



Safety Management System

Section 1

Standard Operating Procedures

Flying operations and Training.

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Issued on behalf of the Training Panel

Amended 29/1/16

1.4.2 Currency AFR

2.4 & 2.5 Conversion Delete Hornet Insert Discus

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3.3 Addition of Local Soaring area.

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2.4 & 2.5 Conversion Insert Hornet change hrs Discus

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CHIEF FLYING INSTRUCTOR



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1 General

This manual of DDSC Standard Operating Procedures, Flying Operations and Training, forms Section One of the club's Safety Management System.

It supplements the GFA Manual of Standard Operating Procedures – Operations Part 2 (MOSP2)

1.1 Responsibilities

DDSC is responsible for all operations at McCaffrey Field. The responsibility for all flying and training is given to the CFI and Training Panel and delegated on a day to day basis to the Duty Instructor (minimum L2) who has the authority to approve or deny any flying in any aircraft at the site or place restrictions or enhancements on operations. This includes visiting pilots and visiting aircraft.

DDSC normally operates on each weekend and public holidays by arrangement, and will have a rostered L2 Duty Instructor who will be in control of operations on those days. The Duty Instructor will conduct a Briefing prior to the commencement of the day's flying with reference to:

- Welcome visitors
- Weather
- NOTAMs and Airspace
- Airfield hazards and active runway
- Tug pilot and tow out patterns
- Safety Topic
- Training requirements & glider allocation
- Task Setting

It is important that all pilots, including tug pilot, attend the morning briefing or ensure that they have discussed the weather and procedures for the days flying with the Duty Instructor.

From time to time mid-week operations will be organised for such things as training courses, visiting pilots, or visiting clubs. In these instances a L2 Duty Instructor will be appointed to be in control of operations.

Other mid-week operations by arrangement, Refer Section 1.11 and 4

- 1.1.1 The Duty Instructor has absolute authority for operations and may terminate flying for any reason at his or her discretion.
- 1.1.2 All pilots shall familiarise themselves with current notices before flight, i.e. airspace restrictions, NOTAMS, weather forecast and other restrictions.
- 1.1.3 The onus is on the pilot to be able to produce evidence of ratings on each flying occasion. Pilots are required to have with them an up-to-date log book and the appropriate authorisations.
- 1.1.4 DDSC is responsible for Search and Rescue for gliders operating under its jurisdiction. Consequently all pilots are required to provide adequate information to the Duty Instructor or Duty Pilot of their flight intentions. For operations where no Duty Instructor is in attendance holders of GPC, Level 1 or 2 Independent Operators are responsible for organising their own SAR as per GFA MOSP2. Also refer Clause 1.11
- 1.1.5 It is the responsibility of every pilot to monitor their own currency and ratings and ensure that renewals are carried out prior to the required renewal date. Refer Clause 1.4



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1.2 General Rules

- 1.2.1 Members should either help to get aircraft ready for flying or stay on the field to assist until all equipment is stored away at the end of the days flying.
- 1.2.2 Members should assist in normal ground crew duties.
- 1.2.3 Smoking is not permitted in or within 30 metres of aircraft, within 30 metres of any refuelling operations or in the hangars, clubhouse, accommodation or any other building owned by DDSC.
- 1.2.4 Solo pilots should attain a DI rating at the earliest opportunity.
- 1.2.5 Only financial members of DDSC or other GFA affiliated clubs are permitted to fly club aircraft.
- 1.2.6 All incidents and accidents must be submitted on the GFA SOAR system and will be investigated by the Training Panel with the aim of continuous improvement in safety outcomes.
- 1.2.7 DDSC reserves the right to remove ratings at any time at its discretion but will always follow the principles of Just Culture.

1.3 Incident Reporting.

- 1.3.1 DDSC insists on the reporting of all incidents, accidents and newly identified hazards. It is essential that we report these occurrences so we can learn from the events, in order to develop process and procedures to prevent repetition. The training Panel will investigate and review occurrences with concern for confidentiality and Just Culture, and takes the view that the information learned from occurrences is to be used to improve our operational performance and for the safety of members and others.

