

**Dorset Gliding Club
Operational Procedures
&
Flying Orders**

FORWARD

The purpose of this document is to provide guidance on the operational procedures and Flying Orders relating to Dorset Gliding Club (DGC). It does not attempt to capture every instruction, procedure or working practice at that club but concentrate on the key elements relevant to gliding operations. (both ground and air).

It will be periodically updated to reflect new & changes in procedures. All updated versions will be published on the DGC website.

It is the responsibility of every member at DGC to familiarise themselves with the contents of this document and any updates to it on a regular basis.

**DGC COMMITTEE
&
NATHAN HANNEY
CFI**

01/11/16

Dorset Gliding Club
Flying Orders
Glossary of Terms

AAIB Air Accident Investigation Board. A group within the Department for Transport responsible for investigating any aviation accident that results in serious injury or damage to an aircraft.

Airside That area of DGC field south of the club house. It specifically excludes the car park, clubhouse and seating area, trailer park and road between the hanger and club house.

ATC Air Traffic Control.

BGA British Gliding Association. The body in the UK with devolved authority (from the CAA) for over-seeing the regulation and control of matters relating to gliding.

DGC Dorset Gliding Club.

BST British Summer Time.

CAA Civil Aviation Authority. The body in the UK responsible for over-seeing the regulation and control of all matters relating to civil aviation.

CAP413 The Radio Telephony Operators guide for use of the aviation frequencies.

CFI Chief Flying Instructor.

DCFI Deputy Chief Flying Instructor.

DI Daily Inspection.

Duty Instructor

An instructor approved by the CFI who undertakes responsibility for the flying operations taking place.

DVLA Driver and Vehicle Licensing Agency. The group responsible for defining medical requirements for HGV standard drivers. These requirements have been aligned by the BGA/CAA with those applicable to glider pilots.

Committee The elected body responsible for overseeing the day-to-day management of Dorset Gliding Club and for developing and implementing its future strategies and policies.

JAA Joint Aviation Authority. The pan-European body overseeing civil aviation matters.

Launch Marshal

The person who has assumed responsibility for overseeing the initial stages of the winch and A/T launch including checking “all clear” and conducting the hand and or

radio signals.

NOTAMs Notifications to Airmen. The daily instructions outlining areas of restriction and special temporary rules affecting use of airspace in the vicinity likely to be flown.

P1 Pilot in command (if flying dual this is usually the Instructor or pilot holding a Passenger Rating).

P2 Student, visitor or solo pilot receiving a check flight in a two-seater.

RTOL Radio Telephony Operator's Licence.

QFE Height above the airfield (i.e. with the altimeter set to zero at the launch point).

QNH Height above sea level.

VFR Visual Flight Rules.

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Dorset Gliding Club Operational Procedures

1. BGA Operational Regulations:

All gliding at clubs such as ours in the United Kingdom (UK) is conducted in accordance with British Gliding Association (BGA) Operational Regulations, which are detailed in "Laws and Rules for Glider Pilots". All members must always comply with these and are strongly recommended to ensure that they always have an up to date copy of this document. (Which is available from the BGA's website as a downloadable document.)

The following sections cover local rules that add to the BGA Operational Regulation but in no way override them.

2. Chief Flying Instructor (CFI):

The CFI has responsibility for all matters concerning gliding operations. His decision in flying matters is final. He may appoint rated deputies to carry out his instructions if absent but remains responsible for all flying matters.

3. Duty Instructor:

No flying can take place unless a Duty Instructor is present on site on the ground or locally in the air. (Unless operating under Appendix 1) His instructions must be carried out and any pilot not doing so may be grounded and referred to the CFI.

Instructional flight will normally take place between 09.00am to 17.00pm with appropriate breaks for the DI (and other instructors).

However, it is up to each instructor to make it known when s/he is available and for how long each day. (Instructors are all volunteers) All instructors must stop instructing when they no longer feel fit to do so.

The name of the Duty Instructor at any point in time must be recorded on the flying log.

The first Duty Instructor for any particular flying day is responsible for ensuring the following actions are carried out by him or a nominated club member:

- a) That NOTAMs are obtained and checked for any impact on flying operations locally.
- b) That meteorological reports are considered for their possible impact on flying operations.
- c) Planning the layout of the field (position of winch, cable run, launch area etc) and conveying this information to the Duty Pilot.

An Assistant Category Instructor cannot supervise instructional flights undertaken by Basic Instructors or Introductory Flight Pilot, (IFP)

4. Duty Pilot:

The Duty Pilot acts as the Duty Instructor's manager on the ground.

We need members to do all of the groundwork and the Duty Pilot's job is mainly concerned with organising this. To achieve this, his instructions must also be accepted by the other members present on the field. Duty Pilots are therefore expected to report to the Duty Instructor any member or pilot who refuses to carry out a reasonable request.

The Duty Pilot is distinguishable by a reflective jacket. Wherever practical he should delegate activities to those members available so that he is free to oversee safe operations. He must equip himself with, and carry at all times, the mobile airband

radio and winch radio.

