



MCI POSITION DESCRIPTIONS CONTINUED

HELISPOT MANAGER

Function	Establish a safe Helicopter Landing Zone, make radio contact and direct incoming helicopters, maintain LZ security.
Report To	Operations Section Chief (radio designator " Operations ")
Radio Designator	Your radio designator is " Helispot Manager "
Subordinates	Personnel as needed
Duties & Responsibilities	<ul style="list-style-type: none"> ▪ Obtain briefing from Operations Section Chief ▪ Determine resource needs & request same from Operations ▪ Establish a safe Landing Zone (LZ) area: ▪ 100' by 100' square area, identify the four corners ▪ Flat, hard-packed surface with little debris, wet down area if possible to reduce blowing dust ▪ Remove/secure loose objects ▪ Establish wind direction & speed, utilize 30 second signal smoke ▪ Identify location & height of vertical hazards, especially in the approach & departure paths ▪ Establish radio communications with incoming helicopters via Central Dispatch (primary frequency Fire Green - 154.310 MHz) ▪ Request a tactical channel for helicopter operations. Obtain unit designator of inbound helicopter(s) and obtain ETA ▪ Establish your designator as "--incident name-- Helispot Manager" ▪ Establish direct contact with the inbound helicopter on the Green net (or designated tactical channel) ▪ Request the Helicopter to switch to the assigned tactical frequency ▪ Provide landing instructions. Coordinate the use of signal smoke or LZ lighting as required ▪ Physically indicate the LZ by standing with your back to the wind, at the windward edge of the LZ, with your arms outstretched toward the LZ ▪ Crouch down and cover your face as the helicopter lands ▪ Do not approach the helicopter unless the pilot indicates for you to do so by hand signal ▪ Maintain LZ security ▪ Control entry of medical personnel for loading/unloading of patients ▪ Ensure there are no loose objects on the patient or medical personnel ▪ Keep all personnel clear of tail rotor at all times ▪ No smoking allowed in the LZ ▪ Maintain unit log