1.4 Currency.

- 1.4.1 All ratings are issued for 12 months, but lapse if a pilot fails to meet the following currency requirements.
- 1.4.2 To be current, pilots shall
 - Have a current valid medical (refer 1.5 below), be a financial member of GFA and an affiliated Australian gliding club, and be able to produce a current GFA membership card.
 - Have satisfactorily completed an Annual Flight Review (AFR) in the previous 12 months. AFRs expire on the last day of the month that it was flown in and you may do your next AFR up to 3 months ahead of time without changing the anniversary date.
 - For pilots with less than 75 hours total flying experience, flown a glider within the last 30 days.
 - For pilots with over 75 hours total flying experience, flown a glider within the last 90 days.
 - Have with them at the airfield, an up-to-date logbook with the necessary endorsements.
 - Pilots who do not meet the above requirements will be required to undertake a check flight or flights with a L1 or higher rated Instructor.
 - Additional requirements apply to all levels of Instructors, refer to GFA MOSP2 Clauses: 11.3.2 to 11.3.5.



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1.5 Medical Requirements.

- 1.5.1 Refer GFA MOSP2, Clause 10.1 and GFA Operational Regulations, Clause 3.2, which are summarised below.
- 1.5.2 If you are an Air Experience Instructor (AEI) or an Instructor, The GFA uses the '[Austroads Standards](#)' for the issue of a private motor vehicle driver's license medical certificate, as contained in the Austroads Inc. publication 'Assessing fitness to drive for commercial and private vehicle drivers: medical standards for licensing and clinical management guidelines, March 2012', or a later version as in force from time to time. Your assessing medical practitioner **must** sign the **GFA Medical Practitioners Certificate of Fitness**. This form can be downloaded from www.glidingaustralia.org or the club's website.
- 1.5.3 This certificate is valid for four years for pilots under forty years of age and two years for pilots over forty years of age. Unless you suffer a loss of fitness or illness as specified in the Certificate, in which case you may not continue to Instruct and/or fly until the condition is treated and you can obtain a new certificate. Refer GFA Operational Regulations, Section 3.2 for further information.
- 1.5.4 If you do not fit into the above categories you must self declare annually when renewing GFA membership using the self declaration form, provided you do not suffer from any of the medical conditions listed on that form. The self Declaration form may be downloaded from the GFA or club website.
- 1.5.5 Pilots commencing *ab initio* training must submit the appropriate medical certificate prior to commencing any flight training.

1.6 Blue Cards.

- 1.6.1 Any pilot who holds an AEI Rating or above is required to obtain a Queensland Child Related Employment Blue Card for Volunteers, and keep this notice current. AEIs or above who do not hold a positive notice may not fly with a person under 18 years of age unless:
 - That person is a relative, or
 - That person is a person for whom they are a legal guardian, or
 - The flight is a private flight with a family friend.

1.7 Flarm Collision Avoidance

- 1.7.1 All aircraft flying from DDSC are required to be fitted with, and have operational, FLARM devices.
- 1.7.2 The club shall maintain the current version of the Flarm software for club aircraft (including Tugs) and private owners shall maintain the current version of the Flarms for their aircraft.

1.8 Use of Parachutes in Club Gliders.

- 1.8.1 The wearing of a parachute is compulsory when flying gliders operating from DDSC with the following exceptions:
 - The additional weight of a parachute would take the cockpit load beyond the aircraft placard limit. This limitation must be observed and club aircraft must be operated within their placard limits, or



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- Some tall and large pilots find that the use of a parachute can restrict the use of controls or is unacceptably uncomfortable.

1.8.2 This exemption does not apply during any competition where a parachute is declared mandatory.

1.8.3 Refer SMS Section 9 Parachute Management.

1.9 Use of Cameras in Club Gliders

The Darling Downs Soaring Club Camera Policy sets out the accepted criteria for the use of “GO PRO” and similar personal camera devices on or in Club Aircraft.

1.9.1 The external use of any camera device whether permanent or temporary is **NOT** allowed unless an appropriate engineering document is produced for its fitment and operation and then only at the committee’s discretion.

1.9.2 Cockpit use of a camera device is to be permitted under the following circumstances.

- Cameras may be used during dual training flights at the discretion of the L2 instructor of the day.
- Cameras can be used at the PICs discretion by any solo pilot with a B certificate or above in any club aircraft.
- Pilots flying solo from their First Solo to the completion of their B certificate will have the right to apply to the L2 instructor of the day to use a camera on these flights. There is no implied right for pilots at this level to use a camera however. The decision made by the L2 whether to allow a camera to be used or not will be final and no pilot will have the right to an appeal if refused.

