



**City of Winchester
Fire & Rescue Department
STANDARD OPERATING PROCEDURE**



Section:	Operations	SOP:	7.11
Subject:	Helicopter Landing Zone Operations	Executed:	April 6, 2015
		Revised:	
Approved:			
 Allen W. Baldwin, Fire Chief			

SCOPE

To provide operational guidance to all public safety personnel when establishing helicopter landing zones at various locations in and around the City of Winchester.

PURPOSE

During emergency and non-emergency activities that require the use of helicopter support, the following guideline has been established to assist public safety personnel in communicating and setting up safe landing zones for pilots.

LANDING ZONE SETUP

To establish a safe landing area a helicopter requires a landing zone (LZ) that is approximately 100' by 100' (approximately 30 large steps on each side) and on level ground that has less than an 8-degree slope. The landing zone should be marked with one flare in an upwind position.

The landing zone and approach/departure path should be clear of overhead wires, towers, vehicles, people, and loose objects such as gravel from parking lots. See Appendix A for pre-determined landing zone areas in the City of Winchester and close proximity.

SAFETY CONSIDERATIONS

The following safety considerations should be considered when managing a helicopter operation:

- During night operations, **NEVER** shine a light into the pilot's eyes during landing or takeoff while the aircraft is running on the ground. Keep emergency lights on all response apparatus.
- Do not approach a helicopter unless escorted by the flight personnel.
- Allow the helicopter crew to direct the loading on board of a patient.

- Keep all traffic and vehicles 100 feet or more distant from the helicopter.
- Do not permit smoking within 200 feet of the aircraft.
- Be aware of the danger areas around helicopters.
- **NEVER** walk around the tail rotor area.

COMMUNICATIONS

Making request for helicopter resources should be coordinated through the Winchester ECC and the latitude/longitude information of the landing zone conveyed. The ECC can establish radio communications to the pilots that will be needed to describe the landing zone location and features such as terrain, major landmarks (streets, buildings) and any type of obstructions nearby such as overhead wires or trees. The following is an example of how to convey latitude and longitude coordinates:

78° 11' 12.026" W (78 degrees, 11 minutes, 12.026 seconds, West)
 39° 11' 54.902" N (39 degrees, 11 minutes, 54.902 seconds, North)

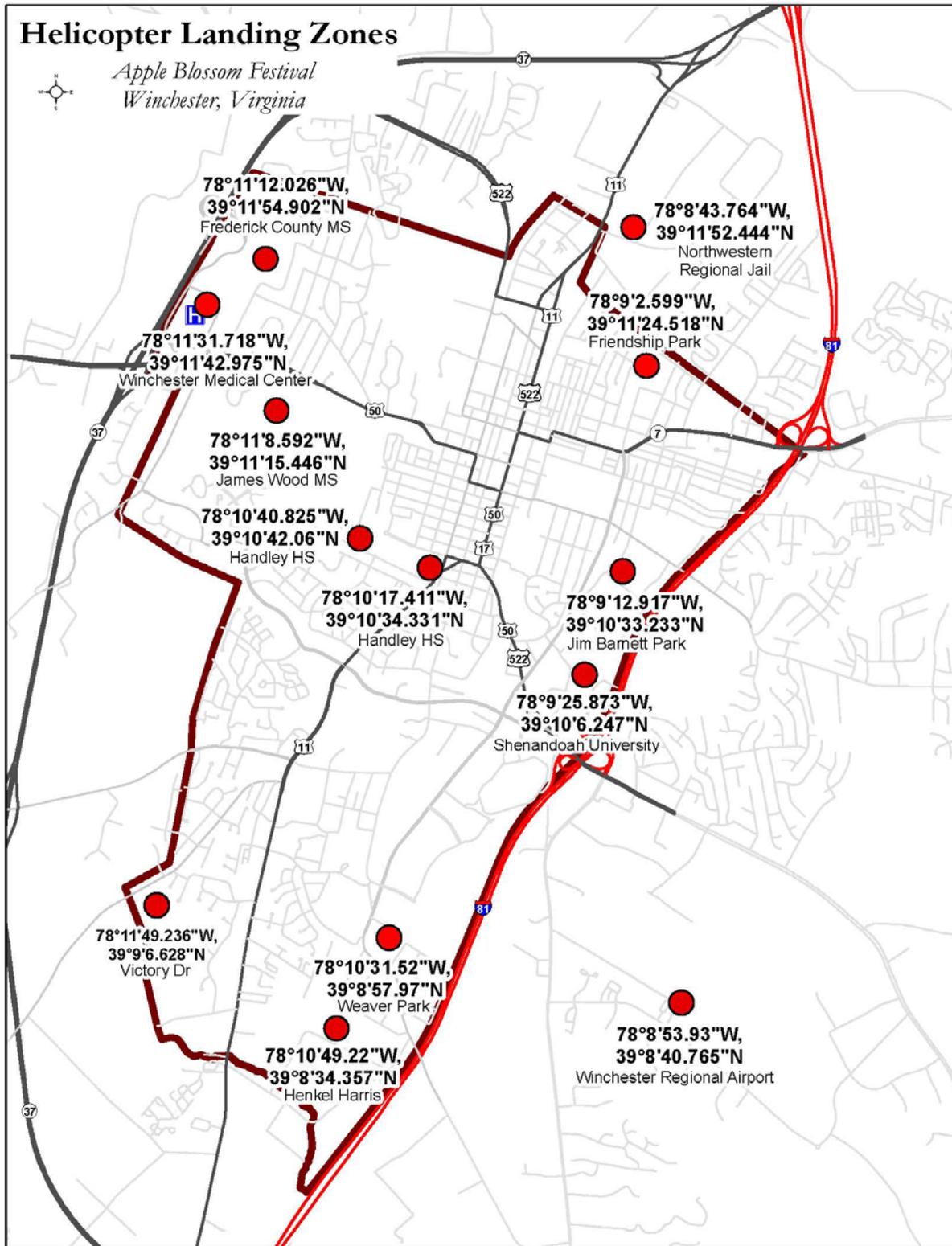
Note: PHI Air Medical 4 and Fairfax County helicopters maintain communication capabilities with the City of Winchester frequencies for police and fire. Once their services are requested, the pilots will make contact with the ECC to gain direction for ground crew communications.

