

# **APPENDIX D**

## **PRE-COURSE WORK MATERIALS**



**Helibase Manager, S-371  
Student Profile Form**

Name: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Please answer the following questions. Your answers will be used by the instructors to balance out the experience level within student groups during the course. Send the completed form to the course coordinator or lead instructor as soon as possible.

Current fire qualification(s): \_\_\_\_\_

Number of fire season(s) experience: \_\_\_\_\_ In what capacity: \_\_\_\_\_

Are you a helicopter crew member? Y/N If yes, how many seasons? \_\_\_\_\_

Are you a helicopter manager? Y/N If yes, how many seasons? \_\_\_\_\_

Are you assigned to an agency? Y/N

Are you assigned to a contracted helicopter? Y/N

Upon successful completion of this helibase manager course, will you be the primary helibase manager for your agency? Y/N

What are your expectations in attending this helibase manager course? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional information you would like to share about yourself: (optional) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*For instructor use only*

Received by: \_\_\_\_\_

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

Course location: \_\_\_\_\_



**Helibase Manager, S-371  
Pre-Course Test**

Name: \_\_\_\_\_

Home Unit: \_\_\_\_\_

**Use the Interagency Helicopter Operations Guide (IHOG) to answer the questions. Indicate the section and page number of the IHOG where the answer was found. Bring the completed pre-course test to class for discussion.**

1. The prerequisites for becoming a Helibase Manager 2 are that you are already qualified as a \_\_\_\_\_ and as a \_\_\_\_\_.
  
2. The prerequisite for becoming a Helibase Manager 1 is that you are already qualified as a \_\_\_\_\_.
  
3. To maintain currency as a Helibase Manager, you must function in that position \_\_\_\_\_ (how many times) every \_\_\_\_\_ years.
  
4. On an incident where a Type 1 Incident Management Team has been assigned, the Helibase Manager's immediate supervisor is the \_\_\_\_\_.
  
5. The Helibase Manager supervises the Helicopter Coordinator.  
  
\_\_\_\_ TRUE      \_\_\_\_ FALSE
  
6. Who is responsible for establishing helispots?

7. The Helibase Manager may request a Temporary Flight Restriction under FAR Part \_\_\_\_\_.
8. The Helibase Manager may be responsible for implementing a Temporary Flight Restriction.  
\_\_\_\_TRUE      \_\_\_\_FALSE
9. The Helibase Manager is responsible for ensuring that load calculations, manifesting, and loading/unloading of personnel are performed correctly.  
\_\_\_\_TRUE      \_\_\_\_FALSE
10. What or who are two sources for obtaining an aerial hazard map?
11. Special operations such as aerial ignition, retardant loading, or seeding are directly supervised by whom? **(Check one)**  
\_\_\_\_ Air Tactical Group Supervisor  
\_\_\_\_ Helibase Manager
12. What position in the helibase organization is responsible for ensuring that load calculations for helispots to be used are properly completed, updated, and posted?
13. The Helibase Manager has two useful management tools (job aids) available. These are:

14. The Helibase Manager should: **(Check one)**:
- Never consider and/or suggest the alternative of completing a mission by ground.
- Occasionally consider and/or suggest the alternative of completing a mission by ground.
- Always consider and/or suggest the alternative of completing a mission by ground.
15. Proper risk assessment can only be performed if all hazards are identified.
- TRUE       FALSE
16. List at least three personnel or groups of personnel who should be consulted and/or participate in identification of operational aviation hazards:
17. In the absence of the Air Operations Director and Air Support Group Supervisor, who is responsible for developing the Aerial Hazard Map at a helibase?
18. Flight following procedures at an incident helibase should be explained at what time?
19. Form HBM-9 Helibase Flight Following Log is an optional form to utilize for flight following incident aircraft at a helibase.
- TRUE       FALSE

20. The national standard maximum interval for mission flight following check-in is:
21. The Aircraft Base Radio Operator reports to the Takeoff and Landing Coordinator who reports to the Helibase Manager.
- \_\_\_\_TRUE      \_\_\_\_FALSE
22. The use of a “human repeater” not located at the helibase is allowable to perform flight following.
- \_\_\_\_TRUE      \_\_\_\_FALSE
23. The Helibase Manager may suspend or revoke a Pilot’s Qualification Card for poor or unsafe performance.
- \_\_\_\_TRUE      \_\_\_\_FALSE
24. The Helibase Manager should ensure that pilots are carded or approved for the missions they are assigned to perform.
- \_\_\_\_TRUE      \_\_\_\_FALSE
25. Type 1 Helicopters are not permitted to fly in winds exceeding 50 knots when operating below 500’ AGL.
- \_\_\_\_TRUE      \_\_\_\_FALSE
26. A pilot may leave the ship when the rotors are turning provided the controls are locked down, but only in certain situations.
- \_\_\_\_TRUE      \_\_\_\_FALSE

27. When military helicopters are utilized, they must utilize the USDA-FS or OAS Load Calculation Form.

\_\_\_TRUE      \_\_\_FALSE

28. Personnel may ride on restricted (limited) category helicopters performing mission flights provided a load calculation is completed and the pilot is carded for transporting passengers.

\_\_\_TRUE      \_\_\_FALSE

29. It is permissible for Helicopter Managers or Loadmasters to utilize performance capability gained from fuel burn-off during shuttles in order to add extra weight to successive loads.

\_\_\_TRUE      \_\_\_FALSE

30. Can initial attack packs be carried in a passenger's lap during helicopter transport?

\_\_\_YES      \_\_\_NO

31. Who does the Helibase Manager need to brief concerning the Crash-Rescue Plan?

32. Name three components of crash-rescue equipment:

33. How should you preserve an accident scene?
34. What are the two methods of rapid refueling?
35. Who is responsible for notifying the pilot that hazardous materials have been loaded on the aircraft?
36. List the steps to take, in order, if fuel is spilled on a person.
- 1.
  - 2.
  - 3.
37. List the touchdown pad dimensions for the following helicopter types:
- Type 1: \_\_\_\_\_  
Type 2: \_\_\_\_\_  
Type 3: \_\_\_\_\_
38. List the safety circle diameter dimensions for the following helicopter types:
- Type 1: \_\_\_\_\_  
Type 2: \_\_\_\_\_  
Type 3: \_\_\_\_\_

39. One-skid, toe-in, or step-out landings are prohibited unless:
40. What are the Personal Protective Equipment requirements for fire crews being transported to and from the fireline?
41. Give the two preventative maintenance tasks all pilots are permitted to perform, regardless of whether or not they hold a mechanic's qualification.
42. A turbine engine power assurance check is performed every \_\_\_\_\_hours.
43. Passengers or aircrew members are not permitted to be aboard the aircraft during maintenance test flights.  
\_\_\_\_TRUE      \_\_\_\_FALSE
44. You have had a major component change. Who makes the decision as to whether a physical, on-site inspection is necessary?
45. The preflight safety briefing may be omitted for air operations staff such as the Air Operations Branch Director.  
\_\_\_\_TRUE      \_\_\_\_FALSE

