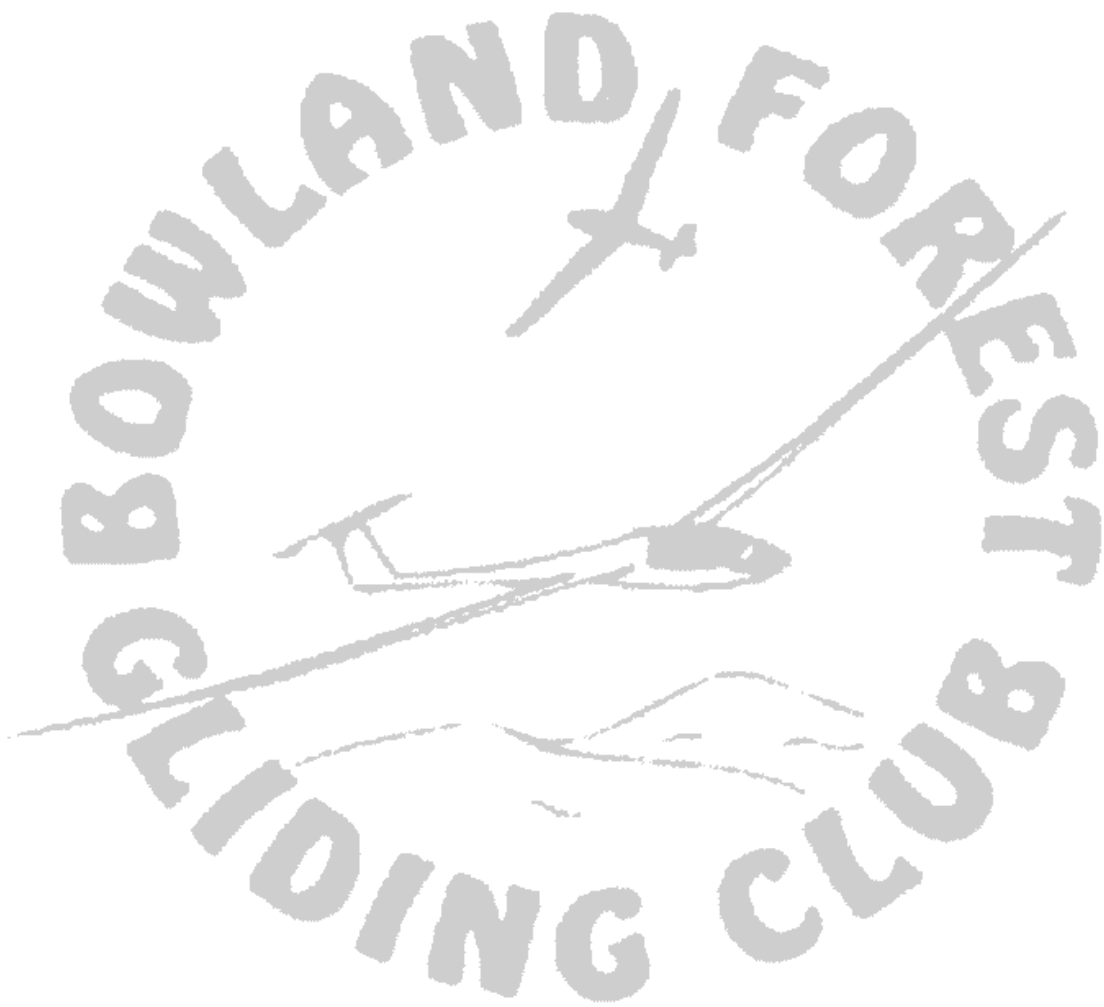


# FLYING



# ORDERS

**Bowland Forest Gliding Club  
Flying Orders**

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**Bowland Forest Gliding Club**

**Flying Orders**

**Foreword**

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

It will be periodically updated to reflect new/changed procedures. All updated versions will be published on the BFGC website. One fully base-lined version will be issued at the start of the flying year (in line with annual returns/card renewals) and included in the New Members Pack. Details of amendments will be posted on the CFI's notice board throughout the year.

It is the responsibility of every flying member to familiarise themselves with the contents of this document and to actively watch out for and read the updates.

**Phil Punt  
CFI**

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<b>Record of Amendments (since last base-lined version)</b>		
<b>No.</b>	<b>Date</b>	<b>Details</b>
4	02/10/08	Fourth base-lined version issued.
4.1	25/05/09	Para 1.3.8 New para added regarding the additional criteria that Assistant Category Instructors must undertake before they can supervise BI flights. Para 2.4.1 amended to clarify who can train and examine members wishing to DI aircraft. New para 2.4.3 added clarifying need for first pilot to fly an aircraft check DI has been carried out and that cable release checks have been undertaken. New para 3.22 added covering location of Club Aircraft and BGA documentation.
4.2	6/10/2009	Para 2.14 New Para added regarding Public Right of Way across field.
4.3	29/01/2010	Para 3.4.5 Deleted "Manchester ATC" in line 1 and replaced with "Scottish AC (Prestwick)"

## Bowland Forest Gliding Club Flying Orders

<b>Glossary of Terms</b>	
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 the BFGC site that includes the hangar, the apron, the trailer park and the airfield itself. It specifically excludes the car park and clubhouse.
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.
BFGC	Bowland Forest 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.
CB	Citizen's Band.
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.
DM	Duty Manager.
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.
Executive Committee	The elected body responsible for overseeing the day-to-day management of Bowland Forest Gliding Club and for developing and implementing its future strategies and policies.
GP	General Practitioner.
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 launch including checking "all clear" and conducting the hand signals.
MATZ	Military Air Traffic Zone.
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 Blue Card pilot holding a Passenger Rating).
P2	Student, visitor or solo pilot receiving a check flight in a two-seater.
PC	Personal Computer.
RTOL	Radio Telephony Operator's Licence.
UK	United Kingdom.
QFE	Height above the airfield (i.e. with the altimeter set to zero at the launch point).
QNH	Height above sea level (i.e. with the altimeter set to 600ft at the launch point).
VFR	Visual Flight Rules.

