



**National Interagency Aviation Council**  
3833 South Development Avenue  
Boise, Idaho 83705

## **Interagency Helicopter Operations Steering Committee CHARTER**

### **I. Background**

The Interagency Helicopter Operations Steering committee (IHOP) was first chartered in 1994 to provide oversight for Interagency Helicopter Operations. The committee has several working groups chartered to attend to specific operational functional areas of helicopter operations i.e. Aerial Ignition, Animal capture, Short Haul/Hoist operations, etc.

### **II. Name**

Interagency Helicopter Operations Steering Committee

### **III. Mission**

Review and evaluate interagency helicopter operations and management issues to determine whether or where problems exist; share information and technology between participants; disseminate recommended actions to National, Regional, State and agency managers.

### **IV. Objectives**

- A. Solicit and report concerns of field managers regarding helicopter operations, personnel, qualifications, performance, safety and equipment.
- B. Based on field input, identify training needs and develop courses for use by helicopter field personnel.
- C. Develop, update, revise and recommend interagency helicopter operational guides, handbooks, forms, job aids, etc.
- D. Provide guidance, tasking and oversight to the IHOP Working Groups and special

task groups; coordinating working group membership and approving charters.

- E. The steering committee is responsible for organizing and conducting the annual Interagency Helicopter Operations Workshop.
- F. Communicate and coordinate with other national interagency groups sharing similar or related functions, responsibilities or operations.

**V. Organization**

- A. USFS Helicopter Operations Specialist and (1) USFS National Helicopter Program Manager.
- B. (1) AMD National Aviation Training Officer and (1) AMD National Helicopter Specialist.
- C. National Aviation Program Manager (or designated representative) from each of the following agencies: (1) Bureau of Land Management, (1) Bureau of Indian Affairs, (1) National Park Service and (1) US Fish & Wildlife Service. Other DOI Bureaus may have representatives at the same level.
- D. (1) Representative for State Agencies.

**VI. IHOPS Authorities and Responsibilities**

- A. The IHOP Steering Committee will be the focal point for all interagency helicopter issues, proposals and initiatives. The Steering Committee may be tasked by the National Interagency Aviation Council (NIAC) to analyze or resolve interagency issues. Issues and ideas may also be raised by the field and submitted to the Steering Committee.
- B. The Steering Committee will discuss the issue/tasking and either resolve the issue within the committee, assemble and assign a special interagency group or formally assign it to the appropriate standing IHOP Working Group. Assignments will be written and include specific objectives, constraints and timelines for completion.
- C. The Interagency Helicopter Operations Steering Committee shall forward meeting and workshop notes, recommendations, proposals, training packages, interagency guides, etc. to the National Interagency Aviation Council for review.

**VII. IHOPS Chair Authorities and Responsibilities**

- A. The IHOP Steering Committee will be chaired by the USFS or DOI on an alternating basis. Chair tenure shall begin following the annual workshop and end two years later.

- B. The agency of the current Chairperson will fund the annual Interagency Helicopter Operations Workshop. Each agency will fund travel and incidental costs associated with providing their representation on the Steering Committee and Working Groups.
- C. A Budget/Program of work will be submitted annually to include IHOPS funding requests.

**VIII. Meetings and Reports**

The IHOP Steering Committee will formally meet at least annually. Attendance will be limited to designated representatives and invited guests. Interim meetings and conference calls will be held as necessary.

**V. Approval**

This Charter is effective as of the date of approval by the NIAC. The Charter is revised upon recommendation of a majority of the Committee Members and with the concurrence of the NIAC.



Chair  
NIAC

Date 9/20/05