5. Safety and the Safety Officer:

ALL MEMBERS are responsible for safety both on the ground and in the air. Members must be mindful of their own actions and also be vigilant regarding the actions, or non-actions, of others. If any member observes anything that could affect his own safety or that of any other person, he must immediately act to prevent it developing into an incident.

DGC strongly advises the use of parachutes and energy absorbing cushions which are provided in all club gliders for all members to use. If any member decides to remove or not use either of these two safety critical pieces of personal protection then they do so at their own risk. Flights without energy absorbing cushions and parachutes are not recommended.

The DGC Safety Officer acts as a focal point for safety related matters within the club. Any incident witnessed or experienced by any member must be reported to the Safety Officer; The Safety Officer is also responsible for investigating and reporting flying related accidents to the BGA and Air Accident Investigation Board (AAIB). In addition, he is also responsible for creating operating procedures and briefings to ensure that potential repeat incidents are avoided.

Our Accident Procedure is located in the clubhouse, please familiarise yourself with its content should you need to use it in the case of an accident or incident.

6. Requirement to Help:

The club has no paid staff and depends on all members doing all of the work that is needed. This is one of the reasons why our club is so successful and financially secure. We therefore request that any member wishing to fly on a day does their share of work on the ground or around the club.

7. Starting the Day:

At the start of the day, authorised pilots may Daily Inspect aircraft and equipment without an instructor being present.

8. Winch Drivers:

Winch driving is a vital part of the club operations and a role that carries with it great responsibility.

In addition to providing pilots with successful launches, the winch driver is an important element in ensuring those launches are conducted safely and efficiently.

To drive the winch at DGC you must first be signed-off by an examiner approved by the CFI after which you may DI and operate the winch.

The guillotines on the Skylaunch winch must be cleaned, examined and lubricated every calendar month and given a Full Function Test annually. Pilots trained in the general operation and DI of the winch are encouraged to take the opportunity to participate in the guillotine scheduled maintenance, testing/re-setting in order to acquire the necessary skills. All scheduled maintenance must be recorded on the sheet provided for that purpose in the winch.

Any work that is done on the winch must be recorded in the book in the winch. This is so that wear and tear can be monitored and trends of deterioration can be picked up and acted on.

The winch cables must be inspected each day before flying commences. Any damage, or repair showing excessive wear, or coming together of the ferrules, must be cut out and the cable re-spliced.

09. Tractor / Vehicle Driving (See Appendix 2):

Any member who is competent in the operation and use of a tractor / vehicle may teach other members how to carry out the tasks required on the airfield. However not more than one person may be on a tractor unless the tractor is fitted with a cab in which case one extra person may be carried inside.

10. Laying Cables:

When towing out launch cables, the ideal situation is for the vehicle to take an absolutely straight line from the winch to a point between the two aircraft to be launched.

When towing out cables the vehicle driver should stop if he sees a glider on approach to avoid any conflict and enable the glider to manoeuvre around the tow out vehicle if necessary.

Pilots are reminded that cables/ropes can get caught on undercarriages and skids so should plan their approaches so as to avoid the cable runs.

When towing out cables from south to north permission should be requested from the launch point before proceeding to avoid conflicting with A/T taking off from the north.

11. Daily Inspections (D.I's):

Aircraft DI's will be carried out only by pilots who have been trained and signed-off by trainers and examiners approved by the CFI. An entry to that effect must be recorded in the section of their logbook relating to Daily Inspections.

Persons carrying out the DI must ensure that the glider is equipped with a fully charged battery, cable release and positive checks completed and that it is clean; particularly the canopy.

Whilst it is a requirement that aircraft should only be taken out to the launch point once they have been DI'd, it is the responsibility of the first person to fly the aircraft to ensure that it has been DI'd (by a qualified person) before it is flown.

12. Launch Marshal:

Once the pilot has accepted the cable being attached to the aircraft, initiation of the launch passes to a member outside the aircraft nominally designated the Launch Marshal. His most important job is to ensure that there is no hazard to launching which might not be visible to the pilot.

It is **absolutely essential** that before calling "all clear above and behind" he has positively and methodically checked that this is so. In addition, he should also ensure that there are no persons within a 90-degree arc ahead of the glider, paying particular attention to visitors who may be unaware of the dangers associated with glider operations.

Once the launch procedure has started, any member may shout "**STOP**" at any time for any reason. In such cases the person stopping the launch should also raise both hands in the air, the Launch Marshall should radio the winch **STOP, STOP, STOP** and the pilot must release the cable. **No member must ever be criticised, if it turns out that the "STOP" call was not necessary.**

13. Cable protocol (pilots ready for cable):

To avoid slowing the launch rate, particularly in busy periods, pilots & instructors are

required to take sensible steps to ensure they are ready for the cable when it arrives. Instructor briefings should be completed prior to getting in the glider to avoid long delays at the launch point.

It must be stressed that **no pilot must ever be rushed or badgered into the air.** The pilot has a duty not to delay operations except for reasons of safety.