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## **1 Chain of Responsibility**

### **1.1 BGA Operational Regulations**

1.1.1 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. These are on sale in the downstairs clubroom.

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

### **1.2 Chief Flying Instructor (CFI)**

1.2.1 Operational Regulation 7.3 states, "The CFI shall have responsibility for all matters concerning gliding operations...." and "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."

1.2.2 The reason for this regulation is to ensure an absolutely clear chain of command. In the event of something going wrong, the CFI cannot hide behind anyone else; he stands or falls entirely by his own decisions. If an incident occurs as the result of an instructor's decision or during his watch, for instance, the CFI is also responsible for allowing that person to instruct.

1.2.3 Pilots must appreciate that the above is a strong incentive for the CFI to rigorously enforce all rules.

### **1.3 Duty Instructor**

1.3.1 No flying operations can take place unless a Duty Instructor is present on site (on the ground or locally in the air).

1.3.2 The Duty Instructor runs the flying operation on the field. He also carries a very heavy responsibility. For example, if a pilot has an accident, the Duty Instructor's Rating may be immediately suspended pending an inquiry. His instructions must be carried out and any pilot not doing so may be grounded and referred to the CFI.

1.3.3 At weekends the Duty Instructor is appointed based on a rota. Each period of duty lasts for half a day. The hours of duty are as follows:

- During Winter Time:
  - Morning duty 08:30 to 13:00
  - Afternoon duty 13:00 to official sunset
- During British Summer Time (BST):
  - Morning duty 08:30 to 14:00
  - Afternoon duty 14:00 to 18:30

1.3.4 Note, during BST the official duty ends at 18:30. This is to prevent the Duty Instructor being forced to continue on long summer evenings when he or she is tired. Flying operations can continue however, provided there is an available replacement or the Duty Instructor feels fit and is willing to carry on.

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- 1.3.5 On all other days an Instructor must be nominated, and take responsibility for, the role of Duty Instructor before any flying operations can take place. If flying operations are to continue when he leaves then he must ensure that a replacement Duty Instructor has been identified and suitably briefed on conditions.
- 1.3.6 The name of the Duty Instructor at any point in time must be recorded on the Chalk Board on the side of the DP Van so that members and visitors know who is in charge.
- 1.3.7 Regardless of whether it is a rostered or mid-week flying day, 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 from Chipping.
  - b) That appropriate meteorological reports are considered for their possible impact on flying operations and
  - c) That Blackpool ATC are called on 01253 472527 to advise that "Chipping Gliding Site is active until official sunset".
- 1.3.8 An Assistant Category Instructor cannot supervise instructional flights undertaken by Basic Instructors unless and until the following actions have been undertaken:
- a) He has successfully passed his Instructor Completion Course;
  - b) He has received an individual briefing session from the CFI or DCFI covering the BGA's "Guidance on the Supervision and Care of Pilots" and the BFGC "Risk Assessment Briefing".
- 1.4 Duty Manager (formerly Duty Pilot)
- 1.4.1 The Duty Manager acts as the Duty Instructor's manager on the ground. This role is very important, in fact some clubs make the Duty Instructor stay on the ground to do it and detail other instructors to do the flying.
- 1.4.2 As detailed in later sections, we need members to do all of the groundwork and the Duty Manager'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 Managers are therefore expected to report to the Duty Instructor any member or pilot who refuses to carry out a reasonable request. The Duty Instructor will then take appropriate action, which may include grounding and referral to the CFI. The CFI will refer persistent offenders to the Executive Committee.
- 1.4.3 The Duty Manager is distinguishable by a yellow 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. This is not to be used as an alternative to the DP Van airband radio but as an aid to the Duty Manager in monitoring flying activity to help ensure a safe and efficient operation.
- 1.4.4 In addition, the Duty Manager must ensure that the Club's mobile phone is fully charged and available in the DP Van for use in the event of an emergency. Furthermore, the Duty Manager must physically carry the mobile on all occasions where the "Chipping Box" airspace is open, so that he can be contacted by Air Traffic Services.
- 1.5 Safety and the Safety Officer

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- 1.5.1 ALL MEMBERS are responsible for safety both on the ground and in the air. Members must be mindful of their own actions and also 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 member/visitor, he must immediately act to prevent it developing into an incident.
  
- 1.5.2 The BFGC 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 who will evaluate it, look for patterns/trends and ensure that lessons are shared with all members. 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.

## **2 Ground Procedures**

### **2.1 Requirement to Work**

- 2.1.1 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. It is therefore a requirement that any member wishing to fly on a day does their share of work on the ground. Any member not doing so without good reason will be reported to the Committee with a view to sanctions being applied.

### **2.2 Starting the Day**

- 2.2.1 At the start of the day, authorised pilots may Daily Inspect (DI) aircraft and equipment without an instructor being present but nothing may be moved off the apron except at the direction of an Instructor.

### **2.3 Winch Drivers**

- 2.3.1 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.
- 2.3.2 To drive the winch at Chipping you must first be a solo standard pilot. Only pilots who have been trained and signed-off by an examiner approved by the CFI may DI and operate the winch.
- 2.3.3 The guillotines on the Skylaunch winch must be test fired every calendar month. This must only be done by those suitably qualified. Pilots trained in the general operation and DI of the winch are encouraged to take the opportunity to participate in the guillotine testing/re-setting in order to acquire the necessary skills. Once successfully test fired and reset, the tester must record this fact on the sheet provided for that purpose in the winch.
- 2.3.4 Any work that is done on the winch must be recorded in the Yellow 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. For example, the repeated need to top up oil or radiator water could be indicative of a leak or mechanical fault.

### **2.4 Daily Inspections (D.I.s)**

- 2.4.1 Aircraft DIs will be carried out only by those solo and pre-solo pilots who have been trained and signed-off by trainers and examiners approved by the CFI. An entry to that affect must be recorded in the section of their logbook relating to DIs. A list of approved trainers is on the noticeboard in the clubhouse.
- 2.4.2 Persons carrying out the DI must ensure that the glider is equipped with a fully charged battery and is clean; particularly the canopy, wheel box and leading edge of the wings/tailplane.
- 2.4.3 Whilst it is a requirement that aircraft should only be taken out to the launchpoint 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 that day and to ensure that cable release checks are carried out.