1.9.3 The use of a camera is subject to the following requirements

- The camera must be made secure whether on the person or temporarily attached to the inside of the aircraft. The camera shall not be held by the pilot at any time.
- The camera must be placed in such a way as to not impede the normal operation of the aircraft including all emergency operations/controls
- The camera shall not impede the visibility out of the aircraft (of either occupant in a 2 seat aircraft) and not impede the view of any instrumentation.
- No damage or permanent change to any part of the aircraft is to occur.
- Pilots from first solo to B certificate allowed to fly solo with a camera may only do so if the camera is arranged in such a way that the pilot cannot access or manipulate the camera in flight. This is to ensure the pilots attention is fully focused on flying the aircraft on their early solo flights.

1.9.4 Passengers and Air Experience Flight recipients (AEFs) will not have these restrictions placed on them. Passengers and AEFs will be able to have access to camera devices if they wish at the discretion of the PIC and must be well briefed as to what they can do and what they can’t do with the camera as part of the normal passenger/AEF briefing.



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- 1.9.5 There will be no restriction on the use of footage recorded by members in any way however any pilot using this footage to bring the club into disrepute or that shows any illegal or dangerous flying practices will be subject to action by the committee and/or Training Panel.

1.10 Air Experience Flights.

- 1.10.1 A person, who purchases an Air Experience Flight, becomes a GFA member for 9 consecutive days. Flying rights are limited to 10 flights or 5 hours. No solo flight. Not permitted to be pilot in command. No voting rights. Not required to be a club member. Available more than once in a calendar year.

1.11 Mid Week Flying.

The club will from time to time organise mid-week operations which will be under the control of a DDSC L2 or higher rated instructor, who will conduct a daily briefing with particular reference to Oakey airspace.

- 1.11.1 Should a suitably qualified member desire to fly independently at McCaffrey Field, **prior flight approval must** be obtained from the CFI. If approval is granted, comply with all of the following:

- Comply with any conditions or restrictions imposed by the CFI
- Comply with all necessary airspace requirements, NOTAMS and Section 4, Oakey Airspace Procedures
- Maintain a SAR log for cross country flights
- Organise a tug pilot (if required).
- Ensure electronic flight and tug sheets are forwarded as usual.

- 1.11.2 Pilots who do not meet the requirements of 1.11.1 above must have the operations supervised by a L2 or higher instructor.

1.12 Wave Flying.

- 1.12.1 Pilots wishing to fly in mountain wave conditions shall:

- Hold a GPC or hold the previous Open Cross Country Endorsement.
- Have had a briefing on wave flying from an instructor who has wave flying experience and approved by the CFI or other experienced member approved by the CFI. Have their log book endorsed. Refer Clause 1.12.2 below.
- Not exceed an altitude of 10,000ft QNH unless equipped with an operational Oxygen system.

- 1.12.2 The CFI may give general permission to experienced pilots at his/her discretion. Both the CFI and the briefing Instructor/member shall endorse the logbook of applicants in accordance with permissions and briefing.

1.13 Disciplinary Action.

- 1.13.1 DDSC believes in a Just Culture for behaviour management and will use this process to manage pilot behaviour in the event of unsafe occurrences.



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- 1.13.2 It is, however, the Duty Instructors responsibility to manage flying safety for all members. Therefore the Duty Instructor has the daily authority to counsel any pilot who in his opinion is not demonstrating safe flying practices. In the interest of safety, of the pilot and others, this counselling may extend to requesting that a pilot undergo additional training to correct unsafe habits or performance and/or restrict solo flight until such training is completed satisfactorily.
- 1.13.3 In the exceptional case of a pilot deliberately or repeatedly, flagrantly breaking safe flying practices the Duty Instructor has the responsibility and authority to withdraw flying privileges until the Training Panel considers the situation. In such instances the Duty Instructor must notify the CFI and Training Panel as soon as practical. Such instances will require the Duty Instructor to lodge an Incident Report on the GFA SOAR reporting system. The offending pilot has the right to appeal, in writing or in person to the CFI and will be accorded a hearing and be treated under the principles of Just Culture and according to club rules. Also refer MOSP2 Clause 10.9