14. New members:

All members are asked to do everything they can to welcome new members and help them to get involved by showing them how to carry out the ground operations.

15. Making Visitors Welcome:

Please make all visitors feel welcome and ensure that all visitors are accompanied by a member "airside". If interested please provide verbal and written information about the club and offer to show them the hanger or accompany them to the launch point.

16. Children on the Airfield (Under 16)

Children are not allowed on the airfield unless under the control and supervision of an adult.

Airfields can present several hazards that children in particular may not be aware of, or are more susceptible to as a consequence of immaturity or distraction. For example:

- Gliders are very quiet and it is often impossible to hear them approaching.
- Gliders can land on the airfield from any direction.
- Winch cables are hard to see and can drop virtually anywhere on the airfield.
- Tractors are less manoeuvrable than cars, their brakes are less reliable and they are prone to skidding on wet, muddy ground.

(This list is not exhaustive and these are only some of the examples. They also are equally applicable to adults but it is reasonable to assume that children are more vulnerable for the reasons stated above).

Junior members (under 16) cannot stay in the Club buildings overnight unless accompanied by one of their parents/legal guardians. If they are staying in the Club grounds (in a tent, caravan, camper van or other suitable temporary shelter) they must be accompanied by an adult acting in loco parentis. This can be a parent, legal guardian or other adult person in a private agreement with the junior member's parent or legal guardian. A Committee member must see and approve written evidence of such a private **agreement between the parent/legal guardian before the stay can commence.**

17. Dogs

Dogs are not allowed on the airfield unless kept on a lead at all times when flying is taking place.

18. Cars on the Airfield

The normal and safest place for cars is in the club car park. Cars should only be taken airside if there is a good reason to do so. Examples of good reasons include the following:

- Towing a glider to and from the launch point;
- Recovering a glider having landed on the airfield;
- As a means of conveying visitors to and from the launch point;
- In the event of an emergency requiring urgent use of a vehicle.

Drivers should question whether or not they have a legitimate and justifiable reason for taking their car airside.

If cars are taken airside, then the doors must be left unlocked with the keys in the ignition so that members can move the vehicle in the event of an emergency.

Drivers who take their vehicles airside must bear in mind that they do so at their own risk and that their own insurance is probably invalid. DGC will accept no responsibility for damage incurred by a private vehicle airside.

19. End of the Day

It is the responsibility of the Duty Instructor and the Duty Pilot to oversee the activity necessary at the cessation of flying operations. On days, when no Duty Pilot is officially assigned, it is the responsibility of all members present to undertake this activity jointly.

All gliders should be logged down reporting details of any unaccounted gliders (club and private) to the Duty Instructor.

All ground equipment (tractors, winch, vehicles) must be returned to the appropriate areas.

All club gliders that have flown during the day should have any accumulated mud washed off, paying particular attention to the wheel boxes. They must then be returned to the hangar and the doors closed.

Prior to this, the Duty Pilot must ensure that all club parachutes are put in the parachute bags in the parachute store and that all club glider batteries and radio's are put on charge.

Dorset Gliding Club Flying Orders

1. Medicals (see Appendix 3):

It is the responsibility of all solo pilots to ensure that they have a valid medical at all times.

The BGA guidelines state that all clubs have a duty to assist their members to comply with the requirements and to maintain appropriate records and documentation.

The Annual Return form includes a declaration relating to medical status and must be completed before the CFI revalidates individual cards. This provides the CFI with a written record of when the next medical declaration renewal is due. The onus remains on individuals to ensure that their own declaration is obtained and either the original or a copy provided to the CFI in order to maintain club records.

Instructors must not send a pilot on his first solo without first establishing that he has a valid medical declaration. Abinitio (pre solo) pilots must ensure that they obtain a medical declaration during their training and present it to the CFI who will then endorse their training record card accordingly.

If a pilot does not hold a valid and current medical declaration then he cannot fly as P1. Similarly, it is up to all pilots to take account of temporary medical conditions that may prevent them from flying safely (e.g. colds, fatigue, stress, hangovers). In such circumstances they should either not fly or fly only with an instructor. They should also make known relevant details of any incapacity (temporary or otherwise) to the Duty Instructor on any occasion when they might wish to fly.

Similarly, if a pilot develops a chronic or potentially long-term medical problem they should inform the CFI and seek the advice of their GP, or consultant, as to the effect this might have on the legitimacy of their current medical declaration and fitness to fly.

2. Alcohol:

Even the most moderate drinker should be aware that the Railways & Transport Safety Act makes it an offence for pilots, including glider pilots, to fly whilst over the prescribed limit for alcohol.

This regulation could be interpreted as being applicable, in the event of an accident, to anybody involved in flying operations – winch driver, wing tip holder, etc.

The limit is (breath) 9 micrograms per 100 millilitres or (blood) 20 milligrams per 100 millilitres. **Note that this is a quarter of the equivalent drink/drive limits and is, effectively, a zero tolerance limit.** A law has existed for many years that pilots must not fly whilst impaired through drink or drugs. The Railways & Transport Safety Act quantifies the limits and provides a statutory testing regime.