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### 2.5 Tractor Driving

- 2.5.1 Any member who is competent in the operation and use of a tractor 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.
- 2.5.2 A full list of rules for tractor operations is included at [Appendix 2](#).

### 2.6 Laying Cables

- 2.6.1 When towing out launch cables, the ideal situation is for the tractor to take an absolutely straight line from the winch to a point between the two aircraft to be launched. This is particularly true when the club is using plasma rope instead of metal cable.
- 2.6.2 When using metal cables, it may sometimes be more appropriate for the cables to be laid with a *slight* curve so that the first cable to be used pulls away from the other one. Typically the curve would track from the upwind side of the field towards the downwind side as the downwind cable is usually used to launch first. Tractor drivers must ask the winch driver for instructions.
- 2.6.3 When towing out cables the tractor driver should stop if he sees a glider on approach that could cross the plasma rope/cables. In such cases it is prudent to reverse very slightly to relieve the tension allowing the rope/cables to rest on the ground rather than standing proud.
- 2.6.4 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.

### 2.7 Launch Marshal

- 2.7.1 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.
- 2.7.2 It is **absolutely essential** that before calling "all clear above and behind" he has positively and methodically checked that this is so. This must include looking round the Duty Pilot (DP) van to make sure that an aircraft in the circuit is not hidden. 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.
- 2.7.3 When operating on runway 12 he must also check that the part of the field ahead of the aircraft, but hidden from the pilots view (i.e. the sloping ground) is also clear. If there is any doubt about the safety of people, particularly visitors, who may be near the cable run (for example walking up the track to or from the launch area) **the launch must be delayed**.
- 2.7.4 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 person operating the lights should give the stop signal (continuous white light) and the pilot must release the cable while the reason for the

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interruption is investigated. **No member must ever be criticised, not even as a joke, if it turns out that the “STOP” call was not necessary.**

### 2.8 Cable protocol (pilots ready for cable)

- 2.8.1 To avoid slowing the launch rate, particularly in busy periods, pilots are required to take sensible steps to ensure they are ready for the cable when it arrives.
- 2.8.2 It must be stressed that **no pilot must ever be rushed or badgered into the air** but it is not acceptable to delay things for erroneous activities such as finishing off a cigarette or showing off new equipment. In such or similar cases, the Duty Manager may have the aircraft pulled out of the line. If he does this, the Duty Instructor is expected to support this action.
- 2.8.3 The pilot has a duty of responsibility not to delay operations except for reasons of safety.

### 2.9 New members (showing them the ropes)

- 2.9.1 Joining a gliding club used to be a very trying experience. We have tried hard at Bowland Forest over the past few years to make new members feel welcome. It is all too easy to get into the habit of ignoring new members until they do something wrong and then criticising them. Remember, no-one can be expected to intuitively understand what is expected of them unless they have been properly shown and encouraged in the first place.
- 2.9.2 All members are required 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.
- 2.9.3 It is appreciated that it is not always easy to spot new members. If in doubt go over and introduce yourself to an unfamiliar face and offer assistance/advice if required.

### 2.10 Making Visitors Welcome

- 2.10.1 It is hoped that there is no need to remind members to be nice to all visitors. In particular, if you see people who might be visitors in the car park or on the apron, ask if they need any help in, for instance, how to get to the launch point safely.

### 2.11 Children on the Airfield

- 2.11.1 Children are not allowed on the airfield (which includes the apron, hangar and workshop) unless under the control and supervision of an adult. Note particularly the word “control”.
- 2.11.2 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.

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- Tractors are less manoeuvrable than cars, their brakes are less reliable and they are prone to skidding on wet, muddy ground.
- The CFI has a loud bark and a sharp bite!

**(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).**

### 2.12 Dogs

2.12.1 Dogs are not allowed on the airfield unless kept on a short leash at all times.

### 2.13 Cars on the Airfield

2.13.1 The normal and safest place for cars is in the club car park. Cars should only be taken airside (on the apron, around the trailer park or on the airfield itself) 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 disabled persons to and from the launch point;
- In the event of an emergency requiring urgent use of a vehicle.

2.13.2 In all other instances drivers should question whether or not they have a legitimate and justifiable reason for taking their car airside. This includes parking on the apron or adjacent to the workshop.

2.13.3 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.

2.13.4 Normal car insurance only covers vehicles on public roads or in the BFGC car park. 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. BFGC will accept no responsibility for damage incurred by a private vehicle airside.

### 2.14 Public Right of Way

2.14.1 A public right of way exists across the field directly to the west of the club house, approximately half way towards the top end of the field. It is the responsibility of duty managers, launch marshals, winch drivers and any members appropriately located on the field during flying operations to ensure the safety of members of the public using it.

### 2.15 End of the Day

2.15.1 It is the responsibility of the Duty Instructor and the Duty Manager to oversee the activity necessary at the cessation of flying operations. On mid-week days, when no Duty Manager is officially assigned from the rota, it is the responsibility of all members present to undertake this activity jointly.

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

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- 2.15.3 If the “Chipping Box” airspace has been opened, it should be closed using the procedures in the clubhouse office/DP Van.
- 2.15.4 All ground equipment (tractors, winch, DP van) must be returned to the appropriate areas on the apron and adjacent to the hangars/workshop.
- 2.15.5 The Logstar laptop should be taken into the main room of the clubhouse and the shutdown procedure listed there must be followed.
- 2.15.6 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 locked.
- 2.15.7 Prior to this, the Duty Pilot must ensure that all club parachutes are put in the parachute racks in the CFI’s office and that all club glider batteries are put on charge. In addition, where covers are provided for the gliders these should be put on being careful not to drag them across the floor where they may pick up grit and dirt (covers can be omitted if the gliders are wet).
- 2.15.8 Finally, during the months when the sheep are allowed to graze the field they should be let out but only once all gliders have been accounted for. There could be a lone glider making a marginal final glide from a cross-country flight that would have problems dodging sheep on the airfield at the last minute.

