



APPLETON AIRPORT

I N T E R N A T I O N A L

AIRPORT WILDLIFE HAZARD MANAGEMENT PLAN (WHMP)

ABE WEBER
AIRPORT DIRECTOR

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PURPOSE

The purpose of this plan is to provide guidance to Appleton International Airport: Airport Public Safety (APS) and Airport Operations personnel responding to wildlife hazards at Appleton International Airport (ATW). A wildlife hazard exists when wildlife of size and/or number is observed to have access to any airport flight pattern or movement/non-movement area and is capable of causing damaging collision with aircraft, and/or where there is a threat of loss of life, property or serious injury. This plan has been developed in accordance with the requirements outlined in Part 139 of the Federal Aviation Administration Regulations (FAR), and has been approved by the Outagamie County Regional Airport Director. Coordination has been accomplished with those individuals and agencies tasked in this plan.

It should be remembered that no guide, regardless of the detailed care that goes into its preparation, can be substituted for the exercise of common sense in any given situation. It is not intended to cover all situations that may arise, but is to provide a general plan to be followed by participating units. If any situation arises that is not covered by this plan, the Airport Director has authority to direct responsive measures as they may deem necessary.

Suggested changes to this plan are welcome and should be submitted in writing to:

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INTRODUCTION

For Part 139 Certified Airports, Federal Aviation Regulations require that a Wildlife Hazard Management Plan (WHMP) be developed and implemented whenever it is determined that wildlife exists on or near the airport and has caused or has the potential to cause damage or compromise the safety of aircraft and air carrier operations. An assessment of wildlife activity was completed for Appleton International Airport in 2006 and it has been determined that a need exists to implement a Wildlife Hazard Management Plan.

This plan and its implementation provide the basis for compliance with FAR Part 139.337 titled “Wildlife Hazard Management.”

I. Authority and Responsibility for Implementing the Wildlife Hazard Management Plan (WHMP)

1. Per FAR 139.337 (f) (1) the authority and responsibility to implement the Wildlife Hazard Management Plan (WHMP) is delegated to personnel currently employed at the Appleton International Airport. Their positions and duties under the Wildlife Hazard Management Plan are as follows:

A. Airport Director

i. Primary authority over the Wildlife Hazard Management Plan (WHMP).

B. Airport Public Safety – Chief

- i. Provide resources necessary to support the provisions of the WHMP.
- ii. Direct Airport Public Safety and Airport Operations personnel in removal/harassment procedures.
- iii. Direct appropriate wildlife control measures as necessary
- iv. Review and renew permits as necessary.
- v. Solicit the services of contractors/vendors to supplement the WHMP.
- vi. Review and submit the Annual Report Form/Depredation Permit with the United States Department of the Interior– U.S. Fish and Wildlife Service and State and Local agencies as required (Attachment A).
- vii. Review FAA Forms 5200-7 submitted for wildlife strikes.
- viii. Establish Annual Recurrent Wildlife Training per FAR 139.337 (f) (7)
- ix. Establish Annual Firearm and Pyrotechnic Training.
- x. Direct the issuance of NOTAMS as required.
- xi. Approve or designate appropriate individuals to approve lethal action when necessary.

C. Airport Public Safety and Airport Operations

- i. Take necessary actions to eliminate and/or disperse wildlife hazards as they occur and record actions taken on the “Wildlife Hazard Control Report” form.
- ii. Report to ATCT wildlife activity that may pose an imminent danger to aircraft that are taxiing, departing, or arriving at ATW.
- iii. Complete and submit reports containing wildlife activity on the “Wildlife Hazard Control Report” Form or FAA Form 5200-7 “Wildlife Strike Form” (Attachment B) to the appropriate record keeper in Airport Administration and Airport Public Safety. Report appropriate entries for the Daily Operations Log and Daily Safety Inspection Log as required.

