to verify the data of Helicopter Records (including airframe logs, engine logs, compliance with mandatory manufacturer's bulletins, Federal Aviation Administration (FAA) Airworthiness Directives (AD's) compliance, and aircraft status record, etc.) shall be made available to any appropriate inspector.

All required documents needed to verify the data of Airplane Records (including airframe logs, engine logs, compliance with mandatory manufacturer's bulletins, Federal Aviation Administration (FAA) Airworthiness Directives (AD's) compliance, and aircraft status record, etc.) shall be made available to any appropriate inspector.

# 6.2.8. D Airplane Performance Requirements

Single engine aircraft shall have a power loading of not more than 13.5 pounds per horse power.

Multi engine aircraft shall be capable of at least 200 horsepower; per engine; and engine developing less than 240 horse power shall be turbo/super charged.

Each take off shall meet aircraft climb performance requirements of 14 CFR.

# 6.2.8. E Condition of Equipment

NYLEA's 1208/1033 Program aircraft and equipment shall be in good condition and function properly.

Aircraft systems and components shall be free of leaks except within limitations specified in the appropriate maintenance manual.

All windows and windshields shall be clean and free of scratches, cracks, crazing, distortion, or repairs, which hinder visibility. Repairs such as safety wire lacing and stop drilling of cracks are not acceptable permanent repairs. Permanent repairs or replacement shall be performed at the next scheduled maintenance function where the repair can be performed but no later than six (6) months.

The aircraft interior shall be clean and neat. There shall be no un-repaired tears, rips, cracks, or other damage to the interior. All interior materials shall meet FAA standards. Interior of non-certificated aircraft must meet the manufacturer's standards for their interior and any modifications must meet FAA standards.

The exterior finish, including the paint, shall be clean, neat, and in good condition (i.e. severe fading or large areas of flaking or missing paint and etc.) Military or other low visibility paint schemes are unacceptable. Any corrosion shall be within manufacturer or FAA acceptable limits.

# 6.2.8. F Center of Gravity

All aircraft shall be configured and operated within the center of gravity limits stated in the appropriate flight manual.

# 6.2.8. G General Equipment

# The following is required for all aircraft:

- Instrumentation required by the Type Certificate and 14 CFR for use with the make and model furnished.
- Free air temperature gauge.
- Approved aircraft lighting for night operation in accordance with 14 CFR, Part 91.209, plus instrument lights.
- First Aid Kit Aeronautical.
- Survival Kit Aeronautical.
- The fire extinguisher(s) shall be a hand-held bottle, fully charged, with a minimum of a 2-B:C rating, maintained in accordance with National Fire Protection Association (NFPA) 10 and mounted with a quick release attachment accessible to the flight crew while seated.

# The following is required for helicopters:

- FAA approved double-strap shoulder harness with automatic locking inertia reels for each front seat occupant. Shoulder straps and lap belts shall fasten with one single-point, metal-to-metal, and quick-release mechanism. Standard factory shoulder harnesses are acceptable for Aerospatiale and Bell transport category helicopters. Military style harnesses are acceptable.
- FAA approved shoulder harness integrated with seat belt with one single point metal to metal quick release mechanism for each passenger position.
- One flight hour meter (Hobbs) installed in a location observable by the pilot and front seat observer while seated. The meter shall be wired in series with a switch on the collective control, and a switch activated by engine or transmission oil pressure or equivalent system, to record flight time (in hours and tenths of hours) only.
- External load operations from other than the manufacturer's designated pilot station are allowed only when the aircraft has been properly modified. For standard category aircraft, alteration of the aircraft shall be approved under an FAA Supplemental Type Certificate (STC) or field approval and designation in the aircraft Flight Manual Single Piloted Aircraft, field approvals in lieu of STCs are not acceptable unless observation while the pilot's focus is on the external load.

- Convex mirror for observation of external loads and landing gear.
- Standard Category helicopters with a floor height greater than 18-inches shall have an approved personnel access step to assure safe entrance and exit from each door of the helicopter. A section of external cargo rack may be utilized as a step by providing a clear space covered with non-skid material.
- Complete set of current aeronautical charts covering area of operation. The NYLEA's shall be responsible for providing navigation publications and inventory.
- Dual controls are required for pilot evaluations.
- One or more white or white and red strobe light(s) mounted on top of the helicopter or otherwise visible from above. In accordance with 14 CFR Part 27.1401, Anti-collision Light System (d) Color. Each anti-collision light shall be aviation red and shall meet the applicable requirements of 14 CFR Part 27.1397. In order to meet agreement specifications, NYLEA's shall obtain FAA approval (FAA Form 337) to alter the aircraft, if applicable.
- High visibility markings on main rotor blades (Visibility Markings on Main Rotor Blades).