### **3 Flying Procedures**

#### **3.1 Medicals**

- 3.1.1 It is the responsibility of all solo pilots to ensure that they have a valid medical at all times. The current requirements are detailed in [Appendix 3](#).
- 3.1.2 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.
- 3.1.3 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.
- 3.1.4 Instructors must not send a pilot on his first solo without first establishing that he has a valid medical declaration. Ab-initio (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.
- 3.1.5 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.
- 3.1.6 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.

#### **3.2 Alcohol**

- 3.2.1 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.
- 3.2.2 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.
- 3.2.3 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.

#### **3.3 Card Requirements**

- 3.3.1 The club operates a coloured card system for all pilots to make it easier for the CFI and his instructors to allow pilots to fly in conditions that suit their level of experience and competence. The cards are issued by the CFI (or instructors acting on his behalf), on the basis of minimum experience requirements being met and the assessment of the instructors.

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3.3.2 The cards impose differing requirements on pilots and it is the responsibility of all pilots to know what these are and to comply with them. Failure to do so will result in disciplinary action being taken.

3.3.3 Details of the cards are given in [Appendix 1](#).

### 3.4 Local Airspace

3.4.1 The airspace around Chipping airfield is very busy. Local activity likely to affect us includes the following:

- *Blackpool Airport* - to the west. A very busy commercial and light aircraft site. Aircraft flying VFR in and out of Blackpool will often fly in the vicinity of Chipping to avoid the controlled airspace around Manchester.
- *Warton Airfield* - to the southwest. This is most active during the week with BAe Systems operating a variety of military and commercial aircraft. The MATZ extends to the outskirts of Longridge, only 3 nautical miles from Chipping.
- *Samblesbury Airfield* – to the south. Also used by BAe Systems. At weekends this is used by the Air Cadets flying self-launching motor gliders. These motor gliders frequently fly cross-countries in our general area.
- *M6 Motorway* – 4 nautical miles to the west of us. Aircraft routing north/south, flying VFR frequently use this line-feature to navigate and may be focusing on their map or GPS when they get near you.

3.4.2 Each day before flying operations commence at Chipping, the Duty Instructor must ensure that Blackpool ATC is telephoned on 01253 472527 and advised that “Chipping Gliding Site is active until official sunset”.

3.4.3 In addition to regular local traffic, Blackpool airport is an important refuelling point during the spring, summer and autumn for display pilots, in particular the Red Arrows. Information relating to air displays and other temporary restrictions can be found on the NOTAMs, which should be checked by all pilots daily.

3.4.4 Chipping airfield sits directly underneath the busy Class A Airway N615. This is the main route for commercial traffic crossing the Atlantic between most major English airports and the United States. Under normal operations the airway starts from Flight Level 65. Although Chipping is at 600ft above sea level, pilots must remember that this does not mean that the airway is 5,900ft above them. Directly to the North of the FL65 sector of N615 is the FL95 sector. Elements of both these sectors combined form what is termed the “Chipping Box”.

3.4.5 With prior permission from Scottish AC (Prestwick) (by phone) we can open the “Chipping Box” for our use initially up to Flight Level 100 and, if conditions warrant, extend this up to Flight Level 140. This facility is available to our club from 09:30 local time to sunset, 7 days a week. Full details on the procedures for opening the “Chipping Box” are provided in the clubhouse office and in the DP Van. The Duty Instructor and Duty Manager are jointly responsible for ensuring that these procedures are followed correctly.

3.4.6 A mere 2 ½ nautical miles to the east of Chipping is Class A Airway N576 with a lower limit of only Flight Level 55. Unlike N615 we cannot extend the lower limit for this Airway.

3.4.7 Full details of the local airspace are available on the current CAA 1:500,000 aeronautical chart. Details on the rules relating to opening airway N615, and the procedures to do so, are included in the main office at Chipping and the DP Van.

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### **3.5 Local Soaring (pre cross-country endorsement)**

- 3.5.1 Pilots who do not have the Cross-Country Endorsement to their Bronze Badge are restricted to local soaring.
- 3.5.2 At BFGC, this is defined as not more than five nautical miles from the airfield and always within gliding range.
- 3.5.3 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. The 1,000ft rule does not apply to pilots returning from the East and West Bowls following hill soaring. Specific hill soaring rules are covered in paragraph 3.11.

### **3.6 Length of Flight (club aircraft)**

- 3.6.1 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 Manager. 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). However in all other circumstances, if a pilot, flying a club single-seater, is close to their hour duration, it is acceptable to radio down and ask for permission to extend their flight subject to the glider not being required by a waiting member. Approval to extend the flight can then be given by the Duty Instructor or Duty Manager, or their nominated deputy, over the radio.
- 3.6.2 When flying a club two-seater, flights would normally be for no longer than 30 minutes but this can be varied at the discretion of instructors dependent upon demand and availability of instructors. For solo pilots flying club two-seaters, the concession at paragraph 3.6.1 also applies. Visitor flights should typically be for around 20 minutes.

### **3.7 Circuits**

- 3.7.1 The two general runway directions in operation at Chipping are 12 and 30 (120 and 300 degrees magnetic). Being a grass field, these approach lines are not clearly marked and pilots should note that gliders can land anywhere on the field and from any direction.
- 3.7.2 In addition, there is no preferred circuit direction. Pilots who have started their circuit should therefore be aware of the possibility of conflicting traffic from the opposite side of the airfield.
- 3.7.3 Because of the close proximity of Parlick Fell, circuits to the North of the airfield (clockwise for Runway 30, anti-clockwise for Runway 12) may encounter lee turbulence and pilots should adjust their position accordingly.
- 3.7.4 When flying a circuit for Runway 30, pilots on approach should avoid over-flying the farmhouse at the road junction.

### **3.8 Use of Radio**

- 3.8.1 Use of radio in the air is not compulsory at Chipping 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.