D. Airport Public Safety

- i. Coordinate with regulatory agencies on all wildlife control activities, including obtaining necessary permits for wildlife from Federal and State agencies.
- ii. Ensure adequate supplies used in dispersing wildlife are available.
- iii. Complete the United States Department of the Interior – U.S. Fish and Wildlife Service Annual Report Form/Depredation Permit, and submit the report to the Airport Director for approval and signature.
- iv. Review and update the WHMP as necessary.
- v. Take necessary actions to eliminate and/or disperse wildlife hazards as they are reported and record actions taken on the “Wildlife Hazard Control Report” form.
- vi. Initiate pro active control and harassment efforts to prevent wildlife hazards on the airfield, especially during migration seasons.
- vii. Respond and take appropriate action to wildlife strikes as necessary when reported by the ATCT, pilots and other personnel.
- viii. Report for the Daily Operations Log and Daily Self Inspection, wildlife strikes involving known and unknown aircraft, sightings of wildlife on the Airfield, and any significant wildlife activities observed on or near the airport. Complete reports of wildlife strike events as they occur including the submission of FAA Form 5200-7.
- ix. Report to ATCT wildlife activity that may pose an imminent danger to aircraft that are taxiing, departing or arriving at ATW.
- x. Submit work requests to Airport Operations for items that need correction to control wildlife (i.e. perimeter fence and gate damage, inlet/catch basin repairs and drainage).
- xi. Ensure that Work Orders for items that need correcting to control the movement of wildlife (i.e. perimeter fence and gate damage, inlet/catch basin repairs and ponding water) are completed in a timely manner.
- xii. Conduct physical inspections of the airfield and fencing for wildlife hazards, habitat and access points.
- xiii. Issue NOTAMS as required.
- xiv. Identify nesting and burrowing areas with position identifiers for Airport Operations and Airport Public Safety to take elimination actions if needed.
- xv. When notified of wildlife hazards on or near the airport, contact the on-duty Airport Operations Supervisor and the Airport Security Coordinator and brief them of the situation at hand.
- xvi. Log all wildlife activities in the daily log and fill out the appropriate wildlife log.

E. Air Traffic Control Tower – FAA

- i. Report to pilots who are taxiing, arriving, departing or transitioning through ATW airspace any significant wildlife activity observed or reported to ATCT by airport personnel or pilots.
- ii. Advise Airport Public Safety of significant wildlife activity that is observed on the airfield by ATCT or pilots that may pose an imminent danger to pilots arriving or departing at ATW.
- iii. Complete the FAA-5200-7 Wildlife Strike Form when applicable and provides a copy to Airport Public Safety.

F. Airport Operations

- i. As directed by the Airport Operations Supervisor, provide assistance with the removal and disposal of wildlife that have been hit on the airfield or the public roadway system. Wildlife found dead within 200 feet of the centerline of any runway or taxiway will be reported as a wildlife strike and appropriate paperwork filled out and submitted to Airport Public Safety.
- ii. Respond to work order requests concerning wildlife issues submitted by Airport Public Safety and the Airport Operations Supervisor.
- iii. Provide personnel to assist in implementing wildlife control measures.
- iv. Contact Airport Public Safety or the Airport Security Coordinator when hazardous species of birds/waterfowl or other wildlife is observed on or near the airport.

G. Airport Administration

- i. Provide assistance with public relations and news media interviews concerning wildlife issues. All information will be reviewed with the Airport Director for accuracy.
- ii. Provide plans of proposed construction to the Airport Director to review for input on design that may attract wildlife.

2. Pest Control

- A. ATW will contract with certified pest control service providers to provide service to clean out and control rats, mice, roaches, weevils, bed bugs, lice, fleas, ants, silverfish, mosquitoes, termites, wasps, crickets, spiders, bees, mites, carpet beetles, flies and moths within Airport buildings and the exterior of some buildings if applicable.

II. Population Management, Habitat Modifications and Changes in Land Use

1. Proper maintenance and awareness of facilities including land on or near the airport that attracts wildlife can reduce the numbers and types of wildlife that impact airport operations. Proposed projects are reviewed following the guidance provided in Advisory Circular (AC) 150/5200-33 Hazardous Wildlife Attractants on or Near Airports, Certification Bulletins and Cert Alerts. Land use on and around the airport is carefully monitored to ensure that such facilities do not create wildlife attractants. To the extent practicable prior to significant tree removal the ATW will take measures to prevent disturbing environmentally sensitive species that are not included in the Federal Permit listed in Attachment A. Population control is utilized in conjunction with other wildlife management efforts when wildlife attractant and habitat management and harassment efforts are not adequate to deter species populations that are a threat to aviation.
2. Wildlife Population Management Efforts
 - A. The threat of large mammals on the airfield has been largely minimized through the installation of upgraded wildlife control fencing; therefore, population control at ATW is largely concentrated on eliminating waterfowl and other hazardous species from the airfield and runway approach and departure areas. The Airport holds the necessary permits to take large waterfowl and migratory birds of sufficient numbers. Methods of harassment to deter residence and population control especially in the spring nesting/breeding period and again during the fall migration period are utilized. Permit numbers are adjusted on an annual basis or as needed when conditions change.
3. Habitat Modifications
 - A. Completed Habitat and Airfield Modifications to include:
 - i. 2010
 - a. Planting of approximately 500 acres of wildlife deterring fescue over previous farm fields inside the perimeter fence.
 - ii. 2009
 - a. Replace perimeter fence with 10' chain link plus three strands of barb wire.
 - iii. 2006
 - a. Removed multiple roost trees from the West end, South end and East end of the airfield.
 - b. Constructed a new perimeter road around the airport.
 - c. Removed a large grove of trees from the N/W side of the airfield.
 - d. Added a stone shoulder around perimeter road at the edge of fence line.
 - iv. 2005
 - a. Removed a significant roost tree on the airfield adjacent to the R/Ws.
 - b. Removed some old farmstead properties from the airport property.

