



Aero Fliers, Inc.

SOP – Pilot Currency and Proficiencies

ARTICLE I. PURPOSE

- A. Club aircraft are to be operated only by Club Members in good standing and meeting the requirements specified in this operating procedure. The requirements in this operating procedure do not supersede those established in the Federal Aviation Regulations (FARs).

ARTICLE II. OPERATING PROCEDURE

- A. **General.** The Club aircraft shall not be loaned, leased, or otherwise given for use to non-Club members, nor shall they be used for hire, charter or other commercial purposes, air races, participation in air shows, towing gliders, or sport parachuting.
 - 1. All members of the Club shall comply with all Federal Aviation Regulations, state, airport, and Club rules while operating Club aircraft.
 - 2. Each member must ascertain that the airworthiness and registration certificates, appropriate operating limitations, and operator's manual are in the aircraft prior to commencing flight and any required supplemental manuals.
 - 3. All aircraft operating limitations must be observed. Aerobatic maneuvers are prohibited except for those which are permissible under the operating limitations when the aircraft is operated in the utility category.
 - 4. Any violation of this policy will result in the offending member being brought before the Board of Trustees for possible disciplinary action.
- B. **Insurance Requirements.** It is the responsibility of each individual member to be sure he/she has complied with the Club's insurance policy requirements as well as compliance with FAA requirements to operate the specific aircraft of the Club. Because these insurance requirements change each year, it will be:
 - 1. the member is responsible to be aware of the insurance requirements; and
 - 2. the Secretary's responsibility to publish the requirements any time they change in the next billing to inform each member of the current requirements; and
 - 3. the Club's Chief Flight Instructor to keep the other Club CFIs informed of the current insurance requirements.
- C. **Checkouts Procedures.** All members must be checked out by a club CFI before serving as PIC in any club airplane.



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1. No member may fly as PIC under Instrument Flight Rules without first receiving an IFR checkout from a club CFII. The 182 requires a *minimum* of five hours of dual instruction before a VFR checkout may be completed. If a pilot already has at least 10 logged hours of previous C182 time within the last 2 years, the five-hour minimum may be waived at the instructor's discretion; however, the ground training and Aero Flier specific training listed below must still be completed satisfactorily.
2. The Debonair requires a minimum of ten hours of dual instruction before a VFR checkout may be completed. If a pilot already has a complex and high-performance endorsement and at least 10 hours of logged time in a retract airplane within the last 6 months, the ten-hour minimum may be waived at the instructor's discretion; however, the ground training and Aero Flier specific training listed below must still be completed satisfactorily.
3. CFIs shall use the following guidelines when conducting a VFR checkout:

Ground Training:

- a. Ensure the pilot has a valid FAA pilot certificate (ASEL).
- b. Ensure the pilot has required endorsement(s) (i.e. high performance, complex) and it is in Flight Circle.
- c. Ensure the pilot has current medical or basic med and it is updated in Flight Circle.
- d. Ensure the pilot takes the written test on the Aero Fliers website. Review any wrong answers and questions with the pilot.
- e. Review club policies (Code of Regulations, Scheduling of Aircraft, etc.) found on the Aero Fliers website under the tab labeled: More->Club Documents.
- f. Ensure the pilot knows how to dispatch and check the airplane in on Flight Circle.
- g. Ensure the pilot knows where the oil is kept, and which type of oil goes in the airplane.
- h. Ensure the pilot knows how to write a squawk and ground the airplane if necessary.



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- i. Teach the pilot to hang car keys on the rack when taking airplane keys.
- j. Ensure the pilot knows where the aircraft logs are.
- k. Ensure the pilot knows where the aircraft documents are kept in Flight Circle.
- l. Ensure the pilot knows to fuel the plane after every flight if more than 10 gallons were burned. Give him/her Summit FBO's phone number.
- m. Ensure the pilot knows to wipe bugs after each flight. Only use the appropriate towels and cleaner on the plexiglass.
- n. Show the pilot where the tire gauges and air compressors are.
- o. Show the pilot where the GPU is and how to use it.
- p. Do not store items on the dash (i.e. kneeboards, headsets).
- q. Plug in the oil pan heaters in the winter.
- r. Hangar doors are either fully opened or fully closed. They should be closed when gone on a flight even if just staying in the pattern.
- s. Ensure the pilot knows where fire extinguishers are in the airplane and the hangar.
- t. Ensure the pilot knows how to connect the tow bar and can safely take the plane out and put it back in the hangar. If the tow bar is not actively being used, it should never be left attached to the airplane.
- u. Review ADM (i.e. PAVE, IMSAFE), personal minimums, getting weather briefings, checking NOTAMs.
- v. Review non-towered operations.
- w. Review pattern operations (Discuss the KCAK Class C floor, left pattern, frequencies, pattern altitude). Discuss the high level of training activity (AW, KSU).
- x. Review preflight of the airplane.

