

**Alaska Division of Forestry**  
**AIRCRAFT VENDOR & PILOT BRIEFING**

Thank you for offering/providing your aircraft services to the State of Alaska Division of Forestry. This briefing information is intended as a quick reference to DOF requirements and general information, regardless of whether your aircraft is hired on a point-to-point or greater than 24-hour basis. Please refer to the *Terms and Conditions of Hire* for additional information.

**FLIGHT FOLLOWING**

The Division of Forestry provides flight following during the fire season through the following dispatch offices:

<b>STATE LOGISTICS (Fairbanks)</b>	<b>TOK FORESTRY</b>
<b>COPPER RIVER FORESTRY</b>	<b>MAT-SU FORESTRY</b>
<b>DELTA FORESTRY</b>	<b>McGRATH FORESTRY</b>
<b>FAIRBANKS FORESTRY</b>	<b>SOLDOTNA FORESTRY</b>

The Bureau of Land Management maintains dispatch offices at Ft. Wainwright, Ft. Yukon, Galena, and other stations on an as needed basis.

All aircraft are required to make the following reports to one of the above dispatch offices:

**Departure**

No. of Souls on Board (SOB) - pilot(s) + passengers  
Fuel on Board (FOB) - in hours + min  
Est. Time Enroute (ETE) to next destination.

Enroute Flight Following: Automated is the default. If you don't have the connectivity, you **MUST** radio the dispatch office every 30 minutes.

30 min. check-ins: Position reports and revised ETA.  
20 min. to landing : If landing a DOF or BLM site, indicate if fuel is requested, When landing at other airports estimate time on the ground.

**Arrival**

Report landing at intermediate or final destination.

If radio contact with a dispatch office is not possible, please contact one of the offices below, or have local Flight Service relay the above information, by telephone, as soon as is practical. It is important for us to be able to follow flights for safety and planning purposes.

Additionally, filing a flight plan and flight following with DOF or the FAA is required on any DOF mission.

State Logistics 907-451-2680	Mat-Su Aviation 907-761-6239
	877-684-5630

**FREQUENCIES**

The following frequencies are monitored, by all offices, during fire season for flight following: Additional channels/frequencies can be obtained on request.

Air-to-Ground: STATE 132.45	Air-to-Air: 128.45
BLM 127.45	Air Guard: tx 168.625 rx 168.625

**STATE FLIGHT RECORDS**

A Flight Record (Form 10-3133) is to be completed for all Division of Forestry missions. Flight time is recorded from take-off (wheels up) to block-in on the ramp. Each record line should be initialed and the page signed by a state representative. This document must be submitted, along with the company invoice, for payment to the hiring office. The addresses are:

Chris Olson, Division of Forestry, Regional Aviation Manager, 101 Airport Road, Palmer AK 99645  
Bob McAlpin, Division of Forestry, Regional Aviation Manager, 3700 Airport Way, Fairbanks AK 99709-4699.

*If you have any questions regarding your flight, procedures, fuel, terms, etc. please contact the State Logistics Office at (907) 451-2680 or Mat-Su Forestry at (907) 761-6223.*

**\* Thank you for your assistance and safe flying \***