- v. 2004
 - a. Replaced airfield perimeter fencing on the two sides of the Airport with a 10 foot fence plus 3 strands of barbed wire on top and two feet of buried fabric at the base to increase protection from deer attempting to jump the fence while at the same time alleviate problems with animals burrowing under the fence.
 - b. Removed some old farmstead properties and silos from airport property.

B. Proposed Habitat Modifications

- i. Continue harvesting trees away from the perimeter fence to maintain integrity of the fence line as a barrier to wildlife and eliminating trees growth along waterways to eliminate habitat.
- ii. Elimination of additional stands of tall roost trees on Airport property.
- iii. Investigate eliminating wetland mitigation sites around the airport area.
- iv. Installing a bio-filter for storm water run-off purposes. Future storm water run-off will then be handled by bio-filters.

4. Current Procedures for Land Use Changes

- A. Outagamie County Zoning and Planning Offices work with Airport Administration to review the design of new development and land use on or near the airport in an attempt to guard against projects which could attract wildlife.
- B. Where practical, habitat modifications are implemented by Airport Operations or are specified during the design phase and the construction of new development.

5. On-going efforts to reduce wildlife hazards by land use changes include but are not limited to:

- A. Construction design plan review (as mentioned above).
- B. Discouraging agricultural land use on or near airport property.
- C. Prohibit new permanent or detention ponds near the airport property within the guidelines established in A/C 150/5200-33A and Outagamie County Ordinances.
- D. Outagamie County Zoning actively objects to standing water around the airport area.
- E. Encourage constructing of concrete ditches on or near the airfield to enhance water runoff, reduce erosion and prevents additional vegetation that promotes wildlife habitats.
- F. Modify buildings and surrounding spaces to control birds and other wildlife.
- G. Discourage storm-water detention ponds on airport property and work to reduce ponding caused by poor draining in areas located on the airfield. If storm water detention is necessary then retention ponds should be installed that hold water no longer than 48 hours during 100 year flood incidents.

6. Tree Trimming Program

- A. Removing trees and brush near water sources significantly reduces the number of birds that roost within the airport surroundings. By removing these trees the bird's protective cover will be reduced thereby encouraging birds to look elsewhere for nesting and roosting sites.

7. Grass Height Management

- A. When possible, grass height is maintained between seven and fourteen inches.
- B. Flocking birds (i.e., starlings) tend to remain clear of these grass areas because they are unable to watch for predators.
- C. Rodent populations are reduced, thus decreasing the available food for raptors and other predators.
- D. Escape and resting cover for deer and other mammals is reduced.
- E. Maintaining grass heights between seven and fourteen inches prevents seed development and reduces food available to rodents and birds.
- F. New plantings of grass will be seeded with fescue varieties recommended by USDA, APHIS and wildlife service's to reduce seed development and palatability to wildlife and decrease diversity of vegetation on the airfield.

III. Federal, State and Local Permits

1. Permits have been acquired for Wildlife Hazard Management at ATW. These permits allow for the taking of certain mammals and birds in addition to the authorization to discharge firearms within the city limits. Each permit is reviewed periodically for additions and/or deletions and revised to provide the maximum effort and ability to control/manage wildlife hazards.
2. Listed below and included in Attachment A are current permits that have been obtained by the ATW for wildlife hazard management.
3. List of Permits:
 - A. Department of the Interior U.S. Fish and Wildlife Service
 - i. Migratory Bird Treaty Act Federal Depredation Permit
 - B. Wisconsin Department of Natural Resources – Division of Wildlife
 - i. Authorization for Shooting & Lethal Trapping
 - ii. Deer Damage Control Permit
4. Each permit has periodic reporting requirements which are closely adhered to by the airport. Any additional permits/authorization will be obtained as necessary.
5. Airport Public Safety maintains all required permits in the Chief's office. The above mentioned permits are renewed annually or as dictated by the issuer until they are deemed no longer necessary or revoked.