3. Local Soaring (pre cross-country endorsement):

Pilots who do not have the Cross-Country Endorsement to their Bronze Badge are restricted to local soaring.

At DGC, this is defined as not more than five nautical miles from the airfield and always within gliding range.

Gliding range is defined as having sufficient height to arrive back over the field at 1,000ft without having to find lift on the way.

4. Length of Flight (club aircraft):

When flying a club single-seat aircraft, the flight should normally be restricted to a maximum duration of one hour unless briefed/authorised otherwise by the Duty

Instructor or Duty Pilot. A typical reason for extending it would be for a Cross-Country Endorsement or Silver Duration attempt declared prior to the flight (e.g. on the notes section of the flying list).

When flying a club two-seater, flights would normally be for no longer than 45 minutes but this can be varied at the discretion of instructors dependent upon demand and availability of instructors. Trial lesson flights should typically be no more than 30 minutes.

5. Circuits:

“Normal” circuits should be started no lower than 700-800ft and should generally correspond to the launch-point in use on any given day. However, glider can and do land in any direction on the field. Pilots who have started their circuit should therefore be aware of the possibility of conflicting traffic.

When the tug is in operation on the main run the tug will circuit to the west and gliders should priorities circuiting to the East. (If operating from NW or SE strip the tug will circuit to the SW & gliders NE)

6. Use of Radio:

Use of radio in the air is not compulsory at DGC but is encouraged where it may assist flight operations and safety. Full guidance on the use of radios in the air is included in CAP413. A copy of this is kept in the clubhouse lecture room or available via the CAA website.

The call sign for air operations is “Eyres Field”. Pilots wishing to communicate with the launch-point should do so on 130.1

Downwind calls can be made as a useful guide to others but all pilots must be mindful of the fact that many aircraft fly without radio.

Pilots using any frequencies other than those allocated for gliding or emergency, must ensure that they have a valid Radio Telephony Operator’s Licence (RTOL).

For ground operations a civil radio is used to communicate between the launch-point, winch and cable retrieve vehicle.

7. Thermalling in the circuit:

Thermalling, once having joined the circuit, **is not allowed.**

Once having joined the circuit it is impossible to be certain that there is no other glider behind you. An aircraft that is behind you will reasonably assume that you are going to fly a more or less normal circuit and if that aircraft then starts to thermal, the trailing aircraft can be put in a very difficult position.

This can be dangerous, particularly if the pilot of the second aircraft is a low-hours solo.

8. Thermalling Over the Airfield:

Other thermalling over and near the airfield is permitted subject to good airmanship being demonstrated. This includes thermalling off the wire, even if this delays the next launch. In such cases it is the responsibility of those on the ground to ensure no further aircraft are launched until it is safe to do so.

9. Annual Checks

All solo pilots must undertake check flights. This will vary according to experience from daily to annual checks. During the soaring year: 01/10 – 30/09 all solo pilots (including instructors) must have annual checks as a minimum.

These must include a general flying check, spin and stall recovery (A/T) and “cable break practice” (at least 2 if flying solo on the winch). These checks must be satisfactorily and

completed each soaring year and signed off by the instructor undertaking them. (Winter would be a good time to do them)

In the event that a pilot fails a check then they must undertake the check again and pass it before the instructor can sign it off. In the case of the cable break/launch failure check, if the pilot fails they will then need two consecutive passes before they can be signed off and will not be allowed to fly solo on the winch until this has happened.

If a solo pilot has not completed their annual check flights they will not be allowed to fly solo until those checks have been successfully completed. (Unless agreed by the CFI)

10. Cloud Flying

Cloud flying is not permitted within five nautical miles of the airfield.

Cloud flying from DGC is permitted beyond five nautical miles provided the pilot meets the following conditions:

- S/He has received training in instrument flying including recovery from unusual attitudes.
- S/He has a parachute.
- S/He has a working turn and slip or artificial horizon. The glider must also have a back-up battery supply in the event of the failure of the primary power source.
- Broadcasts must be made on 130.40 (broadcast first on 130.1 to warn all that you are going into cloud and changing to 130.40). The pilot must switch his altimeter to 1013.2, broadcast his flight level and position on entering cloud and repeat this every five hundred feet. A final broadcast must be made on this frequency advising other air users when he leaves the cloud.

11. Aerobatics

Aerobatics must not be flown in club aircraft. Aerobatics must only be flown by pilots who have had appropriate training and in an glider rated for those aerobatic manoeuvres intended to fly. No aerobatics must be started below a height of 2,000ft and the aircraft must never drop below 1,200ft whilst doing them.

(Stalling & Spinning is not classed as an aerobatic manoeuvre but must not be started below 1500ft.)

12. Passenger Rating (see Appendix 4)

Passenger flying may only be done by pilots with a P1 rating signed by the CFI.