DESIGNATED LANDING AREAS

The following landing zones have been established at various locations in and around the City to assist in incident/event needs. An index as well as detailed locations maps is provided for reference:

Landing Area	Location	Appendix
City Designated Landing Zone Index	-	A
Frederick County Middle School	Football Field	B
Friendship Park	Soccer Field	C
Handley High School	Band Practice Field	D
Handley High School	Football Practice Field	E
Henkel Harris	Field	F
James Wood Middle School	Football Field	G
Jim Barnett Park	Football Field	H
Northwestern Regional Jail	Field	I
Shenandoah University	Soccer Field	J
Victory Church	Front Entrance Field	K
Weaver Park	Field	L
Winchester Medical Center	Heliport	M
Winchester Regional Airport	Field	N

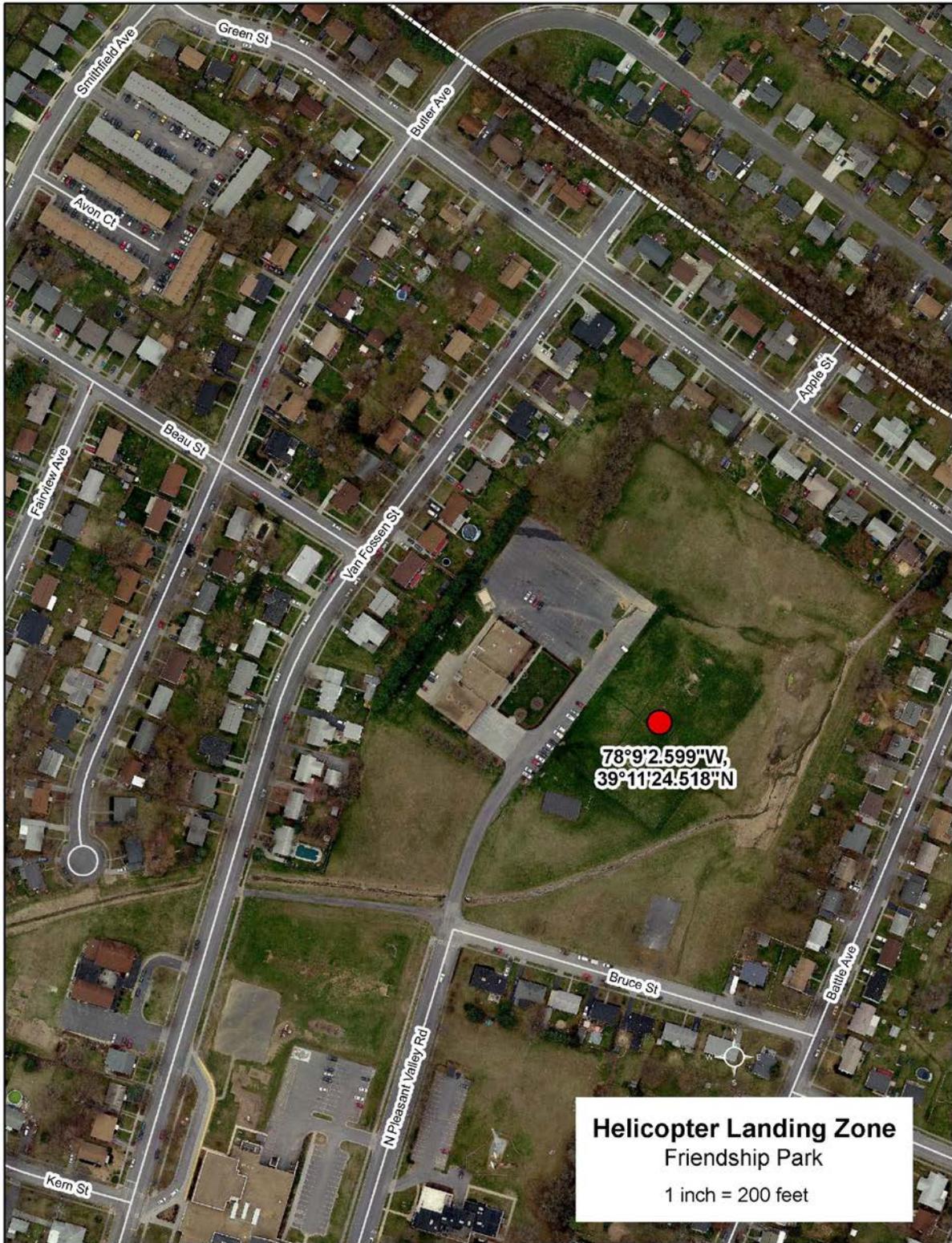
APPENDIX A



APPENDIX B



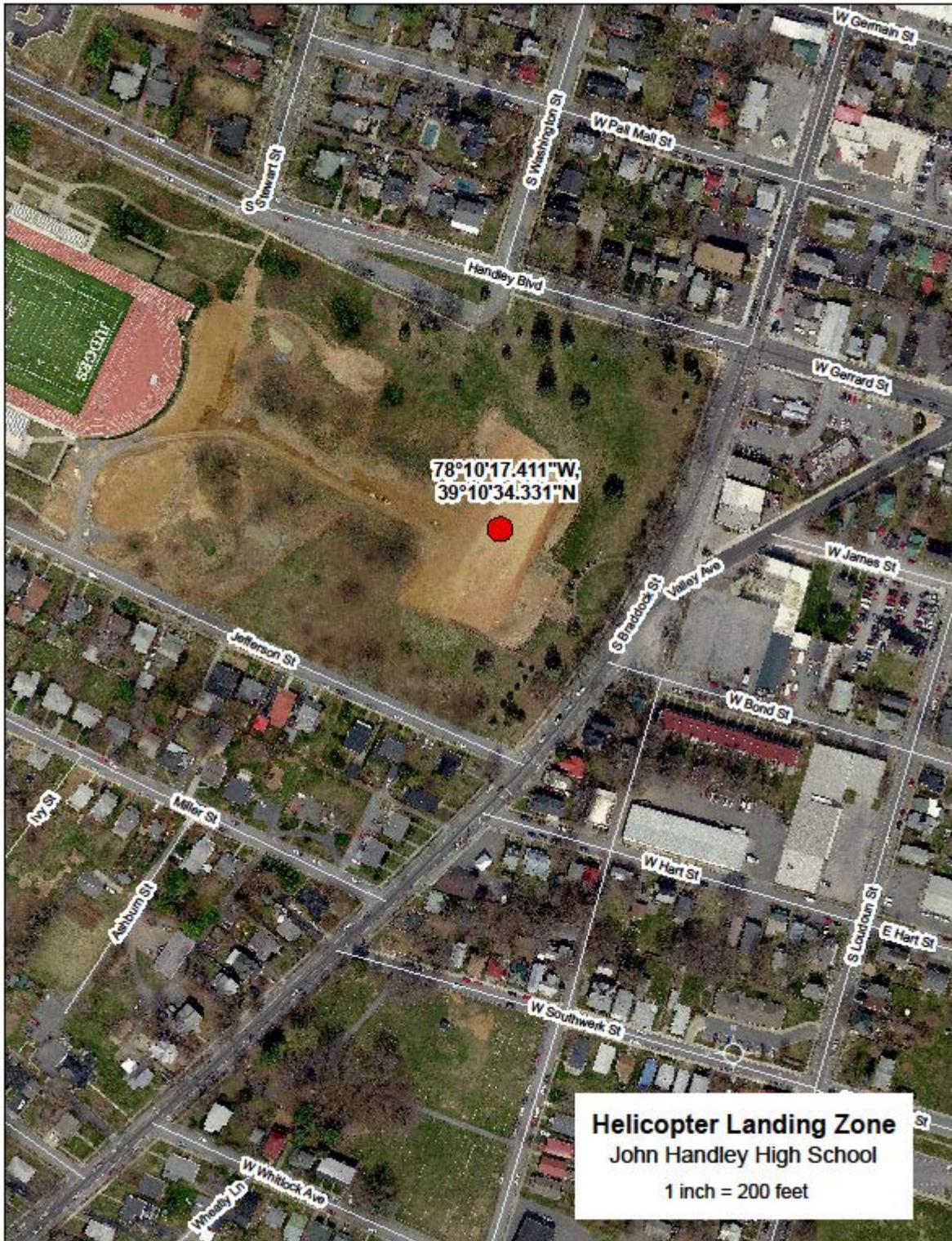
APPENDIX C