# The following are required for Fixed Wing Operations:

- Safety Belts. FAA-approved shoulder harness front seat occupant. Shoulder straps and lap belts shall fasten with one single-point, metal-to-metal, and quick release mechanism. Standard factory shoulder harnesses are acceptable. Military style harnesses are acceptable.
- Seat belts for all seats. One set of individual lap belts for each occupant.
- Flight Hour Meter. Each aircraft shall be equipped with a flight hour meter, measures in hours and tenths.
- Cargo Restrain. The NYLEA shall furnish tie downs, net (s), or cargo straps meeting requirements of 14 CFR to restrain cargo while in flight.
- Each aircraft shall carry current copies of aeronautical charts covering area of operation.

# 6.2.8. H Cargo Hooks and Long Line Equipment Requirements

• One cargo hook that may be loaded and locked in a single motion with one hand, and is rated at the maximum lifting capacity of the aircraft. The cargo hook shall be inspected, overhauled and tested in accordance with the manufactures instructions. If the manufacture has no requirements then as a minimum, the cargo hook shall be completely disassembled and inspected

with repairs made as required, lubricated and a full-load operational check in accordance with manufacturers recommendations every 24 months.

• One remote cargo hook and 150 foot long line. Long line may consist of multiple segments.

# 6.2.8. I Requirements for Fire Fighting Operations - Helicopter

- Collapsible, variable capacity water/retardant buckets shall be used in accordance with helicopters Manufacturers Data.
- The bucket, at 100 percent of manufacturers rated capacity (+/- 5%) shall be commensurate with the maximum Out of Ground Effect (OGE) lifting capability of the helicopter at 5000 PA and 30°C with a 200 pound pilot and 1 ½ hours of total fuel. The bucket shall be capable of being operated with all increments of the long-line. No partial dips allowed.
- Environmental operating conditions may dictate the need for more than one size bucket.
- Helicopters are to be equipped with electronic helicopter hook load measuring system (load cells) that provide a cockpit readout of the actual external load and a bucket that is equipped with a gating system that allows part of the load to be dispensed while retaining the remainder of the load are approved.
- Capacity of each position or adjustment level shall be marked on the bucket. Collapsible buckets with cinch straps shall only be adjusted to the marked graduations (i.e. 90%, 80%, and 70%). Attempts to establish intermediate graduations or capacities below the manufacturer's minimum graduation (by tying knots, etc.) are prohibited.
- An Operations Manual for the type bucket(s) provided shall be available on site.
- Either the weight of the bucket or capacity at each adjustment level shall be marked on the bucket.
- The jettison-arming switch, if applicable, shall be in the armed position during external load operations.
- When a bucket is attached directly to the cargo hook, it is critical to measure the maximum length of the extended bucket from the shackle on the control head to the extended dump valve/fire sock, making sure that it is at least 6inches less than the distance from the belly hook to the closest possible point on the trail rotor. Lines attached between the cargo hook and the bucket shall extend the bucket past the outside arc of the tail rotor, the line shall be no shorter than 50 feet.

# 6.2.8. J Communications Systems

NYLEA required avionics systems and communication equipment must meet the performance specifications as specified in accordance with manufacture's requirements for airplane and rotorcraft type to include:

• Emergency Locator Transmitters

One automatic-portable/automatic-fixed or automatic-fixed Emergency Locator Transmitter (ELT) utilizing an external antenna and meeting the same requirements as those detailed for airplanes in 14 CFR Part 91.207 (excluding 14 CFR Part 91.207f), shall be installed per the manufacturer's installation manual, in a conspicuous or marked location. ELT's certified under Technical Standard Orders Authorization (TSO) TSO-91 are not acceptable. Note: ELTs operating on 121.5 MHz, 406 MHz or both frequencies are acceptable.

• VHF-AM Transceivers:

One panel mounted VHF-AM aeronautical transceiver (VHF-1), operating in the frequency band of 118.000 to 136.975 MHz, with a minimum of 760-channels in no greater than 25 kHz increments, and a minimum of 5-watts carrier output power.