Flight Operations:

- a. Show the pilot where the runup area is.



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- b. Maneuvers must include normal TOLD, Go Around, stalls (including imminent stall awareness), slow flight, steep turns, soft TOLD, and emergency procedures (engine failure). In the Deb, the pilot also must do an emergency descent and manual gear extension. The emergency descent should only be done once during training (not practiced) because it is hard on the engine. Each instructor can add to this list but cannot detract from it. These items must be completed to the ACS standard commensurate with the pilot's certificate (private or commercial).
- c. Ensure the pilot knows how to operate the avionics, including the autopilot, Garmin GPS, G5, Aspen (Debonair), and JPI engine monitor.
- d. Come to a complete stop off the runway (entire airplane is past the hold short line) before "cleaning up" the airplane after a landing.
- e. Continental engine (182 and Deb) CHTs should not exceed 380 degrees. Review appropriate actions if hot CHTs (check mixture, check cowl flaps).
- f. Explain how to fly out of AKR when there is a TFR in effect.
- g. Explain that Class E extends to the surface, which means different minimums for pattern work.
- h. Ensure pilots do not opt out of emails from Flight Circle.
- i. Gear extension speed (V_{ie}) the Deb is 154kts and gear operation (V_{io}) speed is 145kts.
- j. Explain the door latch and unlatch procedure in the Deb; it won't close when in flight.
- k. Debonair pilots will be required to complete the online BPPP program offered by the ABS prior to being checked out in the Debonair. This will require joining ABS for at least one year (current price is \$95).
- l. Review the CO detector.

Miscellaneous:

- a. Both the instructor and the pilot must agree that the pilot is safe to fly the airplane before successful checkout.
- b. Once checked out:



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- 1) Log the VFR checkout as both a checkout and Flight Review in the pilot's logbook.
- 2) Ensure the pilot is listed as "checked out" and the pilot's Flight Review is updated in Flight Circle.
- 3) Inform the Chief Flight Instructor.
- 4) Chief Flight Instructor should make an announcement to the club congratulating the pilot on his/her accomplishment.

IFR Checkout Procedures:

- a. There is no minimum time requirement for the IFR checkout, however pilots are encouraged to become familiar with the airplane in VFR conditions after their VFR checkout prior to requesting an IFR checkout. The IFR checkout shall at a minimum require the pilot perform the following to instrument ACS standards:
 - 1) Filing an IFR flight plan.
 - 2) Picking up a clearance from a non-towered airport.
- b. An ILS approach, a GPS approach, and an approach without vertical guidance.
- c. At least one approach must be made into a non-towered airport and at least one must be made into a towered airport.
- d. At least one approach must be hand-flown from the final approach fix to the MAP/MDA (use of the flight director is authorized if applicable).
- e. At least one approach must be flown coupled to the autopilot.
- f. At least one approach must be made with loss of a primary instrument (e.g. one G5).
- g. At least one missed approach.
- h. At least one hold.
- i. If a pilot previously received an IFR checkout in a different Aero Fliers airplane, then he/she is not required to complete steps 1a or 1b for future IFR checkouts.
- j. The IFR checkout should be logged as an Instrument Proficiency Check in the pilot's logbook.



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- k. No pilot who is not IFR rated and current may be PIC of an Aero Fliers airplane on a trip further than the lesser of 120NM or two hours from KAKR without permission from a club CFI.
 - l. No pilot without an IFR rating and current may take an Aero Fliers airplane on an overnight trip without prior permission from a club CFI.
- D. **Flight Reviews.** Members who fly club aircraft are required to meet all applicable FARs. A Certified Flight Instructor may require a flight review of any member for just cause.
- E. **Student Pilots.** Every solo flight made by a student pilot must be specifically approved by the student’s endorsing CFI prior to take-off. This authorization may be given orally.
- 1. Student pilots who have not flown dual for forty-five (45) days shall make their next flight dual.
 - 2. A student pilot must be endorsed by club CFI to solo club aircraft.
- F. **Touch and Go Landings.** Touch and go landings in complex aircraft are prohibited. It is a preferred procedure to clear the runway and come to a complete stop prior to cleaning up the aircraft (flaps, cowl, lights, etc.).

REVISION HISTORY

Approved by majority vote of the Board of Trustees:

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1.3	01/10/2023	On File
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