It must be stressed that no pilot has an automatic right to this. It is entirely at the discretion of the CFI. Full details on the privileges, requirements and responsibilities associated with the Passenger Rating are included at Appendix 4.

13. Flying Children

In tandem two-seat aircraft, the P1 has no physical control over the P2. Because of this, no visiting child under the age of eleven is to be flown. All children flown must be able to see out "lookout" without the need for additional cushions.

Older children may be flown at the discretion of the Duty Instructor. If the Duty Instructor has any doubts about the child he will not allow him or her to be flown. His word is final on this.

Children of members aged less than eleven may be flown at the discretion of the Duty Instructor if he is confident that they will behave sensibly. However, the child must not be so small as to need a lot of cushions to enable him or her to be strapped in or see out.

14. Buying into an Aircraft

All pilots must inform the CFI of their intention to buy and fly an aircraft new to them at DGC. The CFI must agree it is appropriate to their skill level before it is flown by them. All pilots must ask permission of the CFI before bringing a new aircraft on site.

15. Cross Country Flying

Suitably qualified pilots (i.e. those who hold the Cross Country Endorsement) are encouraged to fly cross-country from DGC.

All pilots must tell the Duty Instructor of their intention to fly cross-country and record their flight plan before take-off.

The flight plan must include details of their glider registration number, their name and the task they intend to attempt and a contact mobile number.

Soaring conditions can change during the day and pilots may wish to consider going Cross-Country after already getting airborne without filling out a flight plan. It is permissible for a suitably qualified pilot to radio down their intention to go "on task" but they must ensure that a response from Eyres Field is received. Any member receiving such a request must bring it to the attention of the Duty Instructor so that he is informed.

Before flying it is essential that the pilot checks the day's NOTAMs and is fully aware of any activity or restrictions that could affect his intended flight.

16. Visiting Pilots

Visiting glider pilots are welcome at DGC but must familiarise themselves with these Flying Orders.

Before flying, they must make themselves known to the Duty Instructor who will decide (based on their level of experience, qualification and currency) their flying status on the day.

17. Operational Documentation

Club aircraft manuals (e.g. Pilot Operating Manuals, Technical Manuals, Certificate of Airworthiness documentation) and BGA Manuals are located in the clubhouse and available for all members to peruse. Pilots wishing to convert to a club aircraft that they have not flown before should familiarise themselves in particular with the Pilot Operating Manual and or talk to an instructor.

18. Record Keeping

All logbooks (including electronic) shall be kept up to date and periodically certified (Signed during annual checks) as being correct by the CFI or his nominated deputies. (this should be scanned into electronic log books)

Aerotowing

This section is for the information of all members and action by all tug pilots.

John Marriott's book

(https://members.glidering.co.uk/wp-content/uploads/sites/3/2015/04/1430311946_aerotownotes.pdf) is a useful reference to aerotowing but not all of its contents are appropriate to operations with the Eurofox at Eyres field and some discretion in applicability is advised.

In particular, notes on engine handling and fuel sampling are not directly appropriate.

The following should be considered as mandatory operating procedures:

A full DI must be carried out before the first flight of the day.

On the 912iS the required basic checks may be accomplished without removing the top cowling. However, pilots are encouraged to conduct a full inspection whenever they feel the desirability of such a procedure.

A full Lane A/Lane B check (similar to a mag drop check) should be carried out between flights. These checks should not be rushed or the 912iS ECU may show a fault requiring an engine shutdown and restart.

For best take-off performance, the ground run should be carried out at half flap. The tail of the aircraft should be lifted almost immediately. The flaps should be retracted **as soon as** the tug is flying for least drag.

Avoid flying low over houses at all times. In particular, it should **NEVER** be necessary to overfly Bovington houses. Takeoffs directly over Longthornes farm and Monkey World are also to be avoided. When taking off towards the South, early turnouts either east or west should be conducted, unless weather conditions or the inexperience of the glider pilot dictate that this is not desirable.

In such cases, turn slightly to the right and continue, keeping the Bere Regis – Wool road close by your left hand side until beyond Monkey World. **Tug pilots seen to be flying low over Bovington houses will be subject to censure at the discretion of the Tugmaster.**

The same restrictions apply when returning from tow and landing from the South – do not overfly houses or farms.

Tug pilots should make appropriate radio calls to “Eyres Field” on 130.1

When landing from the North, a minimum height over the road bordering the field is 200ft when an aerotow rope is attached. Any pilot flying lower than this will be censured. Alternatively, approach at about 400 ft, release the rope opposite the launch point and fly a short circuit to land. Any damage or injury caused to members of the public or their property on the road or lay by opposite is not acceptable. Tug pilots should remain mindful that damage to persons or property could lead to them being involved in legal action / prosecution by the police or CAA.

In all cases, the tow plane should conduct its circuit to the West of the field. Gliders will normally circuit to the East, **but be aware that a glider may get "caught out" and be at a low level to the west of the field. Do not assume the airspace here is yours alone!**

Tows should normally be conducted at full throttle, however it is the tug pilot's duty to respect the operating conditions of the Rotax engine – the important ones regarding temperatures, pressures and rpm limits are placarded.