1.14 Launch and Circuit Procedures.

- 1.14.1 DDSC operates as an aero tow operation and as such follows the procedures laid down in GFA OPS0008 Aerotow Manual.
- 1.14.2 Once a glider has released from tow, both aircraft are to leave the tow out area as soon as practical.
- 1.14.3 Glider pilots have the option to release early using the following procedures:
- Pilots releasing low in the tow out area assume responsibility for maintaining separation from launching aircraft and should move away from the tow out pattern area as soon as practical
 - Pilots who release early in good lift must consider the safety of others and the increased risk posed by circling in the tow out area. Safety should be the primary consideration in releasing early.
- 1.14.4 Tug aircraft/glider combinations have right of way and are far less manoeuvrable than a glider, which should move clear of the combination's expected flight path.
- 1.14.5 Launch Procedures for Self Launching Gliders.
- Self Launching gliders should commence their ground roll from the operating launch point and make standard radio calls as per Civil Aviation Advisory Publication CAAP 166-2(0) titled "Pilot's Responsibility for collision avoidance in the vicinity of non-towered aerodromes using "see and avoid"".
 - Self launching gliders should follow the Standard Procedures for towing aircraft see Clause 1.14.8 below as far as practical. With low climb rates, particular care is needed with lookout to ensure safe separation from other aircraft, remembering that unpowered gliders and Tug/glider combinations have right of way.
 - Pilots wishing to obtain a self launching endorsement should first read the GFA MOSP2 Section 20 Powered Sailplanes, and the relevant sections GFA Operational Regulations, which detail the training requirements to obtain a self launching endorsement.



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1.14.6 Standard Circuit Procedures for Gliders.

- Gliders are not to cross the runway at less than 1000ft AGL except as part of the circuit for landing.
- All normal circuits are to be left handed.
- Aircraft will descend on the inactive side of the circuit and join circuit with a crosswind leg ideally crossing the threshold of the inactive runway, followed by downwind, base and final legs leading to a normal landing.
- Flying “upwind” in the “downwind” leg of the circuit below 1500ft AGL and thermalling on the active side of the runway in the vicinity of the circuit area below 1500ft AGL both present serious risks of mid-air collision and are not permitted.
- Entering the circuit radio calls are required as per Civil Aviation Advisory Publication CAAP 166-2(0) titled “Pilot’s Responsibility for Collision Avoidance in the Vicinity of Non-towered Aerodromes using “See and Avoid””. This document is summarised in DDSC Doc 23 Radio Procedures for Glider Pilots.
- At the end of ground roll pilots should vacate the aircraft promptly and remove the aircraft from the runway as soon as practical.
- Pilots are cautioned not to “taxi off”. Where an experienced pilot wishes to “taxi off” for convenience, this must be carried out only when the taxiing pilot assumes responsibility and is certain that the manoeuvre will not interfere with other aircraft landing or taking off.

1.14.7 Exceptions

- In an emergency where the standard circuit may be modified in the interest of pilot safety
- In the case of an instructional flight where the instructor as pilot in command has given a specific instruction as part of the training syllabus.
- If a straight in finish (long final) is being performed.
- If a low level, high energy finish is being performed by a Low Level Endorsed pilot. This procedure must be performed in accordance with GFA MOSP2 Section 10.8 and GFA Operational Regulations, Section 3.3.3
- If a non standard circuit or finish is flown that is not an emergency the pilot in command must ensure that all circuit traffic is aware of the non-standard circuit intentions of the glider. Good lookout and aircraft separation must be maintained.
- At no time will these procedures prevent the pilot in command of the aircraft deviating from these procedures in the interest of operational safety.

1.14.8 Standard circuit procedures for towing aircraft.

- The tug aircraft should tow straight out to 1000ft AGL or until well clear of the circuit joining area and then turn left as per power circuit procedures.
- The tug aircraft should continue to climb in proximity of the landing strip so that the glider maintains a safe glide angle back to the strip. Tug pilots are cautioned to be vigilant in strong wind conditions that the combination climbs upwind of the strip.



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The PIC of the glider may request variation of the climb procedure and this may be done, after the initial climb and turn, at the discretion of the tug pilot.

- After release, the tug aircraft joins cross wind or downwind and flies a wide downwind and base outside the glider circuit.
- Entering the circuit radio calls are required as per Civil Aviation Advisory Publication CAAP 166-2(0) titled Pilot's Responsibility for Collision Avoidance in the Vicinity of Non-towered Aerodromes using "See and Avoid"
- Tug pilots should plan their circuits to reduce risk and maximise safety regardless of the loss of personal convenience.
- At no time will these procedures prevent the pilot in command of the tug aircraft deviating from these procedures in the interest of operational safety.
- Any variation to standard procedure on a day to day basis shall be detailed by the duty instructor at the morning briefing. Therefore it is important that all pilots, including tug aircraft pilots, attend the morning briefing or ensure that they have discussed the circuit procedures for the days flying with the Duty Instructor.