IV. Identification of Resources

1. The effective implementation of the Wildlife Hazard Management Plan is dependent upon adequate resources. Airport Operations and Airport Public Safety are properly trained to recognize hazards and take proper and effective action. Equipment and supplies for wildlife harassment are available in sufficient amounts and kept in the vehicles which are used for airfield, perimeter and wildlife inspections on a daily basis.
2. Airport Public Safety
 - A. Airport Public Safety consists of personnel providing 24 hours a day coverage, 365 days a year. Furthermore, Airport Operations and Airport Public Safety both assist in airfield/perimeter and wildlife inspections and take the appropriate action when the wildlife hazards are observed.
 - B. Airport Public Safety and Airport Operations will follow the SOG on Wildlife Hazard Management procedures at all times.
3. Outside Agencies
 - A. In addition to Airport Public Safety and Airport Operations, it is recognized that resources outside those of the Airport are vital to effectively and thoroughly addressing wildlife concerns and issues. The Airport seeks the services of the following agencies to help support the Wildlife Hazard Management Plan.
 - i. Federal Aviation Administration, Airports Division
 - ii. Office of Airport Safety and Standards
 - iii. Airport Safety and Compliance Branch
 - a. The Airports Division, Safety and Standards Branch provide guidance in interpreting and implementing the provisions of Federal Aviation Regulations, Part 139. Federal Aviation Administration (FAA) Certification Inspectors, during annual inspections, assists the Airport Operator in identifying and correcting deficiencies in complying with sections of Part 139. The Certification Inspector has access to methods and techniques of Wildlife Hazard Management which have proven successful at other airports. The benefits derived from this information can be invaluable in achieving an effective wildlife program.
 - iv. Wisconsin Department of Natural Resource (WDNR)
 - v. United States Department of Agriculture (USDA)
 - vi. Animal and Plant Health Inspection Services (APHIS)

- vii. Wildlife Services (WS)
 - a. A valuable resource for the Airport Authority is the USDA, WS and the WDNR. Local representatives from these agencies are familiar with the requirements of Federal Aviation Regulations, Part 139.337. Officials work closely with Airport personnel to identify wildlife species, habitats and migratory patterns. Their knowledge of wildlife and tested management procedures and methods helps the airport determined an effective means of wildlife management.
Additionally, once a training curriculum is approved, USDA, WS personnel will be conducting training for Airport Operations personnel per FAR 139.337 (f) (7) and Advisory Circular AC 150/5200-36.

4. Equipment/Supplies

- A. Airport Public Safety and Airport Operations Vehicles
- B. Ground Control Radios, Operations Radios, Telephones
- C. Hand Held Pyrotechnic Pistols with Bangers and Screamer Shells
- D. 12 Gauge Shotguns – Live Ammunition and Exploding Shell Crackers
- E. 7 mm-08 Deer Rifle and Live Ammunition
- F. Live Animal Box Traps
- G. An Annual Operations Budget for Wildlife Supplies and USDA Annual Training Class
- H. Budgeting Process for Purchase and/ or Replacement of Equipment Such as Vehicles and a New Cannon

V. Procedures to be Followed During Air Carrier Operations

1. APS and Airport Operations perform inspections on the airfield and perimeter areas on a daily basis. Wildlife inspections are conducted as frequently as necessary, depending on the time of year, to eliminate hazards. Airport Operations and APS are contacted by ATCT when wildlife is observed or is reported by pilots. At all times during wildlife removal operations both APS and Airport Operations must be in communication with ATCT. If a vehicle equipped with an air traffic control radio is departed by an individual involved with wildlife dispersal operations, ATCT must be notified of that action prior to departure of the vehicle. Should the wildlife be sufficient in number or size to pose a significant hazard on the airfield, the affected area will be closed until the hazard is eliminated. APS and Airport Operations have the responsibility and discretion to determine the best method to eliminate wildlife hazards. Any closures are coordinated with ATCT. All wildlife inspections/patrols and any action taken are reported in the APS Daily Log, the Daily Safety Inspection, and Wildlife Hazard Control Report forms are completed as necessary.