Shock cooling on descent is unlikely with the 912iS, however, the engine should still be handled with care. Descend with 4000rpm after glider release to ensure some power to the engine and to prevent the aeroplane driving the engine. Reduce to low throttle settings once in the circuit. Flap settings are at the pilot's discretion. Normal approaches will use full flap, but in poor weather conditions zero flap may be required.

Refuelling is normally conducted from the bowser. UL91 fuel is used. If necessary, fuel from cans may be "pumped up" into the wing tanks, **but pouring fuel through a funnel above the wing is very strongly discouraged.** Fuel spills are too easily made this way, and fuel contacting the edges of the transparencies will craze them and necessitate replacement.

Normal practice will be to fill to half tanks, to ensure adequate takeoff performance after refuelling.

Passenger flying whilst aerotowing is not permitted, and is illegal if two pilots are in the glider.

(Exceptionally, at the discretion of the tugmaster, tug pilot training may be carried out when the towed glider has a single pilot.)

Experience flights for club members are presently permitted at a charge of £1 per minute. These flights may be conducted by a recognised tug pilot at any time provided the tug is not required for towing purposes. Ensure the tug log is suitably annotated so the club member can be billed correctly.

Training of tug pilots will be conducted by the tugmaster. In special cases he may delegate this role to a nominated tug pilot.

At no times shall the aircraft be flown by unauthorised persons. The tug rota in the clubhouse lists all the approved tug pilots.

Tug pilots are encouraged to keep current and to fly local solo handling sorties if they feel it would be of benefit to them. Such flights should also be annotated in the log and charged at £1 per minute unless the tugmaster determines otherwise.

At the end of flying the aircraft should normally be refuelled and left clean for the next day's work. The three fuel cocks should be left "OFF". (This "housekeeping" may be waived in the event of inclement weather or very late flying operations.)

Winch Launching:

Safe Winch Launching

The resources on this page have been put together as part of the BGA Safe Winch Launching Initiative. We hope that all glider pilots will make use of this to increase their knowledge of winch launching – and of what can go wrong. By doing this, everybody can contribute to our efforts to maintain the improvement in safety seen in the first nine years of this BGA initiative.

The information presented here builds upon the messages from the earlier stages of the initiative. Accidents resulting from stalls and spins following power loss during the launch (cable break, winch failure etc) have declined dramatically – but we all need to remember the earlier advice:

- after take-off, maintain a shallow climb until adequate speed is seen with continued acceleration. Then allow the glider to rotate at a controlled pace. If power is lost near the ground, immediately lower the nose to the appropriate recovery attitude.
- after a power loss in mid-launch, adopt the recovery attitude, wait until the glider regains a safe approach speed, and land ahead if it is safe to do so.

Cartwheeling accidents – predominantly to experienced pilots – are still happening as a result of not releasing the cable if the wing drops during the ground run.

- If you can't keep the wings level before take-off, release before the wing touches the ground
- At DGC this translates to: If I can't keep the wings level before take off I will release. (As the time it takes to react will mean the wing will probably touch down before you release)

BGA Safe Winch Launching Resources:

Presentations

There are four presentations, each covering different aspects of safe winch launching. If you are involved in winch launching in any capacity (launch point controller, tractor driver, winch driver, wing runner, etc., and, of course, as a pilot) please view the movie on 'How to Fly a Winch Launch Safely, part 1' and the 'Stop the Drop' and 'Winch Operations' presentations.



[How to Fly a Winch Launch Safely \(part 1\)](#)

This presentation with voiceover contains the essential advice to help all pilots fly a winch launch safely. The presentation is available for download in .avi and .wmf formats. Alternatively you can stream the presentation on YouTube.



[How to Fly a Winch Launch Safely \(part 2\)](#)

This presentation provides some of the analysis and detail of how the advice on safe winch launching presented in Part 1 was derived. The presentation can be downloaded for offline viewing or streamed via Youtube. It is also available, along with Part 1, on the Safe Winch Launching DVD (see below). Please ask any BGA instructor to see a copy.



Stop the Drop

Advice on how everybody involved in the winch launch process can contribute to a safe, wings-level takeoff.



Winch Operations

Winch operations best practice.

Publications

These documents are available for download. Additionally, club CFIs have been sent stocks for distribution to members. If these are not available at your club, you can obtain a printed copy from the BGA office.



Safe Winch Launch Booklet (May 2015)

A BGA booklet containing previously published winch launching advice, together with material drawn from the BGA Instructors' Manual. This is, in effect, a mini-manual to aid safe winch launching



Safe Winch Launch Leaflet (May 2015)

A BGA leaflet summarising the main advice about how to fly a safe winch launch.

Simulations



Thankfully, most of us never experience a serious winch launch accident.

[These video simulations](#) show you just what can go wrong - and how quickly it all happens.