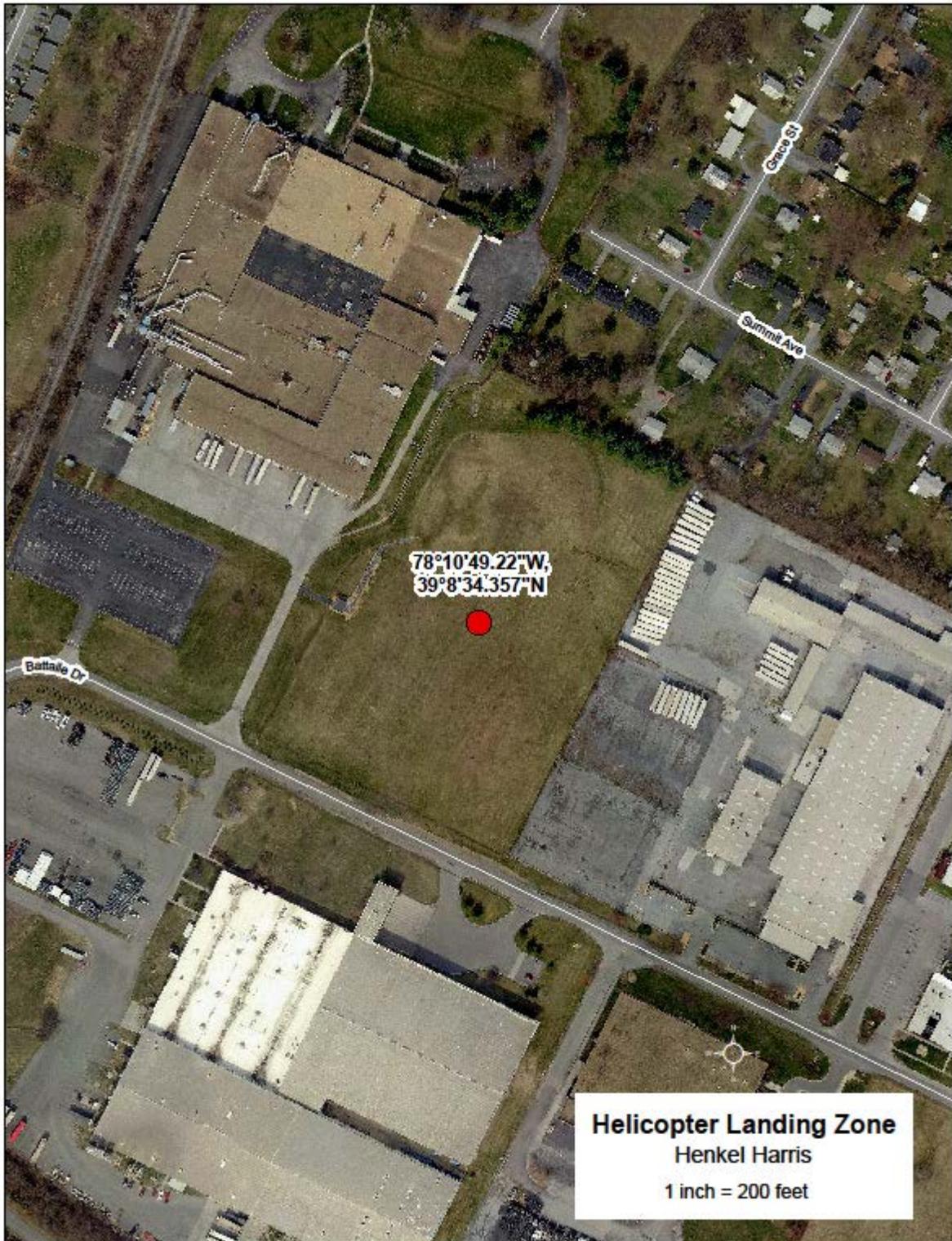
APPENDIX D



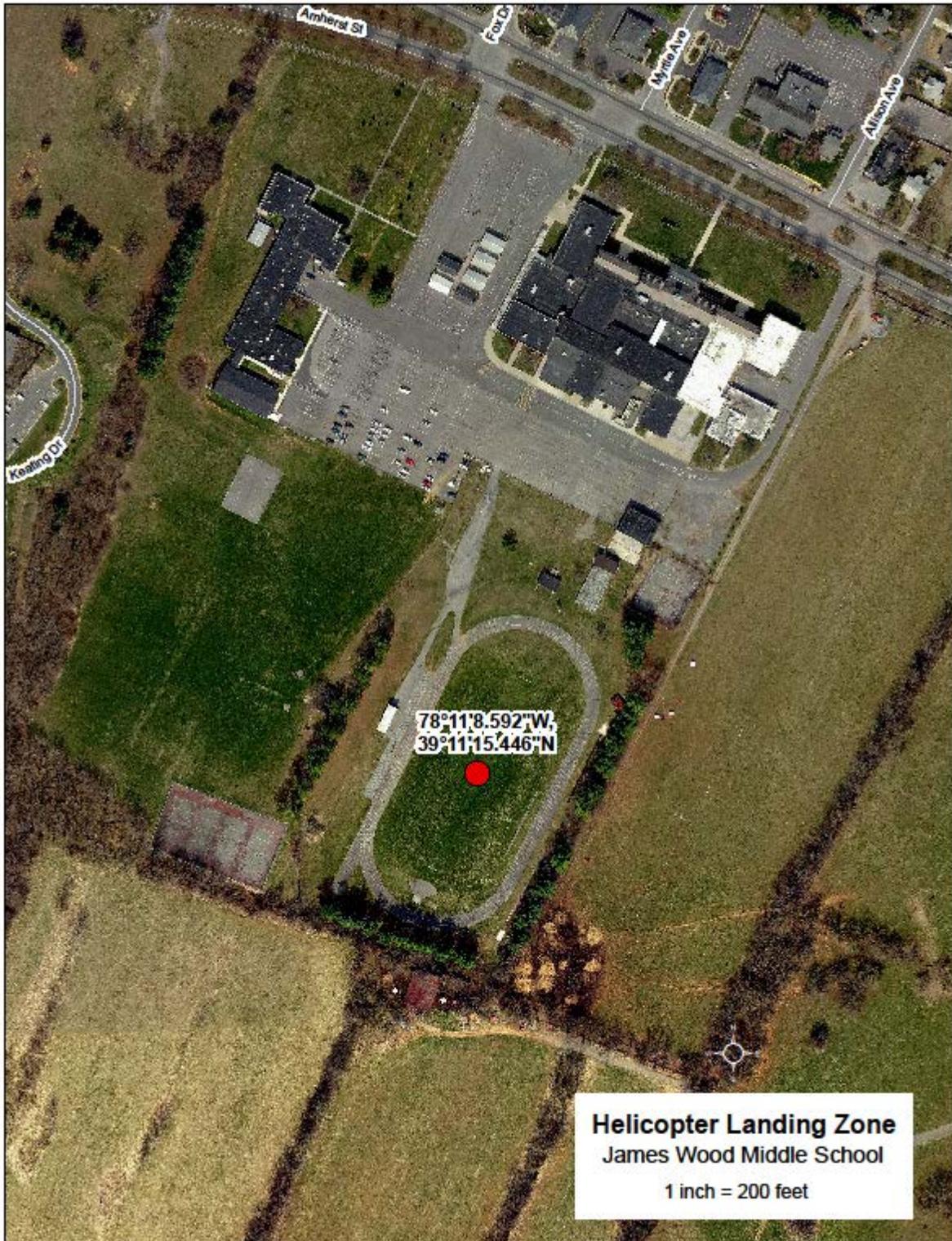
APPENDIX E



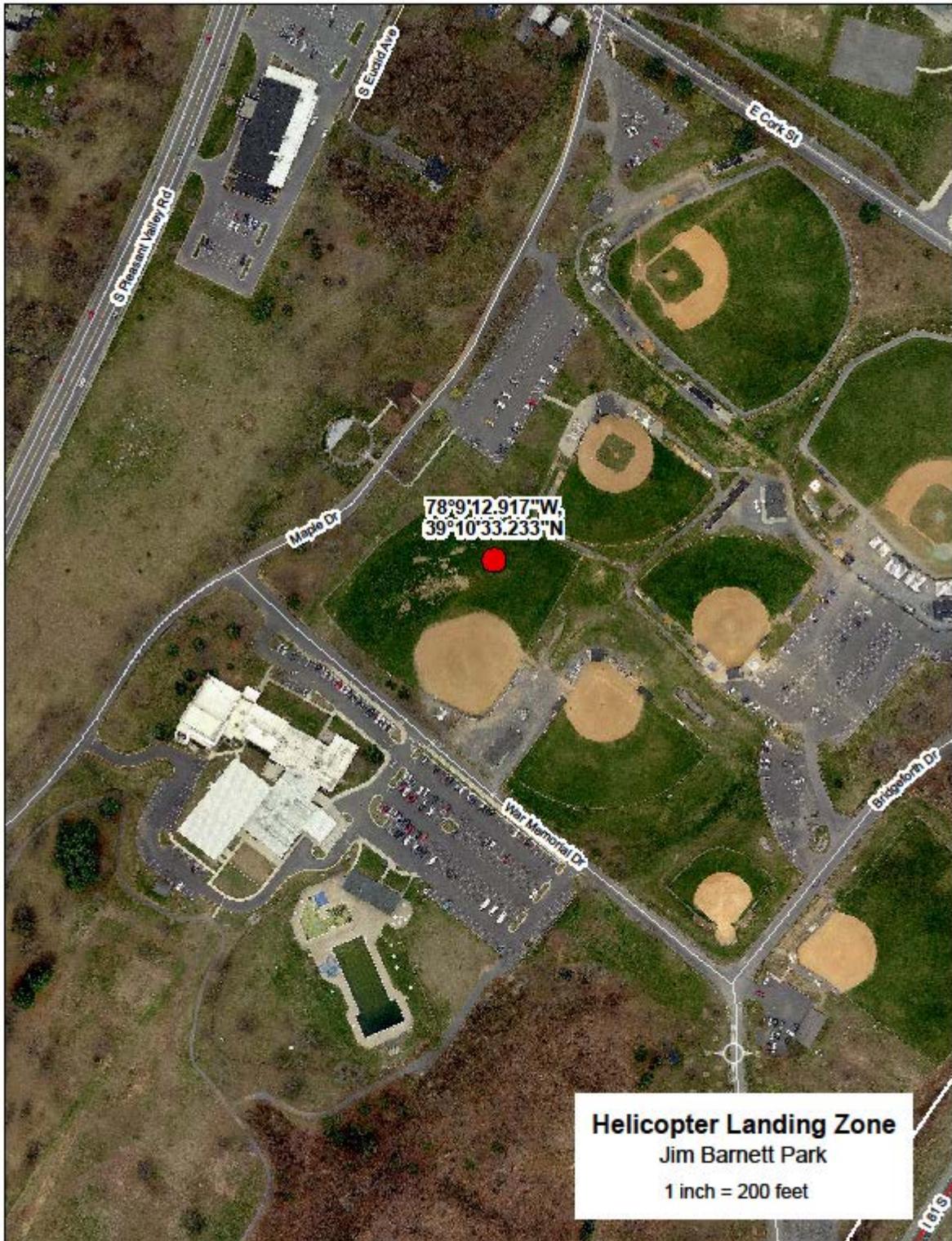
APPENDIX F