2. In addition to specifications stated in Federal Aviation Regulations Part 139.329, Ground Vehicles, all vehicles used for airfield inspections are equipped with a radio and cellular telephone communications for rapid dissemination of information and coordination in the event that a wildlife hazard is observed. All vehicles are equipped with yellow beacons and/or other means of identification in accordance with the Airport Driving Rules and Regulations while operating on the airfield. Equipment and materials are kept in each vehicle to provide the operator with several methods of harassment/control if deemed necessary.

3. Airport Public Safety is authorized and responsible for determining if a wildlife hazard exists on the airfield or airport perimeter and the subsequent implementation of lethal or non-lethal control measures. For purposes of this procedure, a wildlife hazard exists to aircraft operations when the following pertains:
 - A. Wildlife of size, or in number, is observed to have access to any airport flight pattern or movement/non-movement area and is capable of causing damaging collision with aircraft, and/or where there is a threat of loss of life, property or serious injury.

VI. Designation of Personnel Responsible for Implementing the Procedures

1. Airport Public Safety – Chief

- A. The Airport Public Safety Chief is responsible for the direct oversight of the Wildlife Hazard Management Plan. He/she is also responsible for developing procedures and ensuring compliance with Federal Aviation Regulations Part 139.337.

2. Airport Public Safety

- A. APS provides coverage 24 hours a day, 365 days a year. Airfield inspections are performed routinely during shifts and with increased frequency during certain times of the year when wildlife activity is high or as needed as wildlife issues are encountered. APS has authority to initiate immediate action to mitigate wildlife hazards. APS is also supported by personnel from Airport Operations.

VII. Wildlife Inspections

1. APS and Airport Operations conduct airfield, perimeter and wildlife inspections. These inspections include all airfield-paved areas and safety areas to ensure compliance with FAR Part 139.327 and for the presence of wildlife that may be a hazard to aircraft movement.
2. Periodic perimeter fence inspections are conducted by personnel to ensure the fence is secured. These inspections also include identifying any animal digs that are located under the fence, and ensuring that perimeter gates are tightly secured to prevent animal access. In addition, personnel will take appropriate actions to reduce any other observed wildlife activity. All such findings will be documented in the shift log entry.
3. APS is also required to respond to calls received from ATCT to disperse or retrieve wildlife from the runways and adjacent areas.
4. In addition to APS or Outagamie County Sheriff's Department may also be contacted to respond for the following:
 - A. Domestic or wildlife animal bites.
 - B. Domestic dog at large.
 - C. Wild or domestic animal that is sick or injured.
 - D. Wild or domestic animals at large in a building

VIII. Wildlife Hazard Control Measures

1. Non-Lethal control of wildlife hazards at ATW

- A. For the purpose of this procedure the non-lethal control shall be the utilization of approved pyrotechnic devices and other devices as authorized by the Airport Director for harassment purposes to eliminate wildlife hazards to aircraft operations. Ammunition for non-lethal control shall be Screamer and Exploder type devices. Propane Cannons can be placed in wildlife hazard problem areas with a focus on Runway Approach and Departure zones and can be moved to other areas of the Airport deemed necessary by Airport Operations. All applicable Federal/ State Wildlife Permits and local ordinances governing the handling, use and discharge of firearms within Outagamie County shall be closely followed.
- B. Notification of Wildlife Harassment:
 - i. Prior to discharging the firearm(s), the Airport Security Coordinator or Communications Center shall be notified of the action being taken and the location on the airfield. The Communications Center will then log the activities that follow, what type of wildlife and location of wildlife. A call will also be placed to the Communications Center when harassment is concluded and again the Communications Center will log all pertinent information.