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- 3.8.2 The call sign for air operations is "Chipping Base". Pilots wishing to communicate with the launch-point or other pilots flying in the Chipping area should do so on 130.10.
- 3.8.3 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 a radio therefore silence does not mean there are no other gliders in the circuit. When making a downwind call the format is "Chipping Traffic, *glider call sign*, downwind left-hand (or right hand)". No acknowledgement is required or expected.
- 3.8.4 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).
- 3.8.5 The club gliders have individual licences held by the secretary. Owners of private gliders must ensure that they too have an appropriate licence for the set installed.
- 3.8.6 For ground operations a Citizen Band (CB) radio is used to communicate between the launch-point, winch and cable retrieve tractor.

### 3.9 Thermalling in the circuit

- 3.9.1 Thermalling, once having joined the circuit, is not allowed.
- 3.9.2 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.
- 3.9.3 This can be dangerous, particularly if the pilot of the second aircraft is a low-hours solo.

### 3.10 Thermalling Over the Airfield

- 3.10.1 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. However, to spend five minutes after launch circling in nil sink and nil wind will be considered very poor airmanship and an unacceptable delay to flying operations.

### 3.11 Hill Soaring

- 3.11.1 Unless briefed otherwise, after launch, if the aircraft is not in lift by the time it has descended to 700ft QFE, the pilot must return to the field.
- 3.11.2 Unless briefed otherwise, if the aircraft cannot maintain at least 900ft QFE when soaring the hill, the pilot must return to the field.
- 3.11.3 At BFGC, overtaking another aircraft by passing between it and the hill is not permitted, despite what is currently written in Laws & Rules. This applies in all instances when it is obvious that the glider being overtaken is at or below ridge top height and dependent upon hill lift for sustained flight.
- 3.11.4 If overtaking when hill soaring, sufficient room must be given to the other aircraft to allow it to turn unexpectedly without causing a problem. Pilots should ask themselves if there is any point in overtaking.

## Bowland Forest Gliding Club Flying Orders

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3.11.5 We share our hills with the local hang-gliding and para-gliding community. The rules and hill soaring etiquette apply equally regardless of the type of glider. Furthermore, all pilots should be aware of the slow speed, ability to fly backwards and likelihood of quick climbs and descents from para-gliders in particular.

### 3.12 Annual Checks

3.12.1 All solo pilots must submit an Annual Return form detailing hours, number of launches and achievements during the preceding soaring year (1<sup>st</sup> October to 30<sup>th</sup> September). Blank Annual Return forms will be issued for completion in the October following each year-end and should be returned, completed to the CFI or DCFI as soon as possible. Completed returns, along with record Cards should be placed in the CFI's in-tray in the office or posted to him. Any pilot who has not handed his completed Annual Return in by 31<sup>st</sup> December will not be allowed to fly solo at Chipping until he has done so. Once the CFI has checked the annual return, he will sign the card and place it in the yellow tray in the main room of the clubhouse for collection by the pilot.

3.12.2 All solo pilots must undertake 3 checks during the soaring year: "general flying", "spins" and "cable breaks". These checks must be satisfactorily completed by a set date each soaring year and signed off by the instructor undertaking them.

3.12.3 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 check, a failure followed by a pass on the same day, will allow the pilot to continue flying solo but they must pass a further cable break check on a subsequent day before it can be signed-off. The reason for this is to ensure that the pilot can cope with a variety of conditions.

3.12.4 Timescales for undertaking/completing the checks are as follows:

- *GENERAL FLYING CHECK* – can be conducted between 1<sup>st</sup> November and 30<sup>th</sup> April each soaring year.
- *SPIN CHECK* – can be conducted between 1<sup>st</sup> November and 31<sup>st</sup> May each soaring year.
- *CABLE BREAK CHECK* – can be conducted between 1<sup>st</sup> November and 31<sup>st</sup> May each soaring year.

3.12.5 The spin check can be done at another club provided it is signed off by an instructor as successfully completed in the pilot's logbook and presented to a BFGC instructor for inclusion in the master sign-off sheet.

3.12.6 The dates can be extended at the CFI's discretion in the event of unusually poor weather limiting opportunities for pilots to undertake the tests. However, once the final date has been reached, pilots with outstanding checks will not be allowed to fly solo until those checks have been successfully completed.

### 3.13 Cloud Flying

3.13.1 Cloud flying is not permitted within five nautical miles of the airfield. When soaring the hill, pilots must not fly close to cloud base because of the risk of a curtain of orographic cloud hiding them from others doing the same.

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

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- He has received training in instrument flying including recovery from unusual attitudes.
- He has a parachute.
- 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 130.10 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.

### 3.14 Aerobatics

- 3.14.1 Aerobatics must only be flown by pilots who have had appropriate training. Unless briefed or authorised otherwise by an instructor, no aerobatics must be started below a height of 2,000ft and the aircraft must never drop below 1,200ft whilst doing them. Spinning is regarded as an aerobatic manoeuvre. Linked manoeuvres must be completed by 1,500ft. Instructors are exempt this height restriction, at their discretion.
- 3.14.2 The Yellow Card includes an optional “aerobatic manoeuvres endorsement”, which must be signed by the CFI.
- 3.14.3 Notwithstanding the previous paragraphs, there will be no flights with visitors (groups or vouchers) involving aerobatics. We fly visitors in order to give them an introduction to the sport of gliding. The focus is on instructing in basic handling techniques and allowing them to “have a go” at flying the aircraft. For the purpose of this rule the term “aerobatics” includes loops, chandelles and spins. Normal circuits will also be practiced whilst visitor flying, with no fast and low finishes.

### 3.15 Passenger Rating

- 3.15.1 Blue Card pilots may be cleared to fly passengers at the discretion of the CFI.
- 3.15.2 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](#).

### 3.16 Flying Children

- 3.16.1 In tandem two-seat aircraft, the P1 has no physical control over the P2. Because of this, no visiting child under the age of thirteen is to be flown.
- 3.16.2 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.
- 3.16.3 Children of members aged less than thirteen 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.