- A Police radio capable of communicating with NYLEAs in their geographical operating area.
- Aeronautical VHF-FM radio transceiver (FM-1).

# 6.2.8. K Aircraft and Equipment Security

The security of 1033 Program aircraft and equipment is the responsibility of the NYLEA and must be electrically and/or mechanically disabled by one independent security systems whenever the aircraft is unattended. Deactivating security systems shall be incorporated into preflight checklists to prevent accidental damage to the aircraft or interfere with safety of flight.

# 6.2.8. L Aircraft Maintenance

These general maintenance requirements <u>are applicable to both certificated and non-certificated aircraft</u>. See below for additional specific compliance instructions for non-certificated aircraft.

- Type certificated aircraft shall be maintained in accordance with the requirements of 14 CFR Part 43 and Part 91 and the manufacturer's instructions regardless of its public use status.
- Persons authorized to perform maintenance, preventive maintenance; rebuilding and alterations will do so in accordance with Federal Aviation Regulations (FAR) Part 43 and Part 65. FAA, CFR 14, Part 91 Repair Stations may be used for specific maintenance functions that the repair station is certified for. The aircraft must be returned to service under the repair station

certificate and not under an individual's certificate for the repair station; for example, repairman or A&P mechanic. The repair station may not be used in lieu of the carded helicopter mechanic required by this agreement. Refer to the non-certificated aircraft supplements for specific requirements.

- Special equipment and/or modification of the aircraft to meet requirements shall be inspected, repaired, and altered in accordance with 14 CFR requirements and manufacturer's recommendations or engineered data and, if required, be FAA approved.
- Aircraft shall have discrepancies and inoperative equipment repaired or replaced as per FAR 91.405
- Except as provided in FAR part 91.213, no pilot will take off an aircraft with inoperative instruments or equipment allowed by FAR 91.213(d) (2).
- No aircraft will be operated in an un-worthy or unsafe condition in accordance with FAR 91.7 and will have such conditions repaired before resuming normal operations.
- Maintenance records keeping will be in accordance with FAR 91. Content, form and disposition of the records will be in accordance with the requirements of FAR Part 43. Reference FAA Advisory Circular (AC) No. 43-9C as revised.
- In accordance with FAR 91.403(c) no aircraft will be operated unless the mandatory replacement times, inspection items or related procedures are complied with. Aircraft shall not be approved or used if any component time in service exceeds the manufacturer's recommended Time Between Overhaul (TBO) unless authorized by an industry accepted extension. (Manufacturer's, Military, FAA-approved extension etc.)
- The applicable Airworthiness Directives required by FAR Part 39 shall be complied with. Refer to the non-certificated aircraft supplements for specific requirements.
- The manufactures mandatory bulletins are to be complied with. Refer to the non-certificated aircraft supplements for specific requirements.
- Aircraft shall comply with the inspection requirements of FAR 91.409. Refer to non-certificated aircraft supplements for specific requirements.
- Inspections shall be performed in a lighted and heated maintenance facility or hanger.
- The aircraft's equipped weight is to be calculated using weight and balance data which was determined by actual weighing of the aircraft. The aircraft will be re-weighed following any major repair or major alteration or change to the equipment list which significantly affects the center of gravity of the aircraft. All weighing of aircraft shall be performed on scales that have been

certified as accurate within the preceding 24-months. The certifying agency may be an accredited weights and measures laboratory.

- A list of equipment installed in the aircraft at the time of weighing shall be compiled. The equipment list shall include the name of each item installed for aircraft configuration changes (seats, doors, radios, cargo hook, baskets, special mission equipment, etc.) shall also be listed including the name, weight, and arm of each item. Each page of the equipment list shall identify the specific aircraft by serial and registration number. Each page of the equipment list shall be dated indicating the last date of actual weighing or computation. The weight and balance shall be revised each time equipment is removed or installed.
- For turbine powered aircraft, power assurance check shall be accomplished on the first day of operation, and thereafter within each 30 day interval of agreement of flight operations unless prohibited by environmental conditions (i.e. weather, smoke, rain). The power assurance check shall be accomplished by the NYLEA's in accordance with the Aircraft Flight Manual or approved company performance monitoring program. The results shall be recorded in the appropriate aircraft flight records. Aircraft with power output below the minimum published performance charts or procedures shall be removed from service. The below-minimum power condition shall be corrected before returning to service and availability.
- A maintenance test flight must be performed, in accordance with FAR 91.407, after any maintenance activity which could have appreciably altered the aircraft's flight characteristics or substantially affected its operation in flight.