2. Lethal control of wildlife hazards at ATW

- A. For the purpose of this procedure, lethal control shall be the utilization of the Remington Model 870, 12 gauge shotgun or 7 mm-08 deer rifle. No other firearm shall be used unless authorized by the APS Chief or Airport Director. Authorization to shoot nuisance animals is given by the APS Chief or Airport Security Coordinator. Before authorization is granted the requestor shall provide; type of animal(s), type of threat or hazard, location, affected flight pattern or movement or non-movement area and all other methods of harassment attempted to mitigate the threat(s). In the event that prior authorization cannot be obtained during circumstances which warrant immediate lethal control, APS shall be informed of the actions taken at the earliest opportunity. The date and time APS granted authorization or was advised of the action taken shall be noted on the report mentioned herein.
- B. This procedure shall be in accordance with all applicable Federal and State Wildlife Permits and local ordinances governing the handling, use and discharge of firearms within ATW. Permits/Authorizations shall be kept current and on file in the APS Chief's office at ATW and available upon request for review.
- C. Pursuant to the WHMP, lethal control by means of shooting nuisance animals shall be limited to areas on the airport property and Chaska Golf Course. Lethal control by means of box traps shall be limited to the Airfield or immediate area adjacent to the Airfield or other areas as determined necessary to prevent and/or control wildlife hazards

3. Shooting of Nuisance Animals

A. Notification of Lethal Control

- i. After determining that lethal control is necessary, a designated shooter shall be notified. The designated shooter shall be briefed of the wildlife hazard and the other methods of control attempted to eliminate the hazards. Prior to the discharge of firearm(s), the APS Communications Center shall be notified of the action taken and the location on the airfield. The Communications Center will then log all actions taken. Upon completion of wildlife control a call will be placed to APS Communication Center stating such. The Communications Center will then make an entry in the daily log and complete a wildlife report.

B. Designated Shooters

- i. Any individual to be considered as a designated shooter shall provide statements of qualification and experience. Experience shall include, but not be limited to the following and shall be considered as criteria for selection.
 - a. Military/Police experience
 - b. Hunting experience (what type firearm(s) and number of years)
 - c. Hunter/Safety course attended
 - d. Recreational target shooting (what type firearm(s) and number of years)
- ii. Designated shooters for lethal control shall receive the proper firearms training and safety instruction prior to commencing duties under the WHMP.

4. Animal Box Traps

- A. When using box traps, Airport Operations shall be notified so that trap locations will be properly identified to avoid injury or damage to equipment. Target animals captured will be humanely euthanized and buried or incinerated. Non target animals will be released at point of capture. As required by state law, all box traps will be checked at least once every 24 hours.

5. Additional Procedures

- A. In addition to, and in conjunction with, training required under FAR 139.337 (f) (7) where lethal or non-lethal procedures are employed; training by certified instructions shall include, but not be limited to the following areas:
 - i. Instruction on the use of the selected firearm and its characteristics
 - ii. Safe shooting techniques
 - iii. Types of ammunition/application
 - iv. Instruction on hunter safety

- B. Authorization to conduct lethal and non-lethal control measures shall be obtained from those governmental sources which have jurisdiction over wildlife management and the discharge of firearms. Those agencies shall include, but not be limited to the following:
 - i. US Department of the Interior/Fish and Wildlife Services
 - ii. Wisconsin Department of Natural Resources/Division of Wildlife Management

- C. Carcass Disposal
 - i. Carcass disposal shall be in accordance with established procedures when not otherwise required by law. The wildlife carcass must be completely destroyed by burial or incineration or donated to public museums or public scientific and education institutions for exhibition. All deer must be donated and delivered to Cedar Creek Meat Market. Wildlife shall not be kept for personal use, sold, offered for sale or bartered.

- D. Hunting and Trapping
 - i. Legal hunting for game animals or migratory birds and trapping of fur bearing animals may be allowed on airport property only by individuals listed on the Federal Fish and Wildlife Permit. These activities will be conducted safely when they will benefit the airport by removing wildlife hazards to aviation. Those species must be legally taken under proper license and permitting as required by Federal and State laws and is the responsibility of the individual to comply with those requirements and the daily bag limits, if any. Any violations or failure to comply with the above requirements and those implemented by the Airport Director will result in immediate loss of these privileges. Hunting and trapping locations on the airport property will be approved by the Airport Director.

