



# United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Washington, DC 20240

## Memorandum

To: All Regional Directors  
Attention: Regional Aviation Managers  
Regional Fire Management Officers

Through: Deputy Bureau Director, Field Operations

From: Director, Bureau of Indian Affairs

Subject: 2024 Annual Aviation Base Readiness Evaluations and Site Visits

Purpose: The Bureau of Indian Affairs (BIA) Branch of Aviation is scheduling annual aviation base and crew readiness evaluations, aviation safety and contract compliance reviews and operational site visits for the 2024 wildfire season. Site visits will occur as emergency aviation activity levels allow. Site visits will be for agency and incident bases which host aviation operations and/or manage aviation resources in support of wildland fire suppression.

Note: Mandatory availability periods have begun for exclusive use fire aircraft contracts. On call contract aircraft are available for ordering and use at wildland fire aviation bases and support crews are being activated.

Background: Annual evaluations and site visits are proactive measures intended to reinforce aviation safety components, promote continuous improvement, and comply with Department and Interagency standards. See attached Annual Aviation Site Visit and Evaluation Process for further information.

Timeline: Site visits will occur early in the wildland fire season and during exclusive use mandatory availability periods. Specific dates will be coordinated with the Regional Fire Management Officers/Regional Aviation Managers, who are responsible for communicating the evaluation schedule to their management.

Documentation: Evaluation teams will provide written documentation of the findings to the appropriate line officer. Additional communications will occur to ensure corrective action plans have been created and implemented to rectify any deficiencies, as needed.

For further information or questions regarding these evaluations and site visits, please contact Dave Underwood, acting Aviation Branch Chief, at [ewing.underwood@bia.gov](mailto:ewing.underwood@bia.gov) or (505) 362-7029.

Attachment

cc: Directorate, Environment and Natural Resources