



Department of the Interior Accident Prevention Bulletin

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Subject: Interagency Aviation Safety Training

Area of Concern: Aviation Training is Mission Critical

Distribution: All Aviation Operations

Discussion: Aviation training is a primary proactive mishap prevention measure that saves lives and enables efficient operations. During the pandemic, most training measures have been sidelined in order to mitigate the spread of COVID-19. Throughout our history, a lack of required training has been cited as a contributing factor in many aviation mishaps. Today, we are approaching a crossroads where we may be normalizing significant risks resulting from the absence of training. Subsequently, the future of in-person learning will include efforts to mitigate the spread of COVID-19 and should be carefully weighed against the risks to which our personnel will be exposed if they fail to receive this critical, proactive mishap prevention measure. Departmental aviation leadership consider aviation training as **mission critical** to the success of operations and the protection of our valued workforce. All managers are strongly encouraged to review training opportunities to prepare for the upcoming field season. **Training is essential to ensuring safety and operational capability.**

The aviation training community has made significant strides in developing tools to support virtual delivery while also establishing guidelines for in-person training where appropriate. These measures are flexible to meet the most current safety guidelines established by the Centers for Disease Control (CDC) and bureau guidelines.

[Policy - Operational Procedures Memorandum \(OPM\)-04:](#)

Bureaus are responsible for ensuring that all employees involved in the use or control of aviation resources receive an appropriate level of aviation safety training. The education and training listed in OPM-04 is the minimum for promoting aircraft mishap prevention awareness and developing operational and management skills. Identification, development, and presentation by bureaus of additional training needs unique to their specific programs is the responsibility of bureau management and shall be accomplished as required. Bureaus shall:

1. Ensure managers provide adequate resources and time for employees and/or those over whom they have operational control (volunteers, cooperators, students, etc.) to effectively perform their jobs in a safe manner.
2. Ensure employees have received required DOI aviation training prior to participating in or overseeing aviation operations.

3. Ensure bureau aviation training instructors are certified per this OPM and comply with required course management processes.
4. Designate bureau aviation personnel to coordinate with OAS Training Branch (OASTB) in the development and implementation of aviation training courses.
5. Provide bureau representation to DOI Executive Aviation Subcommittee (EAS), aviation training workgroups and the Interagency Aviation Training Subcommittee (IATS) as required.

Recommendations:

- Managers review training requirements and schedule required training.
- Supervisors and managers provide adequate time (dedicated to the training) and resources (technology to participate remotely) for personnel to complete training.
- Students must actively engage in the scheduling and learning process.
- Only register for courses that you are going to attend and withdraw in a timely manner if you cannot attend. An empty seat is a lost opportunity for someone else who might be on a waitlist.

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