### Non-Certificated Aircraft Specific Requirements:

Non-type certificated public use aircraft will be maintained in a manner consistent with certificated aircraft 14 CFR Part 43 and Part 91 and in accordance with the aircraft manufacturer standards, including specific Instructions for Continued Airworthiness (ICA). All airplanes and rotorcraft will utilize an aircraft logbook for times and maintenance records.

Inspection programs, airworthiness limitations, overhauls, and retirement items are all addressed in each aircraft model standards as per manufacturer. All FAA AD are complied with as per FAA standards.

Return to Service:

The aircraft, components, and assemblies shall be considered certificated for the purpose of return to service by persons authorized to perform maintenance and preventive maintenance under Part 65, in accordance with FAR Part 43.

The execution of the repair or alteration will be in accordance with FAR 43, Appendix A by persons authorized as per FAA 43.3. Aircraft records shall be maintained, but a copy of FAA Form 337 need not be submitted to the FAA.

The following requirements must be met when performing major modifications or alterations on non-certificated aircraft:

• Modifications or alterations performed on non-certificated aircraft are to be based on approved acceptable data and in accordance with standard aeronautical practices. Examples of data shall be per Advisory Circular (AC) 43-210.

Military Modification Data. This shall include: Modification Work Orders (MWO); Aviation Safety Action Message (ASAM); and Safety of Flight (SOF).

The Modifications and alterations must be documented in the aircraft's records.

- The weight and balance data and equipment list must be updated when required.
- Instructions for Continued Airworthiness (ICA) are to be incorporated into the aircraft's records and maintenance program to ensure that the aircraft is properly maintained. Refer to FAA Order 8110.54 for assistance. At a minimum ICA's must include the standards outlined as per AC-43-210.
- A flight manual supplement must be added to the flight manual when a modification affects the operation of the aircraft.
- When 1208/1033 Program aircraft parts reach the end of their service life based on age and/or flight hours or when parts are damaged beyond reissue, the NYLEA is responsible for returning the parts to DOD after approval from the State Coordinator and LESO.

## 6.2.8. L.1 Avionics Installation and Maintenance Standards

All avionics systems used in or on the aircraft and their installation and maintenance shall comply with all manufacturer's specifications and applicable 14 CFR requirements.

Strict adherence to the recommendations in FAA AC 43.13-1B Chapter 11, "Aircraft Electrical Systems" and Chapter 12, "Aircraft Avionics Systems" as well as AC 43.13-2A Chapter 1, "Structural Data", Chapter 2, "Radio Installation", and Chapter 3, "Antenna Installation", is required.

All avionics systems requiring an antenna shall be installed with a properly matched aircraft-certified, broadband antenna unless otherwise specified.

Antennas shall be polarized as required by the avionics system and have a Voltage Standing Wave Ratio (VSWR) less than 2.5 to 1.

Labeling and marking of all avionic controls and equipment shall be clear, understandable, legible, and permanent. Electronic label maker marking is acceptable.

Avionics equipment mounting location and installation shall not interfere with passenger safety, space, and comfort. Avionics equipment will not be mounted under seats designed for energy attenuation. In all instances, the designated areas for collapse shall be protected.

# 6.2.8. M Operations

## 6.2.8. M.1 General

Regardless of any status as a public aircraft operation, the NYLEA shall operate in accordance with their approved FAA Operations Specifications and all portions of 14 CFR Part 91, (including those portions applicable to civil aircraft) and each certification required under this standard.

Any local state or federal Government representative may inspect the Pilot's Airplane Pilot Qualification Card or Certification at any time.

### 6.2.8. M.2 Pilot Authority, Responsibilities and Operations

**Designating a Chief Pilot:** The CEO of a NYLEA using or requesting 1208/1033 aircraft or aircraft parts shall designate a Chief Pilot (CP). The CP must be a full-time compensated employee of the agency.