## **Bowland Forest Gliding Club Flying Orders**

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### **3.17 Flying the Jeans Astir (fixed undercarriage)**

- 3.17.1 The minimum level of experience required to fly the Jeans Astir is thirty properly held-off solo landings.
- 3.17.2 Prior to flying the Jeans Astir for the first time, the pilot must familiarise themselves with the Pilot's Operating Handbook, the placard and instrument layout. He should also receive a verbal briefing from an instructor or member nominated by an instructor, who has flown the Jeans Astir in question.

### **3.18 Conversion to the Astir (retractable undercarriage)**

- 3.18.1 The minimum level of experience required to fly the Astir is twenty-five hours solo and twenty properly held-off landings in the Jeans Astir.
- 3.18.2 Prior to flying the Astir for the first time, the pilot must familiarise themselves with the Flight Manual, the placard and instrument layout. He should also receive a verbal briefing from an instructor or member nominated by an instructor, who has flown the Astir in question.

### **3.19 Buying into an Aircraft**

- 3.19.1 All pilots must inform the CFI of their intention to fly an aircraft new to them at Chipping. The CFI may decide that their level of experience is not yet sufficient for the particular aircraft.
- 3.19.2 All pilots must ask permission of the Executive Committee before bringing a new aircraft on site.

### **3.20 Cross Country Flying**

- 3.20.1 Suitably qualified pilots (i.e. those who hold the Cross Country Endorsement) are encouraged to fly cross-country from BFGC.
- 3.20.2 All pilots must tell the Duty Instructor of their intention to fly cross-country and record their flight plan, in the special log sheet at the launch point, provided before take-off. The flight plan must include details of their glider registration number, their name and the task they intend to attempt.
- 3.20.3 Soaring conditions change during the day and pilots may wish to consider going Cross-Country after already getting airborne without filling in the log sheet. 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 Chipping Base is received. Any member receiving such a request must bring it to the attention of the Duty Instructor so that he is informed.
- 3.20.4 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.

### **3.21 Visiting Pilots**

- 3.21.1 Visiting glider pilots are welcome at Chipping but must familiarise themselves with these Flying Orders.

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3.21.2 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.

### **3.22 Operational Documentation**

3.22.1 Club aircraft manuals (e.g. Pilot Operating Manuals, Technical Manuals, Certificate of Airworthiness documentation) and BGA Manuals are located in the clubhouse office 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.

# Bowland Forest Gliding Club

## Flying Orders

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### [Appendix 1 – Card Requirements](#)

## Card Requirements

### Objectives of the Card System:

The Card System has been developed to ensure pilots are trained to a consistent standard and have the necessary skills to fly safely on a particular day.

On each flying day the Duty Instructor will state which card is required for any pilot to fly solo. If the card required is higher than your own, good experience can be gained by flying with an instructor. If a pilot is at the top end of their card (i.e. has completed most or all boxes) and the conditions are set for the next card up, the Duty Instructor has the discretion to allow him to fly solo if considered safe.

The system involves five cards through which the pilots progress at their own rate. The card hierarchy and their requirements are listed below:-

### DUAL WHITE CARD (Student Pilot Record):

All student pilots start training using this card. It shows all phases of flight with each element identified. This gives your next instructor a good appreciation of your capabilities so that following flights can be structured to build up your skills and experience.

The card begins with basic handling and expands to cover the area of stalls, spins, launch failures and other difficult situations so that your awareness of these is developed and ensures you will be capable of carrying out the correct recovery action.

When you achieve a “five” against each of the phases and elements, and do so consistently, your instructor will be looking for an opportunity to send you solo. Then it is up to the right day and conditions.....and of course to you!

Student pilots may gain a considered appraisal of their flying by speaking to any instructor (preferably the one flown with the most).

### WHITE CARD (Post Solo Flying Training Record):

This is of a similar format to the DUAL WHITE CARD, but only grades exercises as “Satisfactory (S)” or “Repeat (R)”.

A dual flight is needed each day before going solo on this card. If a pilot holding this card has been flying on consecutive days (perhaps during a club week) and conditions have not changed, an instructor who has flown with him on the previous day, may waive the need for a check flight, but only at his discretion. The cardholder must not assume this privilege without specific authorisation prior to each flight.

Instructors are looking for consistently good flying before moving the pilot on to the next stage.

An important condition is a set of mandatory briefings required to ensure that you know the rules of the air, local airspace regulations and other things required for flying with less supervision.

The other mandatory requirement is that, with appropriate training, you become a winch driver and go on the winch duty rota. This is for two reasons:-

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- If you drive the winch, you can obtain a better understanding of the winch launch and become a better pilot.
- The more winch teams there are, the less often the duties come around for all.

### **RED CARD:**

The RED CARD is for the early solo pilot who is working towards the BGA Bronze standard (or “Bronze Badge”) and obtaining clearances for solo hill soaring. All holders of this card must ask an instructor on the field for a briefing on the conditions before they fly.

As you progress on this card, you will be allowed to fly when conditions are easy to handle; e.g. medium strength winds with not too much crosswind and not too much congestion on the hill.

A further requirement of the RED CARD is to de-rig and rig a single-seat glider and then fly it. This is to ensure that you really understand the importance of checking that the glider is rigged correctly and all controls are connected. In addition, it is important that you can de-rig the glider that you may soon be flying cross-country.

The move to the next card requires consensus of the Instructors who meet on a regular basis to discuss each flying member. This is a way of ensuring that your flying has been consistent over an extended period, a wide range of conditions and that you are sufficiently experienced to cope with more demanding conditions.

The maximum length of time between flights for maintaining your solo status on this card is **4 WEEKS**. If you go beyond this length of time you must have a check flight with an instructor. Note this is the maximum period and you should seek a dual flight if there are other factors that may affect your performance (e.g. unfamiliar weather conditions, medical conditions, tiredness, stress, etc.).

*ANNUAL RENEWAL* - In order to retain this card status, at year end (30<sup>th</sup> September) the holder must, as minimum, have completed the following during the preceding 12 months:

- 12 launches and 6 hours or
- 25 launches and 3 hours.

All of the above are solo hours and launches. Dual flying and power flying may be considered at the CFI's discretion. The status of pilots who have not achieved the required minima, will be decided at an Instructors' Meeting.

