

# Safety Procedures

## Weather Minimums For Dual and Solo Flights

### Student Pilot Operations



Flight Condition	Visibility	Ceilings
Local Dual	3 SM	1500 FT
Local Solo	5 SM	2000 FT
Solo Pattern	3 SM	1500 FT
Dual Pattern	1 SM	800 FT
X/C Dual	3 SM	1500 FT
X/C Solo	7 SM	2500 FT
Night Dual	3 SM	1500 FT
Night Solo	7 SM	2500 FT

### Private Pilot and Rental Operations

Flight Condition	Visibility	Ceilings
Local Dual	3 SM	1500 FT
Local Solo	5 SM	2000 FT
Solo Pattern	3 SM	1500 FT
X/C Dual	3 SM	1500 FT
X/C Solo	7 SM	2500 FT
Night Dual	3 SM	1500 FT

Night Solo	7 SM	2500 FT
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### Instrument Pilot Operations

Flight Condition	Visibility	Ceilings
Local Dual	1/2 SM	200
Local Solo	N/A	N/A
Solo Pattern	N/A	N/A
X/C Dual	1/2 SM	200 FT
X/C Solo	N/A	N/A
Night Dual	1/2 SM	200 FT
Night Solo	N/A	N/A

### Commercial Pilot Operations

Flight Condition	Visibility	Ceilings
Local Dual	3 SM	1500 FT
Local Solo	5 SM	2000 FT
Solo Pattern	3 SM	1500 FT
X/C Dual	3 SM	1500 FT
X/C Solo	5 SM	2000 FT
Night Dual	3 SM	1500 FT
Night Solo	3 SM	1500 FT

### Engine Starting and Taxiing Procedures

The ramp is a potentially hazardous area and safety must be exercised when conducting activities in this area. Aircraft taxiing, maintenance and fueling, truck operation and pilot movement may make the ramp extremely busy at any given time. Only authorized personnel, customers and their passengers are allowed on the ramp.

## Engine Starting

- ☒ All aircraft will be started in accordance with the check lists provided in the aircraft.
- ☒ Pilots must visually and verbally ensure that the prop area is clear prior to starting any aircraft engine.
- ☒ Beacon lights must be turned on prior to starting the engine.
- ☒ Customers and personnel are strictly prohibited from hand propping. If there are difficulties starting aircraft, please notify a member of the staff and/or maintenance.
- ☒ External power plugs and jumper cables are to be used for starting difficulties by line maintenance personnel only.
- ☒ Cold weather starting will be made in accordance with the airplane POH.

## Taxiing

- ☒ All aircraft will be taxied in accordance with the check lists provided in the aircraft.
- ☒ Aircraft brakes should be tested at the start of taxiing.
- ☒ In congested ramp or taxiway areas, taxi speed should be no more than that of a slow walk.
- ☒ In all areas, taxi speed should be no more than that which allows the pilot safe and positive control of the aircraft.

## Fire Precautions and Procedures

- ☒ Fire extinguishers can be found in all aircraft, on all fuel trucks and near in the Hangar on the East wall next to the open/close button.
- ☒ Smoking is prohibited on the ramp, in aircraft, within 100 feet of aircraft, and in all school buildings.
- ☒ Smoking is only allowed at least 50 feet from building.
- ☒ When fueling, extreme caution must be used. Aircraft must be grounded prior to fueling.

- ☒ In case of engine fire when starting, attempt to extinguish the fire by continuance of engine cranking to suck the flames back into the carburetor. If this fails, shut down all systems, including mixture control to idle cut-off and evacuate the aircraft immediately.

## Re-dispatch After Unprogrammed Landing

The following steps need to be followed if you land at airports or locations other than listed on your flight dispatch form:

Landing at an airport that is not listed on the dispatch form:

1. Contact the school and inform us of the reason for the unprogrammed landing.
2. A flight instructor will need to issue re-dispatch instructions before resuming flight for all student pilots.
3. If you hold at least a private pilot certificate, you can resume flight after notifying the school of the unprogrammed landing, assuming there was no emergency that necessitated the unprogrammed landing.