### Minimum requirements to act as a Chief Pilot:

- Commercial, Instrument or ATP Certificate with appropriate rating (airplane or helicopter)
- For NYLEAs using Helicopters:

Total Time – 1000 Hours Pilot in Command – 750 Hours Pilot in Command, Turbine Powered Helicopters – 750 hour

• For NYLEAs using Airplanes:

Total Time – 1000 Hours Pilot in Command – 750 hours

**<u>Responsibilities of the Chief Pilot:</u>** The Chief Pilot will be responsible for ensuring all training, flight operations, maintenance and other operations are conducted in accordance with the standards requirements and guidelines of the NYS 1033 Plan of Operations and LESO.

<u>The Pilot-In-Command (PIC)</u>: is responsible for the safety of the aircraft, loading and unloading of occupants and cargo. The pilot shall comply with

the directions of the Government, except when in the pilot's judgment compliance will be a violation of applicable federal or state regulations or agreement provisions. The pilot has final authority to determine whether the flight can be accomplished safely and shall refuse any flight or landing which is considered hazardous or unsafe.

The pilot is responsible for computing the weight and balance for all flights and for assuring that the gross weight and center of gravity do not exceed the aircraft's limitations. Pilots shall be responsible for the proper loading and securing of all cargo. Load calculations shall be computed and completed by the pilot.

Smoking is prohibited within 50-feet of fuel servicing vehicle, fueling equipment or aircraft. After rotorcraft engine(s) shutdown, the pilot may not exit the aircraft while the rotor(s) are turning.

Pilot will use an approved aircraft cockpit checklist for all flight operations.

Equipment such as radios, survival gear, fire tools, etc., shall be located in or on the aircraft in such a manner as to potentially not cause damage or obstruct the operation of equipment or personnel. All cargo shall be properly secured.

The pilot shall not permit any passenger in the aircraft or any cargo to be loaded therein unless authorized by the helicopter crews.

#### Passenger Briefing:

Before each takeoff, the Pilot-In-Command (PIC) shall ensure that all passengers have been briefed in accordance with the briefing items contained in 14 CFR 135. Briefing shall include the following:

- ✓ Personal Protective Equipment (PPE);
- ✓ Shut-Off Procedures for Battery and Fuel; and
- $\checkmark$  Aircraft Hazards.

#### Flight Following:

Pilots are responsible for flight following with the FAA or in accordance with the approved flight following procedures which includes Automated Flight Following (ARF) and radio check-ins.

#### Aircraft Operations:

All aircraft operations conducted under "public use" will be Visual Flight Rules (VFR) Flights. Operation in Instrument Meteorological Condition (IMC) for "public use" flights, except during a declared emergency, is prohibited.

## Fuel Reserve:

To provide adequate fuel reserve all operations shall comply with 14 CFR Part 91 for VFR (20-minutes reserve).

## Helicopter/Airplane Maximum Gross Weight Pilot Requirements:

Helicopters and airplanes with a maximum gross weight in excess of 8000 pounds will be operated by two pilots, one of which will meet the minimum qualifications to act as pilot-in-command as defined in Section 6.2 in the NYS 1033 Plan of Operations.

## 6.2.8. M.3 Flights With Cowling(s) or Doors Open/Removed

The NYLEA is responsible for removal, reinstallation and security of the doors. Flights with cowlings removed are not permitted. The aircraft external registration number shall be displayed in such a manner not to be compromised.

# 6.2.8. M.4 Environmental Responsibilities

The NYLEA is responsible to ensure that all maintenance, fueling, and flight activities do not cause environmental damage to property or facilities. The NYLEA is responsible to clean and rehabilitate areas adversely affected by activities and shall, whenever practical and possible, utilize solvents and cleaning agents that are either biodegradable or consistent with acceptable safety, health and environmental concern practices The NYLEA is responsible for all clean-up of fuel, oil, and retardant

contamination on airport ramps, retardant sites, parking areas, landing areas, etc., when caused by aircraft or personnel.

The NYLEA shall ensure that they are in compliance with 40 CFR Part 112; Oil Pollution Prevention; Spill Prevention, Control, and Countermeasure Plan Requirements (SPCC).

## 6.2.8. M.5 Personnel

## General:

Pilots, fuel servicing personnel, and mechanics shall speak English fluently and communicate clearly.

Pilots must be compensated employees of the NYLEA. **Inspector Qualifications:** 

Inspectors are the persons certifying that personnel and equipment meet the requirements herein. Inspectors are to be personnel with qualifications consistent with the Inspectors which perform similar duties.

### **<u>Pilot Approvals and Qualifications:</u>**

The CEO and Chief Pilot (CP) will verify through the State Coordinator that pilots meet the experience and qualification requirements under Section 6.2 in the Plan of Operations.