### **YELLOW CARD:**

The YELLOW CARD is (with a Cross-Country Endorsement) the cross-country card. This enables you to fly in a relatively wide range of weather conditions. On this card, you work for the Silver Badge and amass lots of useful hours, developing your airmanship, flying skills and learning judgement about when it is sensible to fly or when it may be more prudent not to. A consensus amongst the instructors is needed to endorse a move onto the next card. All holders of this card must ask an instructor on the field for a briefing on the conditions before they fly.

The maximum length of time between flights for maintaining your solo status on this card is **6 WEEKS**. If you go beyond this length of time you must have a check flight with an instructor. Note this is the maximum period and you should seek a dual flight if there are other factors that may affect your performance (e.g. unfamiliar weather conditions, medical conditions, tiredness, stress, etc.).

*ANNUAL RENEWAL* - In order to retain this card status, at year end (30<sup>th</sup> September) the holder must, as minimum, have completed the following during the preceding 12 months:

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- 12 launches and 10 hours or
- 25 launches and 6 hours.

All of the above are solo hours and launches. Dual flying and power flying may be considered at the CFI's discretion. The status of pilots who have not achieved the required minima, will be decided at an Instructors' Meeting.

### **BLUE CARD:**

The BLUE CARD is reserved for pilots with a well developed attitude to flying, who can be trusted to be self-briefing and decide whether they should fly on any day. Generally BLUE CARD pilots can fly on any day that the club operates unless the Duty Instructor specifies otherwise.

An important point to note is that the *good* BLUE CARD pilot will occasionally decide *not to fly* based on an appreciation of the weather conditions and a respectful understanding of their own limitations.

The maximum length of time between flights for maintaining your solo status on this card is **8 WEEKS**. If you go beyond this length of time you must have a check flight with an instructor. Note this is the maximum period and you should seek a dual flight if there are other factors that may affect your performance (e.g. unfamiliar weather conditions, medical conditions, tiredness, stress, etc.).

*ANNUAL RENEWAL* - In order to retain this card status, at year end (30<sup>th</sup> September) the holder must, as minimum, have completed the following during the preceding 12 months:

- 12 launches and 20 hours or
- 25 launches and 10 hours.

All of the above are solo hours and launches. Dual flying and power flying may be considered at the CFI's discretion. The status of pilots who have not achieved the required minima, will be decided at an Instructors' Meeting.

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## Flying Orders

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### [Appendix 2 – Tractor Operations](#)

#### Tractor 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 Geoff Guttery (Senior Groundsman) or someone nominated by him.
3. Children under the age of 13 must not drive any tractors/vehicles on our site (this includes private cars).
4. Children under the age of 16 must not drive the GRASS-CUTTER or any other tractor operating a PTO shaft.
5. Children who satisfy the age qualification to drive BFGC vehicles can do so only with parental consent and briefing.
6. Tractors must be fully DI'd at the start of the day (check tyres, brakes, fuel, oil). Any problems to be reported to a Committee member.
7. When driving towards people/aircraft/vehicles/buildings remember that brakes are unreliable and can fail. Therefore reduce power early and aim to clear or stop before obstacles.
8. Drivers must ensure that the tractor is put into neutral and with the driver's foot off the clutch before allowing anyone to approach it.
9. Only one person at a time should ride on the open tractors. A passenger is permitted to travel in the enclosed tractors but only when the doors are closed and in such a manner so as not to impede the driver's view or control of the vehicle.
10. When changing drivers put the tractor in neutral, apply the hand brake if fitted, remove your foot from the clutch and ensure that the tractor does not move before allowing the replacement driver to approach the tractor.
11. Do not get off a tractor until you are completely satisfied it has stopped moving and will not move of its own accord (e.g. sloping ground).
12. Never stand directly behind a tractor (e.g. when it is being reversed to hook up to the DP van) or between the front and rear wheels whilst the engine is running and it is in gear.
13. When finished towing, always wind the rope in before driving off.
14. Every club member is responsible for enforcing the above. If you see anyone breaking these rules stop them and/or report the matter to a Committee member.

**THESE RULES ARE NOT UNNECESSARILY ONEROUS BUT SOUND COMMON SENSE. THERE ARE THOSE WHO HAVE THE SCARS TO PROVE IT. ALL ACCIDENTS ON SITE INVOLVING TRACTORS HAVE BEEN CAUSED BY PEOPLE NOT OBSERVING ONE OR MORE OF THE ABOVE, USUALLY WHEN TRYING TO SAVE TIME AND EFFORT. FUTURE ACCIDENT PREVENTION IS DOWN TO YOU.**

## **Medical Fitness Requirements for Glider Pilots**

The BGA Executive revised the medical requirements for glider pilots from 1<sup>st</sup> March 2003. This briefing provides a summary of exactly what they entail and how the new process will be operated within the Bowland Forest Gliding Club. Full details of the changes can be found on the Safety Notice Board in the main room, ground floor of the Club House. The same information is also available from the BGA website at [www.gliding.co.uk/bgainfo/medical.htm](http://www.gliding.co.uk/bgainfo/medical.htm) . You can access this site directly using the PC's in the clubhouse.

### **What are the requirements?**

The requirements follow the Driver and Vehicle Licensing Agency (DVLA) standards. For solo glider pilots it is DVLA Group 1 (private drivers) and for instructors DVLA Group 2 (professional drivers). There is also an age limitation for instructors.

The major change from 1<sup>st</sup> March 2003, over the previous requirements, is that pilots **must** obtain a General Practitioner (GP) endorsement to their declaration of fitness to fly. It does not change the standard of fitness required, the GP must have access to the pilot's medical record, but no examination is required.

A glider pilot must declare and obtain a GP endorsement of fitness before first flying solo. This declaration remains valid until age 45, at which time a new declaration must be made. Declarations must then be further renewed (with GP endorsement) at ages 50, 55, 60 and 65, then annually. A copy of the declaration form is attached to this briefing. It is recommended that declarations be renewed in the month before they expire.

