TEMPLATE Justification Memorandum for Aircraft

(Must be placed on Law Enforcement Agency Letterhead)

To: LESO Program Manager
DLA Disposition Services Law Enforcement Support Office (LESO)
74 Washington Avenue North Battle Creek, MI 49037

Subject: Aircraft Justification (Please address all justification points in sequential order)

1. Please thoroughly explain the intended use and impact the resource will have upon your jurisdiction and/or neighboring jurisdiction support to other agencies (examples may include SWAT, active shooter, barricaded suspect, emergency response, first responder, critical incident, hostage rescue, natural disaster response, border security, homeland security, counter-drug, counter-terrorism).

2. Is the requesting agency located within an office of National Drug Control Policy designated High Intensity Drug Trafficking Area (HIDTA)?

3. Is the requesting agency involved by mutual agreement with multi-agency associations/task forces of a counter-drug/counter-terrorism/border security nature?

4. State the population within the requesting agencies jurisdiction and describe the geographical size of the area of responsibility.

5. Describe the type of facility that will be used to store and secure the resource.

6. Provide estimated usage/mission requirements for the requested aircraft.

7. List all FAA Certified Pilot Names (First, Last, Middle Initial), type of Certification (for what type of aircraft) does the Pilot hold.

8. (OPTIONAL) Provide any additional information pertinent to aircraft request.

Chief Law Enforcement Official/Head of Local Federal Agency
(Supervisor/RAC/SAC):

_____
(Print Name and Official Title)

_____
(Signature and Date)