2. Training Procedures and Progress path

2.1 Glider Pilot Certificate.

- 2.1.1 The Glider Pilot Certificate (GPC) is awarded to pilots in recognition that they have been trained and assessed as competent to operate a sailplane as an independently proficient GFA soaring pilot following satisfactory completion of the GPC Training Syllabus, which includes meeting the requirements for the issue of a Level 1 'restricted' independent operator endorsement.
- 2.1.2 DDSC will conduct *ab initio* and advanced training leading to the award of a Glider Pilot Certificate in accord with the Training Syllabus set down by the GFA. This training will be recorded in the student pilot's log book and on Training Cards developed from this Syllabus. These Training Cards remain the property of Darling Downs Soaring Club and must be returned to the club for copying at any time requested and on application for GPC. After a copy is retained by the club, the original card can be returned to the pilot.

2.2 Radio Endorsements.

- 2.2.1 Prior to first solo pilots must receive a GFA Flight Radiotelephone Operator's Logbook Endorsement or already hold a Flight Radiotelephone Operators Licence (FROL). The primary reference document is "Airways and Radio Procedures for Glider Pilots" available on the GFA web site www.glidingaustralia.org
- 2.2.2 Radio endorsements can be carried out by any L1 or L2 Instructor who hold either the above endorsement or a FROL, with an oral exam and if successful endorse the pilot's logbook as follows.



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This is to certify that (name)..... Has successfully passed an oral exam on radio usage and procedures and is approved to operate VHF flight radiotelephone equipment carried in gliders.

Instructor (Name)..... Level.....

Instructor Sign..... Darling Downs Soaring Club

Date: ... /.../.....

Guidelines for Radio Usage in the Darling Downs Region - Refer DDSC Doc 23 Radio Procedures for Glider Pilots.

2.3 Advanced Soaring.

2.3.1 DDSC will also provide advanced soaring instruction and coaching following the principles laid down by the GFA and encourages pilots to attempt the various achievement levels laid out in GFA Sporting Manuals.

2.4 Conversion Progress.

2.4.1 It is preferred that training commences in the Puchacz, ASK 21 or DG1001, and extends from there. However, where physical, availability or other constraints are present, *ab initio* training can be carried out in the Duo Discus. Standard procedure is to evaluate single seater conversions with a check flight in the Duo Discus. However should the Duo Discus be unavailable, a rear seat check flight in the ASK21 or Puchacz may be deemed acceptable. Also refer Clause 2.5 Club Aircraft Solo Flight Conversions.

2.4.2 The standard progress path is:

- Puchacz / ASK21 / DG1001
- Jeans
- Hornet
- Discus
- Duo Discus

2.5 Club Aircraft Solo flight Conversion Requirements.

2.5.1 A conversion flight test is required prior to conversion to a first single seat glider or new type, unless a L2 Instructor waives this requirement due to the pilot's prior experience.

2.5.2 Pilot must demonstrate knowledge of the Flight Manual (and DDSC Pilot Notes if available) for the aircraft.

2.5.3 The conversion must be carried out by an Instructor who has flown the type or has sufficient experience on similar types.

2.5.4 The conversion must be endorsed in the pilots log book.

2.5.5 Type Specific Requirements for Solo Flight



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Aircraft	Min Gliding Hours	Other Requirements
Puchacz / ASK21	n/a	Completion of the solo syllabus and check flight, if type not previously flown
Jeans	n/a	'A' Certificate plus Duo check flight**
Hornet	40*	Duo Check Flight**
Discus	70*	Duo Check flight**
Duo Discus (Front Seat)	70*	
Duo Discus (Rear Seat)		

* May be varied at the Duty Instructor's discretion depending on pilot's previous experience.

**Check flight requirement for conversion to type includes demonstrated speed control throughout the flight, correct landing techniques, at a competency level for the aircraft to which the person is being converted.

2.6 Authorisation for Cross Country in New Type.

2.6.1 Prior to taking any aircraft cross country, pilots must have completed five landings on that type. For flapped aircraft, this would include a range of flap settings. The Duty Instructor may waive this requirement depending on the pilot's previous experience.

2.7 Application for Changed Privileges.

2.7.1 While the Training Panel makes every effort to ensure students progress through the training system leading to the award of a GPC and ongoing coaching as required, the individual pilot must take final responsibility for their continued progress. The responsibility for ratings rests with the pilot. Pilots shall make application to the Training Panel, CFI or checking instructor for the necessary approval or rating and have the necessary log book endorsement and/or sticker issued. Pre GPC pilots must also have their Training Card signed.