Quiz



An interactive quiz to test your knowledge of safe winch launching. Contains answers and detailed explanations. If you are not sure about anything - ask an instructor.
(Flash required to run quiz)

Please see below BGA guidance: (copy on DGC web Page and in the club house / flying orders folder.)

<https://members.gliding.co.uk/bga-safety-management/safe-winchling/>

Appendix 1

Solo Flying Operations if there is no Instructor Available to Supervise

Aerotow only

Tug pilot decides when flying starts and stops

Solo glider pilot must have:

Silver C (with CFI endorsement)

Power, Self launch / motor glider flying is permitted
(as these pilots are self regulating)

Weather limits

No flying if wind is in excess of (or gusting)15knts
Visibility must be greater than 3mls
Minimum cloud base 2,000ft
(All Aerotows must be below cloud base)

Prior to Flying:

NOTAMS must be checked
Phone Mike Slade to check if any local military movements
Office no. 01305 251578
Mob 078936 281924
Email to CFI to confirm above prior to flying taking place
nathanhanney@hotmail.co.uk

Appendix 2 – Tractor Operations

Tractor / Vehicle Operations

Give a tractor an inch and it will take a foot (or a leg)! Therefore please note and observe the following rules:

1. No one is to drive a tractor unless they have first received a briefing from a member already experienced in its use.
2. No one is to drive the GRASS-CUTTER tractor unless they have been briefed and checked out by either Charlie Waygood or someone nominated by him.
3. Children under the age of 16 must not drive any tractors/vehicles on our site (this includes private cars).
4. Children who satisfy the age qualification to drive DGC vehicles can do so only with parental consent and briefing.
5. Tractors / vehicles must be fully DI'd at the start of the day (fuel, oil, water). Any problems are to be reported to a Committee member / duty pilot.

Appendix 3 – Medical Requirements

BGA LAWS AND RULES BGA PILOT MEDICAL REQUIREMENTS

Version 1.1 Effective date 25 Aug 16

Contents:

1. General
2. Pre-solo pilots - medical requirements before first solo
3. Acceptable evidence of fitness for pilots of gliders; solo flight or with another pilot
4. Medical Requirements for Instructors and pilots authorised to carry passengers
5. Older or less fit instructors
6. Competition pilots
7. Disabled Pilots and those with specified medical conditions
8. Freedom for a BGA Club to Set its Own Standards
9. Appeals and Disputes
10. Annex 'A' young pilots
11. Annex 'B' GP endorsed BGA medical declaration form

1. General It is a personal responsibility of pilots to be fit for flight. Especially to recognise the adverse effects of short term illness, alcohol, drugs, or fatigue. It is an offence to fly with more than 20mg/100ml of blood alcohol; that is far less than the level permitted to private road drivers. Following recovery from serious illness or accident, future fitness to fly will require review. Those pilots who are exercising NPPL or Part-FCL licence privileges are reminded of the need to ensure that they have demonstrated or declared medical fitness in accordance with the relevant legislation. The BGA accepts differing levels of fitness matched to various risk exposures as stated below. Photocopies of medical documentation of members, including driving licences, should be obtained and retained by clubs. Limitations applied to any other aviation license also apply to gliding unless otherwise authorised.

2. Pre-solo pilots - medical requirements before first solo There are no specific requirements and almost anyone can safely be taken into the air, but club membership application forms should as a minimum require the applicant to 'declare, in confidence, to their instructor, any medical condition that might adversely affect the flight'.

3. Acceptable evidence of fitness for pilots of gliders; solo flight or with another pilot

- A driving licence issued by an EU nation (or the UK or the Crown dependencies)
- For those under the age of 25, a self-declaration to DVLA group 1 standard to be held by the club (Annex A).
- An NPPL medical endorsement (for those with remaining validity based on age)
- The CAA national private pilot medical declaration.
- For visitors, any ICAO or non-ICAO medical document valid for gliding in their own country is acceptable but restricted to flight solo or with another pilot. Foreign (non EU) certificates are not accepted for permanent UK residents.
- Any of the medical authorisations listed in para 4.

4. Medical Requirements for Instructors and pilots authorised to carry inexperienced passengers

- A GP endorsed BGA medical declaration (Annex B)
- An EASA Class 1, 2 or LAPL, or an

ICAO medical certificate that would be recognised by the UK CAA. •An unrestricted NPPL medical endorsement (for those with remaining validity based on age) •An Air Cadet gliding medical certificate or a NATO military aircrew employment standard.

