



# United States Department of the Interior

National Business Center

Aviation Management

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## **DOLAM OPERATIONAL PROCEDURES (OPM) MEMORANDUM NO. 04- 45**

Subject: DOI Use of Interagency Committee for Aviation Policy Inspection Planning Guides

Effective Date: January 1, 2004

Supersedes: OPM 03-45 dated January 1, 2003

Distribution: A, B, & C

Expiration: December 31, 2004

**.1 Purpose.** This OPM establishes policy for the use of excess military aircraft owned and operated by a government agency and maintained to the Interagency Committee for Aviation Policy (ICAP) Inspection Planning Guide (IPG) standards/criteria.

**.2 Policy.** The Department of the Interior, Aviation Management (DOI AM) may approve government-operated UH-1 and OH-58 excess military helicopters when it can be verified that the aircraft are being maintained under an DOI AM-approved ICAP IPG standard. Currently, the only DOI AM-approved ICAP IPGs are (1) UH-1 series and (2) OH-58 A, A+, and C helicopters. These are the only aircraft that may be approved under the two ICAP programs. A letter from the Associate Director, DOI AM, may approve future ICAP IPGs for other model aircraft when requested in writing by the intended Interior user. Interior employees may be transported on helicopters approved by the Forest Service when maintained to the ICAP IPG standards for the models listed.

**.3 Procedures.** To be approved by DOI AM for the transport of Interior personnel.

A. The government agency offering transportation to Interior personnel shall provide the requesting DOI AM Area/Regional office with a letter on official government letterhead, signed by an appropriate official, stating that the agency has adopted the ICAP IPG as the basis for their maintenance program for the specific aircraft in question and is maintaining the aircraft to the IPG standard. The agency should include in the letter the make, model, and series of the aircraft, the current FAA registration number, and a copy of an airworthiness certificate, should one exist.

B. The agency shall provide DOI AM access to the aircraft and maintenance records for verification and determination of the condition of the aircraft, when requested by DOI AM. DOI AM shall conduct an on-site review of appropriate aircraft maintenance records and inspect each offered aircraft to the appropriate ICAP IPG standard. Additionally, any special use activities to be conducted shall require inspection of the aircraft to the appropriate DOI AM Aircraft Rental Agreement (ARA) supplement or as specified by the Area/Regional Director.

C. DOI AM may then issue Aircraft Data Cards for the government-operated aircraft meeting the ICAP IPG program standards, as verified by DOI AM personnel.

*/s/ Michael A. Martin*

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Associate Director