IX. Communications with Air Traffic Control

1. APS and Airport Operations shall immediately notify ATCT when wildlife is observed in a movement area or the runway approach areas that poses a hazard to aircraft operations. Permission for ATCT must be given prior to commencing wildlife control on any/all movement areas and safety areas. All vehicles used for airfield inspections are equipped with a radio and cellular telephone communications for rapid dissemination of information and coordination of mitigation efforts in the event that a wildlife hazard is observed. When exiting a runway, make sure to have the vehicle past the hold short line if wildlife activity needs to be addressed in the close proximity to the R/W area but out of the safety area. As usual always report “off”. If wildlife activity is in the safety area of an R/W you will also need permission to stay in that area to continue wildlife control operations. All wildlife control activities on any R/W, T/W or safety area must be addressed with ATCT prior to commencing wildlife control.
2. If the wildlife hazard requires shooting or non-lethal action to be taken, affected movement areas shall be closed locally through ATCT if a hazard to aircraft exists. Areas to be closed shall be determined by the Airport Operations Supervisor or APS Chief. If the closure is determined to be for an extended amount of time, a NOTAM shall be issued.
3. Airport Operations, APS and ATCT work together to report hazardous wildlife conditions and to take appropriate action as necessary. Airfield patrols are increased during migratory seasons, or when wildlife activity warrants frequent inspections. Fence lines are inspected for openings or damage where wildlife could enter the airfield.

X. Periodic Evaluation and Review of the Wildlife Hazard Management Plan

1. Effectiveness in dealing with wildlife hazards
 - A. Procedures and methods used to mitigate wildlife hazards are continually monitored for effectiveness. Revisions to procedures and the Wildlife Hazard Management Plan are made as necessary to ensure compliance with FAR Part 139 and as local conditions dictate. New methods and techniques for wildlife control are explored. Wildlife seminars will be attended by key Airport staff that is responsible for wildlife control.
 - B. Airport Public Safety and Airport Operations work closely with the USDA, WS and WDNR offices to identify new hazards and/or to review existing efforts recommended by the ecological study. Recommendations are made periodically, as required, to revise existing permits to meet changing needs. (See USDA – Migratory Bird Damage Project Report – Attachment C.) At a minimum, conditions are reevaluated yearly in conjunction with USDA Wildlife Services in preparation for permit renewals and more frequently as needed when circumstances affecting wildlife change.

- C. Selected personnel are appointed to the group and serve at the discretion of the Director of the Airport. The Wildlife Hazard Group consists of the following airport personnel:
 - i. Airport Public Safety Chief
 - ii. Airport Operations Supervisor
 - iii. Airport Security Coordinator
 - iv. Air Traffic Control Tower Manager

- D. The Wildlife Hazard Group will meet on an as needed basis to evaluate the effectiveness of the Wildlife Program and determine need for special operations or actions not included in the WHMP. In addition, the group will meet annually to review the following:
 - i. Previous wildlife strikes
 - ii. Status of habitat modification projects
 - iii. Future airport projects that may affect wildlife
 - iv. Individual wildlife responsibilities and procedures
 - v. Make recommendations and prioritize new habitat modification projects based on previous wildlife strikes and record observations made
 - vi. Any changes needed in the Wildlife Hazard Management Program

XI. Training

1. Annual recurrent training that meets the requirements of FAR 139.337 (f) (7) shall be administered to Airport Public Safety and Airport Operations by USDA Wildlife Service’s Wildlife biologists pursuant to the guidelines of AC 150/5200-36.
2. In addition to, and/or in conjunction with, annual training administered by USDA Wildlife Services, the Airport Public Safety and Operations staff and other personnel with supporting duties pursuant to the airport WHMP shall at a minimum complete training consisting of the following:
 - A. Safety (non-lethal) wildlife harassment
 - i. Designated personnel shall be required to successfully complete recurrent training on the safe handling and discharge of the authorized firearm and their harassment ammunition and safe use of the propane cannon and or other devices used to deter wildlife. During these periods of training, the designated personnel shall receive recurrent instruction on the non-lethal control procedures stated herein. A training syllabus shall be followed for all training classes, and everyone shall receive the following rules of Firearm Safety:
 - a. When not in use, the pyrotechnic devices and ammunition shall be kept secured at all times and protected against unauthorized use and handling.
 - b. The pyrotechnic devices shall be kept unloaded at all times until in the field and ready for use.
 - c. The pyrotechnic devices, when being transported shall be properly secured in a vehicle and protected from sight at all times. The transportation of the firearm(s) shall be in accordance with all State and Local laws.
 - d. Proper eye and ear protection shall be worn when using pyrotechnic devices.
 - B. Shooting of nuisance animals
 - i. The handling and discharge of live/lethal ammunition in firearms shall be performed by designated shooters. Selection of designated shooters will be in accordance with criteria established by the Airport Director. Training shall be provided for all designated shooters. Designated shooters shall be required to successfully complete annual training administered by an experienced qualified firearms instructor on the safe handling and discharge of the authorized firearms. Designated shooters may be authorized for one or multiple approved firearms; each designated shooter must complete annual training for the type of firearm(s) they are authorized to use. The annual training shall include firearm nomenclature, disassembly/assembly and proper care of the authorized firearm. During these periods of trainings, the designated shooter shall receive recurrent instruction on the lethal control procedures stated herein, selection of proper firearm and ammunition for the circumstances and the proper authorization procedures that are necessary before lethal control can be implemented.
 - ii. Training by experienced qualified instructors shall include, but not limited to, the following areas:

- a. Instruction on the use of the selected firearm and its characteristics
 - b. Safe shooting techniques
 - c. Safe handling of the firearm
 - d. Disassembly and cleaning of the firearm
 - e. Types of ammunition and their applications
 - f. Instruction on hunter safety
- iii. Ammunition for lethal control with the 12 gauge shotgun shall be: 12 gauge #4 non-toxic shot, #3 non-toxic shot or 12 gauge Deer Slugs. All shooters will be properly trained to make decisions on what type of ammunition to use. The use of ammunition appropriate for the wildlife hazard will be determined by the designated shooter in accordance with the Recommended Usage Chart. The Remington 12 gauge Shotgun may also be utilized for firing exploding shells (shell crackers). The treatment and handling of the Remington Model 870 Shotgun shall be the same and shall not vary when using live ammunition or shell crackers for non-lethal harassment.
- iv. Ammunition for lethal control with the 7 mm 08 deer rifle shall be selected based on the species targeted. The treatment and handling practices for the 7 mm 08 rifle shall be the same as the handling practices for the 12 gauge shotgun.
- v. It shall be the policy of ATW that lethal controls of nuisance animals are performed with the utmost safety. Proper training and strict compliance with procedures stated herein shall ensure a safe and effective means of wildlife control.
- vi. The handling and/or transportation of firearms shall be in accordance with all applicable State and Local laws and subject to procedures established by ATW and administered by APS.
- a. When not in use, the shotgun and/or other approved firearm(s) and ammunition shall be kept secured at all times and protected against unauthorized use and handling.
 - b. The approved firearms shall be kept unloaded at all times until in the field and ready to use.
 - c. The approved firearm(s), when being transported, shall be properly secured in a case or other approved device while in the vehicle and protected from sight to the greatest extent possible.
 - d. The transportation of a firearm shall be in accordance with all State and Local laws.
 - e. If possible, perform lethal control in teams of at least two individuals with one individual being a designated shooter and the other observing for safety concerns.
 - f. Review of the designated shooters proficiency in lethal control procedures and the safe handling and discharge of the authorized firearm(s) will be conducted periodically and evaluated to ensure that all safety measures will be followed if lethal action is necessary.

C. Use of Box Traps

- i. Training shall be given to all designated Airport Operations Personnel and shall include, but not be limited to one initial training session from an instructor on the safe handling, and operation of the traps
- ii. When not in use, box traps will be stored at the Airport Operations facility. They shall be kept secured at all times and protected against unauthorized handling. The utilization of the traps shall be in accordance with all applicable laws and manufacturer's instructions.

D. Periodic Reporting

- i. Those performing wildlife controls will complete a Wildlife Hazard Control Report Form. All wildlife hazard control activity is recorded in the Airport Public Safety daily log. The Wildlife Hazard Control Report form provides vital information which documents the action taken by the individual and the location of the hazard. These forms are color coded for ease of identifying the type of action taken: Green–Harassment, Red-Lethal and Blue-Strike. The information obtained from these reports is entered into a data base where it is divided into categories for statistical purposes and annual reporting to the Federal & State agencies.
- ii. The wildlife hazard data base allows the airport to organize information into the following categories:
 - a. Harassment
 - b. Lethal Control
 - c. Aircraft Strikes
- iii. Annual wildlife activity reports are submitted to United States Department of Agriculture (USDA)-for review if requested. Subsequent recommendations are made, if necessary, by the USDA which is forwarded to the Department of the Interior US Fish and Wildlife Service for consideration in amending the airports depredation permit. The report summary includes the following:
 - a. Date of actions
 - b. Types and numbers Harassed
 - c. Type and number killed by lethal control
 - d. Types and numbers killed by aircraft strike
 - e. Disposition of animals killed
- iv. This record of control efforts shall be included in the annual report submitted to the State of Wisconsin Division of Wildlife, USDA Wildlife Services and the US Department of the Interior, Fish and Wildlife Service by the 15th of January each year.