5. Older or less fit instructors If an instructor is aged 75 or over, or is younger or cannot comply with paragraph 4 (above), and providing that the instructor can meet a requirement of Para 3, that instructor may continue as a BGA Restricted Instructor (undertaking ground supervision and instructing advanced pupils competent to recover the aircraft) subject to the consent of their Senior Regional Examiner. Instructors over the age of 75 may continue without restriction provided that they hold an EASA medical certificate or an ICAO certificate that would be recognised by the UK CAA.
6. Competition pilots Special provisions apply to competition pilots who come under the jurisdiction of the World Anti-Doping Agency. International competition pilots may be subject to testing at any time and some 'recreational drugs' may be detectable for a very long time after use. Some energy drinks or food supplements may contain prohibited substances. Other competition pilots may be subject to testing during competitions.
7. Disabled Pilots and those with specified medical conditions. It is the policy of the BGA to encourage disabled pilots to fly within the limits of their disability and subject only to the limits of public safety. However these pilots will require individual consideration and perhaps aircraft modification. Further notes relating to specific medical conditions are on the CAA web site. Guidance concerning the driving licence standards is on the DVLA web site. Advice on specific problems can be obtained by clubs, general practitioners or individual pilots from a BGA medical adviser through the BGA office.
8. Freedom for a BGA Club to Set its Own Standards BGA member clubs are free to impose any medical standards that they wish, as long as the minimum standards above are met. However it is recommended that this is done only in individual cases and then following medical advice. In cases of concern, a club can require a member to seek and follow medical advice.
9. Appeals and Disputes In the event of uncertainty, complaint or dispute, reference can be made to a BGA Medical Advisor. If this fails to produce a resolution, the BGA can assist in seeking arbitration.

10. Annex A - young pilot declaration form

Declaration of fitness (BGA only – not valid for NPPL or PPL)

This may be signed as an alternative to the holding of a driving licence by glider pilots under the age of 25 years. It expires on the 25th birthday and if by then a driving licence is not held, a NPPL or other medical certificate must be obtained.

I declare that I can read a car number plate at 20 m and do not suffer any medical condition that would disqualify from holding a private driving licence. (In cases of doubt, guidance on the medical standards required can be obtained from the DVLA web site).

Club holding declaration

Full name.....Date of

birth.....

Signature.....

Signature of parent or guardian if under the age of 18 years.....
Date signed.....

10. Annex B - GP endorsed medical declaration form

This is required from instructors who are responsible for trainee pilots in the air, and from glider pilots who may be responsible for inexperienced passengers in the air. Glider pilots who fly solo or with another pilot do not need this declaration and countersignature.

1. PILOT DECLARATION

Full name.....Date of birth.....

I understand the Notes for Pilots printed with this declaration. I have discussed my medical history with my GP and have not withheld any relevant medical information. I believe that I am fit to fly as a pilot responsible for others at the standard required by the DVLA for a professional (Group 2) driver.

Signature of pilot.....Date.....

2. GENERAL PRACTITIONER COUNTERSIGNATURE

I am the general practitioner of the applicant named above and have access to their medical record. I am aware of the standards for professional (Group 2) driver contained in the DVLA Guidance and believe that there is nothing in the applicant's medical history which prevents meeting this standard. <<https://www.gov.uk/government/collections/current-medical-guidelines-dvla-guidance-for-professionals>> In case of doubt further advice can be obtained from a BGA Medical Adviser which is requested by emailing medical.adviser@gliding.co.uk or telephoning the BGA office 0116 289 2956

If the applicant is unable to meet the DVLA professional (Group 2) standard but still meets the private driver (Group 1) standard, they are permitted to fly solo or instruct advanced students but may not be responsible for inexperienced persons in the air. In this case, the medical condition that imposes the limitation should be explained to the applicant and a record made in the medical notes.

Signature of doctor.....Date.....

Please print name..... GMC No.....

Note if further advice was sought.....

Practice stamp or practice address:

Appendix 4 – Passenger Rating

Passenger Rating - Rules

General

Only one pilot can exercise his or her Passenger Rating during a single flight (i.e. this is not mutual flying so it must be clear to both crew who is the P1 before the glider is launched).

Pilot Requirements

Requirements:

- Approval by CFI
- Medical, (see below)
- Bronze C, LAPL (s) or PPL
- 10hr solo in the last year (Gliders)
- Completion of check flight(s) with CFI to include:

Circuit planning

Stall recovery

Eventualities

Oral air law test / when to fly decision discussion

Prior to undertaking P1 flight:

- Have completed above / annual check flight with CFI (Rating signed off in log book)
- Have the agreement of the Duty Instructor on the day of the flight.
- Be current on 2 seater's, (At least 3 take off and landings in last 90 days in a K13, solo or dual on aerotow)

The flight:

- All of the flying is to be done by the P1 from the front seat and no instruction can take place.
- P2 must **NOT** be a paying passenger.

Acceptable evidence of fitness for pilots of gliders carrying passengers:

A UK NPPL medical without restriction, an EASA Class 1, 2 or LAPL, and any ICAO medical certificate that would be recognised by the UK CAA. A current Air Cadet gliding medical

certificate or a NATO military aircrew employment standard is also acceptable. Individual limitations applied to these licenses also apply to gliding unless otherwise authorised. The age limit and condition applied to older instructors also applies to pilots carrying passengers.

Please read the BGA guidance on managing flying risk

<https://members.gliding.co.uk/wp-content/uploads/sites/3/2015/04/Managing-Flying-Risk.pdf>