3. Cross Country Flying

3.1 Cross Country Training Area.

3.1.1 The Cross Country Training Area has been established to provide a safe flying area with maximum safe out landing opportunities for pilots flying solo after obtaining their C Certificate, while gaining cross country experience leading to the award of the GPC. Refer to 3.2 below.



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- 3.1.2 The area is bounded by: Jandowae; Warra; Kupunn; Millmerran; Yarranlea and Quinalow.
- 3.1.3 Pilots will have this restriction lifted on completion of the Training Syllabus and award of a GPC.

3.2 Requirements for All Pilots Flying Cross Country.

- 3.2.1 Be able to perform a DI and de-rig and rig the aircraft.
- 3.2.2 Provide a suitable retrieve vehicle and arrange a retrieve crew.
- 3.2.3 Prior to award of a GPC (or previous equivalent), fly only within the Cross Country training Area. Seek the approval of the Duty Instructor, who will consider the intended flight in view of the pilots experience, the prevailing weather conditions and the terrain to be covered. Pilots who have not received any in-flight cross country training are unlikely to be granted permission except in the safest of circumstances.
- 3.2.4 Recognise that DDSC has a SAR responsibility for all gliders flying from its field and advise the Duty Pilot or Duty Instructor of the details of the flight prior to launch.
- 3.2.5 Ensure that the aircraft has a serviceable radio.
- 3.2.6 Ensure that the trailer is serviceable.
- 3.2.7 All pilots when flying cross country are encouraged to carry a serviceable mobile phone with 'network coverage' in the area to be flown, or a SPOT, PLB or equivalent.

3.3 Local Soaring Area.

- 3.3.1 All Pilots that do not have access to cross country flying areas will be limited to "Local Soaring" only. This would include pilots from first solo until allowed to operate in the cross country training area after completing their C certificate.
- 3.3.2 The "Local Soaring" area is comprised of an area that has a 30 Kilometre (16 Nautical Mile) radius from the DDSC airstrip and NOT in the Wellcamp/Toowoomba CTAF. All affected pilots flying in this area are to remain within its limits and at all times be within a glide angle that will permit recovery onto the duty runway following a normal circuit.

4 Oakey Airspace Procedures

McCaffrey Field is located within Restricted Airspace R654B. This airspace is activated by NOTAM and is controlled by the Army Aviation Centre Oakey. A Memorandum of Understanding between The Army Aviation Centre and DDSC is in place to ensure and manage access to R654B by DDSC. R654A, B and C airspace is not normally activated on weekends; however the Duty Instructor should check NOTAMs prior to commencement of flying.

Midweek deactivation of R654B, for DDSC, is carried out with prior notice to the Army; however the Duty Instructor is required to check NOTAMs to ensure that R654B airspace is inactive prior to commencement of flying.



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R654A and C will generally, never be deactivated mid week (except for public holidays, etc)
Full details of application for release of airspace at other times is contained in DDSC DOC25. A copy is located on the Office Notice Board adjacent to the phone.

5 Search and Rescue (SAR) Action for Gliders

At the completion of the days flying the Duty Instructor will check to ensure that all gliders have been accounted for. If not they will take the appropriate action at one hour after last light.

5.1 Procedures

- 5.1.1 The GFA MOSP2 Section 8.1.18 details the actions to be carried out in the event of a glider being unaccounted for at the end of the days flying and is quoted as follows:
If any glider remains unaccounted for at the end of the days flying and a message has not been received as to the whereabouts of such a glider or the safety of its crew by one hour after last light, the person responsible for the days operations, (usually the Duty Instructor) must initiate SAR action by telephoning the Rescue Co-Ordination Centre on 1800 815 257 or 03 6230 6899
- 5.1.2 A copy of all SAR Procedures will be kept in the club office adjacent to the phone and another copy in the Pie Cart.
- 5.1.3 To facilitate SAR action details of the flight must be given to AusSAR. To assist with this all pilots flying cross country must leave a copy of the proposed flight route with the Duty Instructor or Duty Pilot prior to launch.
- 5.1.4 The Duty Pilot will maintain a form in the pie cart and all pilots flying will leave a copy of the proposed flight. It is sufficient to indicate you will be flying within the Training Area if this is what you intend.
- 5.1.5 If operating outside the Training Area then proposed turn points must be given.

END