Each Pilot in Command (PIC) shall, at the discretion of the Chief Pilot, pass a flight evaluation check. The satisfactory completion of the evaluation flight will not substitute for any of the total flight hour requirements listed in this clause.

All Pilots shall possess a current Class I or Class II FAA Medical Certificate.

The PIC shall be capable of performing basic programming functions and operations of installed aircraft avionics. This includes the ability to enter and utilize newly assigned frequencies and tones by selected channel positions. The PIC shall be able to instruct the Agency Observer in how to perform basic programming and operation of VHF-AM and VHF-FM radios, and GPS.

Provide evidence of Airman Competency Proficiency Check by Agency airman and signed by Chief Pilot.

Notwithstanding, 14 CFR Part 61.57, "Recent Flight Experience" helicopter PICs shall meet requirements of 14 CFR Part 61.57. Each pilot shall pass an agency flight evaluation in make, model, and seriesconducted over typical terrain.

### Pilots may function as mechanics providing:

The pilot meets all the Mechanic Qualifications of this Agreement.

Pilot duty limitations will apply to the pilot when functioning as a mechanic.

When pilots act as a mechanic, mechanic duties in excess of 2-hours will apply as flight hours on a one-to-one basis toward flight hour limitations.

A mechanic, other than the pilot, shall perform any scheduled inspections such as 50-hour, 100-hour, or progressive inspections.

If approved by the NYLEA and in accordance with 14 CFR Part 43.5 and 43.7, pilots may perform preventive maintenance on the aircraft.

## 6.2.8. M.5.a Pilot Requirements – General

## Helicopter:

Commercial or Airline Transport Pilot (ATP) Certificate with appropriate rating (Rotorcraft-Helicopter) and a valid Class I or Class II FAA Medical Certificate.

The Chief Pilot shall certify each pilot's approval documenting make, model and series of aircraft approved to operate and the missions each pilot is approved to perform.

Written evidence of qualification to transport external loads.

Written evidence of an Equipment Check Endorsement for Restricted Category Helicopters by the Chief Pilot (as applicable).

Proof of qualifications to meet 14 CFR Part 137.53 for congested areas.

### **<u>Pilot Requirements – Experience:</u>**

Pilots shall have accumulated as pilot-in-command (PIC) the minimum flight hours listed below. Flight hours shall be determined from a certified pilot log.

### Helicopter: Pilot in Command

All Helicopters	Minimum Experience Flying
Hours	
Total Time	750 hours
Pilot in Command	500 hours
Total Pilot in Command (turbine pow	wered) 500 hours
Make, Model, Series - last 12 month	ns 50 hours

### • <u>Airplane: Pilot in Command</u>

#### All Airplanes

Total Time	750 hours
Pilot in Command Fixed Wing	500 hours
Pilot in Command:	
Category and Class to be flown	200 hours
Night	100 hours
Instrument in Flight	150 hours
Instrument Actual/Simulated	175 hours
Make and Model to be flown	50 hours
Make and Model – Proceeding 12 months	50 hours

• <u>Co-Pilot Requirements (If Applicable):</u>

Co-pilots/Second-In-Command (SIC) shall meet requirements of operator's certificate.

#### 6.2.8. M.5.b Mechanic Qualifications

The following requirements apply to maintenance technicians maintaining aircraft (airplanes and rotorcraft) under field conditions:

- The mechanic shall have a valid FAA Mechanic Certificate with Airframe and Power Plant (A&P) ratings, and shall have held the certificate with both ratings for a period of 24-months. The mechanic shall have been actively engaged in aircraft maintenance as a certificated mechanic for at least 18-months out of the last 24-months immediately preceding the start date of the agreement.
- The mechanic shall have 12-months experience as an A & P mechanic in maintaining helicopters. Three months experience shall have been in the last two years.
- The mechanic must show evidence of maintaining a helicopter of the same make and model as they are maintaining for the NYLEA.
- Mechanics shall have satisfactorily completed a manufacturer's maintenance course or an equivalent DOD approved training program for the make and model of helicopter/airplane or show evidence the mechanic has 12 months maintenance experience on a helicopter/airplane of the same make and model used by the NYLEA
- When requested by any government official, each mechanic shall furnish a valid license. The license must be valid for the duration of the mechanics employment with the NYLEA.