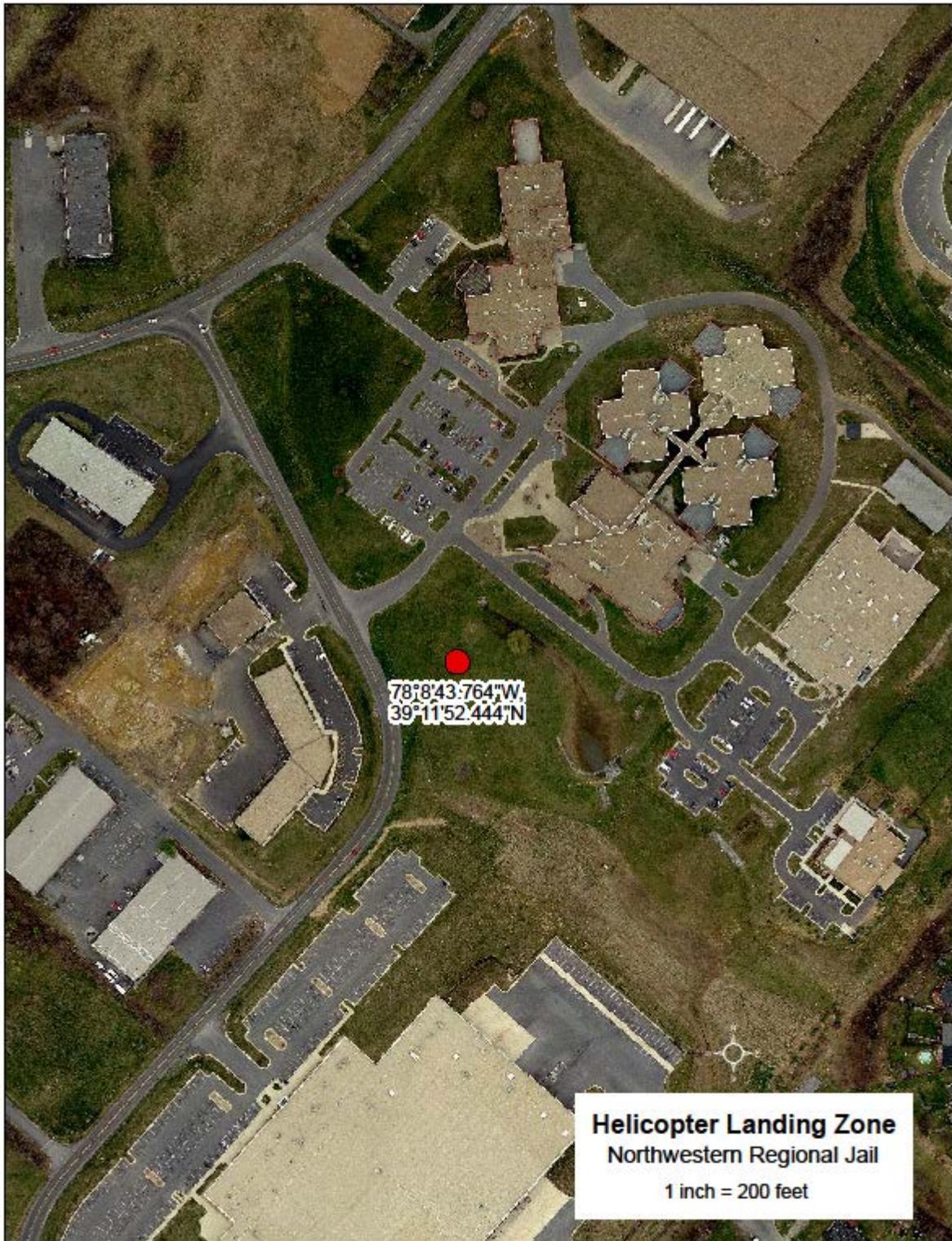
APPENDIX G



APPENDIX H



APPENDIX I



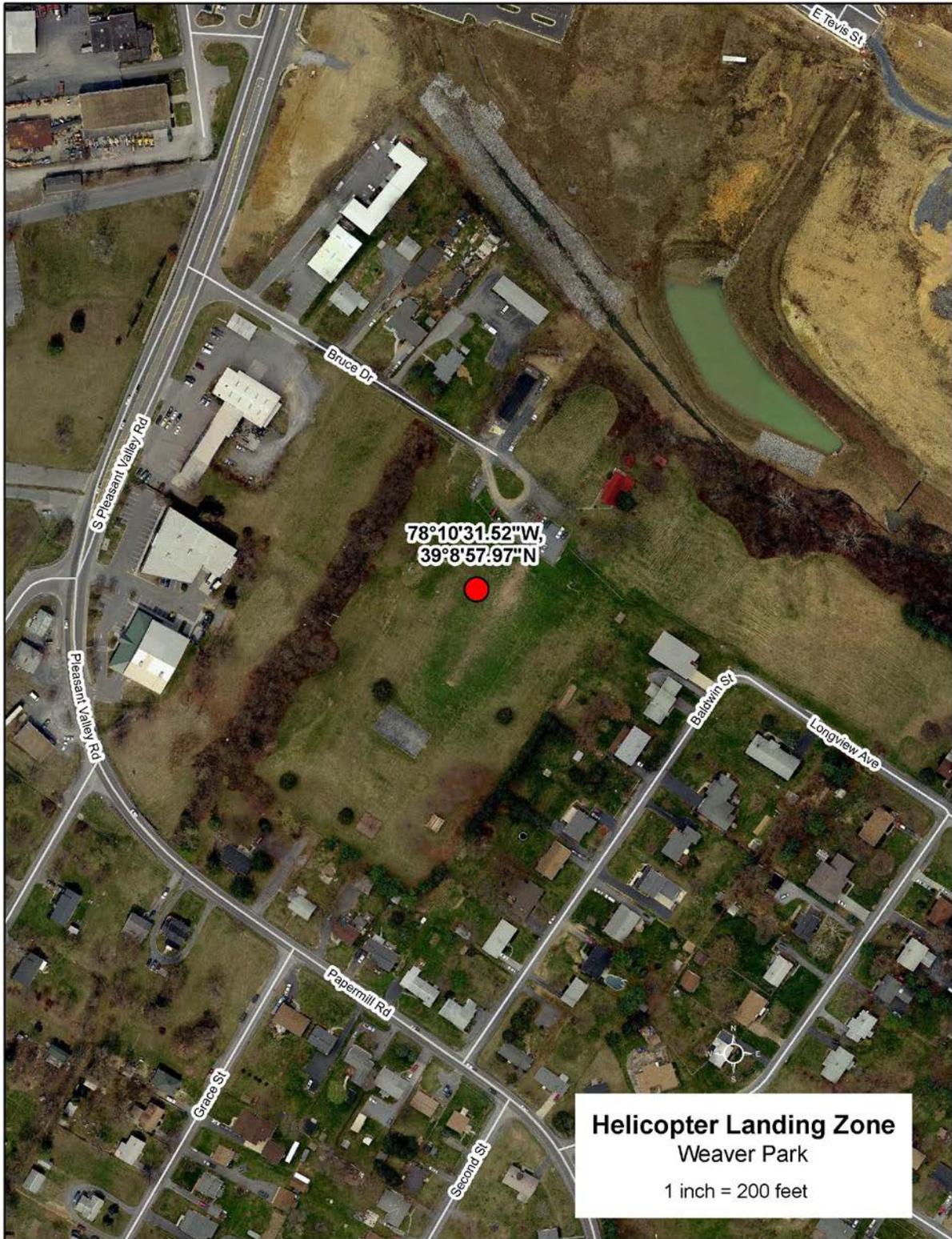
APPENDIX J



APPENDIX K



APPENDIX L



APPENDIX M



APPENDIX N

