

DDSC DUTY PILOT CHECKLIST

START OF DAY

- Be at the airfield before 9:00 am to help the duty instructors and tow pilots get ready.
- Take the pie-cart mobile phone and orange duty pilot folder to the pie cart



- Organise people to help the duty instructor get the aircraft ready. (**DI books, parachutes, and batteries** need to be put in each aircraft, the aircraft **DI'ed**, and **cleaned** – *washed and vacuumed if needed*).
- Help Allocate students to gliders
 - Try to preference flights to students and members who have made bookings
 - Aim to get each student 3 flights per day if possible
 - Ensure tug pilots are ready when needed – (give notice if required)
 - Allocate check flights and circuit training for early in the morning if possible
 - Ensure retrieves on field are efficient and safe and appropriate equipment used