Landing off airport:

1. The flight shall be terminated; do not make an attempt to take off from an unimproved location.
2. Secure the aircraft as best as the situation allows and contact the school for further instructions.

In cases of mechanical or medical emergencies:

1. Once your safety and the safety of your passengers is ensured, secure the aircraft as best as the situation allows and contact the school for further instructions.
2. Terminate the flight and do not attempt further flight.

## Airworthiness Determination

Pilots shall utilize a status sheet accompanying each aircraft's dispatch book. The status sheet will include an overview of all required inspections and A/D's. Final authority as to the airworthiness of an aircraft is the responsibility of the Pilot in Command.

## Aircraft Discrepancies and Return to Service Determinations

- ☒ Aircraft discrepancies should be reported to company staff as soon as possible. Make an entry in the "MX discrepancy log" in the aircraft's dispatch binder, and verbally notify a member of the Region Flyers staff.
- ☒ Discrepancies observed during preflight should be reported before leaving the ramp.
- ☒ Discrepancies during flight should be made at the termination of the flight.
- ☒ If a serious discrepancy develops during a local flight, return to the base airport immediately and report to Flight Operations.
- ☒ If a serious discrepancy develops during a cross-country flight, immediately land at the nearest airport you can safely navigate and call Flight Operations.

Aircraft that have reported discrepancies will only be released for flight after inspection and authorization from qualified maintenance personnel. The action taken to correct the problem will be listed in the aircraft's discrepancy log (ADL), signed, and dated by the person performing the work.

## Securing of Aircraft When Not In Use

The appropriate aircraft securing practices are required at the termination of each flight:

- ☒ All aircraft should be secured with control locks and appropriate tie downs after each flight, unless that aircraft is immediately being placed in the hangar.
- ☒ The master switch should be off.
- ☒ The use of chocks is recommended when securing an aircraft at a location other than the primary training airport, or if the flight is the last known flight of the day.
- ☒ The use of appropriate covers is encouraged in inclement weather conditions.

## Fuel Reserves for Local and Cross-Country Flights

The following are minimum fuel reserves required for local and cross-country flights:

## Local flights

- ☒ At least one hour fuel reserve must be planned for each flight.

## Cross-country flights

- ☒ At least one hour fuel reserve must be planned for each flight.

## Collision Avoidance

- ☒ Pilots must maintain continuous traffic surveillance both in flight and on the ground.
- ☒ Clearing turns should be performed before initiating flight maneuvers to ensure the area is free of conflicting traffic.
- ☒ Pilots are encouraged to monitor the appropriate communication frequencies for traffic activity at non-towered airports.

## Minimum Altitudes and Simulated Emergency Landing Instructions

- ☒ Student pilots will not attempt simulated forced landings on solo flights.
- ☒ Flight below 1000 feet AGL is not permitted except for take off and landing.
- ☒ Exception to this is a simulated forced landing on a dual flight with a flight instructor.

## Designated Practice Areas

### Local practice area 1

West Practice Area: Starts South of the Malden Grain Elevator (1022' obstacle), extends south to the Wheatfield Power Plant (1164 ft. "Plant"). Extends West of Route 49 to I-65.

### Local practice area 2

East Practice Area: Starts South of the Malden Grain Elevator (1022' obstacle), extends south to the Wheatfield Power Plant (1164' ft. "Plant"). Extends East of Route 49 to North Judson/Hanna.

## General Rules and Procedures

- ☒ All student pilots must receive approval for solo flights from a qualified instructor who is on the airport. (CFR 14 Part 141.79(b).)

- ☐ A preflight inspection must be performed before each flight.
- ☐ All frost, snow and ice must be removed from all aircraft surfaces, windows and windshield before flight.
- ☐ All flight must be conducted in accordance with all school, local and FAA regulations and procedures.
- ☐ Acrobatic maneuvers are prohibited.
- ☐ Spins will be practiced only when a qualified flight instructor is on board.