### **Transitional Arrangements**

Existing declarations remain valid until the pilot reaches a birthday at which a renewal is required under the new rules. For example, a pilot aged 17, who has already "self declared" and gone solo before 1<sup>st</sup> March 2003, does not need to comply with the new rules until reaching the of 45; a pilot aged 52 need not comply until 55, etc. Pilots with specific medical limitations will continue to be managed on a case-by-case basis.

### **Ab Initio Pilots**

Pre-solo pilots must complete a self-declaration form with endorsement by their GP **before** the first solo can be undertaken. A copy of this declaration must be provided to the CFI or DCFI who will annotate their training card accordingly.

### **Instructors**

Gliding instructors must certify to DVLA Group 2 standards and have this declaration endorsed by a GP. Renewals are at the same frequency as for solo pilots above.

If a Full Rated or Assistant instructor (but not a Basic instructor) cannot meet DVLA Group 2 standards, but can meet Group 1 standards, or is 70 or over, that instructor can continue as a Restricted instructor subject to the consent of a Regional Examiner. A Full Rated or Assistant

## **Bowland Forest Gliding Club Flying Orders**

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instructor (but not a Basic instructor) who wishes to continue unrestricted instructing after the age of 70 must hold a JAA Class 2 medical certificate.

The Restricted instructor rating requires DVLA Group 1 standards to be met (and endorsed by a GP). Restricted instructors may undertake ground training and advanced instruction where the pupil pilot (P2) could reasonably be expected to make a successful landing following incapacity of the instructor.

### **JAA Class 2 Medical**

A JAA Class 2 Medical will be suitable evidence for all levels of gliding, including instructing over age 70 and working as a professional (i.e. paid) gliding instructor. Holders of this certificate will not be required to complete a self-declaration endorsed by their GP.

### **Enforcement at Bowland Forest Gliding Club**

Let's be clear about this. **YOU** have an obligation to ensure that the above rules are complied with and, more importantly, that you are **FIT AND LEGAL TO FLY**.

There will be occasions when you are temporarily unfit to fly; e.g. have a cold, a hangover or a more serious temporary illness. In such cases use your common sense and if in doubt don't fly...or at least don't fly without an instructor.

As far as the above instructions are concerned, the criteria outlined are clear and non-negotiable. The club has a duty to ensure that all members are made aware of these rules but, at the end of the day, responsibility resides with you, as in all aspects of *airmanship*.

To help you, the annual return form has been amended to include a space for you to record the date that your next medical declaration is due. This will serve as a reminder for you as well as an auditable record for the club. A copy of your latest medical declaration must also be provided to the CFI.

In addition to the obvious health and safety risks, there may also be insurance implications if members are shown not to have met the required medical standard or have failed to provide the necessary declaration supported by the GP's endorsement.

**MEMBERS WHOSE CERTIFICATION IS KNOWN TO HAVE EXPIRED WILL NOT BE ALLOWED TO FLY SOLO UNTIL EVIDENCE OF RE-CERTIFICATION HAS BEEN PRODUCED.**

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**British Gliding Association &  
United Kingdom Nation Private Pilot's Licences  
MEDICAL DECLARATION**

**Pilot Declaration:**

Full Name.....

Date of birth (day/month/year)...../...../.....

I understand the "Note for the Pilot" printed with this declaration. I have discussed my medical history with my GP and have not withheld any relevant medical information from him/her. I believe that I am fit to fly as a pilot at the standard indicated by my GP below.

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

**General Practitioner countersignature: (not to be filled in by the applicant)**

I am the general practitioner of the applicant named above and have seen his/her medical records. I have read "Notes for the General Practitioner" printed with this declaration and have had access to any appropriate information sheets.

I am aware of the DVLA medical requirements for professional and private drivers and believe that there is nothing in the applicant's medical history which prevents him/her meeting the following standard:

\* Group 2 (professional driving). This standard allows solo flight and flight with passengers.

\* Group 1 (private driving modified, if necessary, from an information sheet). This standard allows solo flight and flight with another qualified pilot as the only passenger.

- **Please tick only one box (the form will have to be returned in no or both boxes are ticked)**

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

Please print name.....

Practice stamp:

Next medical assessment due on or before.....(please see notes)

Any special limitations (e.g. Aircraft modifications due to physical disability).

# Bowland Forest Gliding Club

## Flying Orders

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December 2003

### NOTES FOR THE PILOT

1. This medical declaration must be signed by you, and countersigned by your GP, before your first solo flight and then at renewal intervals as noted. The minimum age for signing is one month prior to your 16<sup>th</sup> birthday (the minimum age for solo flying). You must make sure that you provide copies of the relevant documents for your GP – these include the Notes for the General Practitioner (the page after these notes) and any medical information sheets (see below).
2. If you do not meet the DVLA Group 2 (professional) driving standards, but do reach the Group 1 (private) driving standards, you may only fly solo, unless your only passenger is also a pilot licensed to fly the aircraft, and the aircraft is fitted with dual controls. This passenger will act as your safety pilot and should be so briefed.
3. If you have any medical conditions listed in (4) below, you must provide your GP with a copy of the relevant medical information sheet. These information sheets are available from the National Pilot Licensing Group Ltd (NPLG Ltd), the British Microlight Aircraft Association (BMAA), the British Balloon and Airship Club (BBAC), the British Rotorcraft Association (BRA) or from the Civil Aviation Authority (CAA) website: (<http://www.caa.co.uk/srg/med/document.asp?groupid+305>) . Your GP will not be able to countersign your declaration until he/she has seen this information, and even then may need to refer to a National PPL Medical Adviser for further advice.
4. Medical disorders for which information sheets are available include: nervous system, heart, diabetes, psychiatric, vision, chest and breathing, epilepsy, drug/alcohol misuse and physical disability.
5. Whenever you intend to go flying it remains your personal responsibility as a pilot to be fit. Illness or injury, drug treatment, fatigue, pregnancy, medical procedures or surgical operations will usually cause temporary unfitness. If you are in doubt about your fitness you should stop flying and seek advice from your GP (who will assess you to the driving standards) or a National PPL Medical Adviser.
6. After any serious illness or injury you must discuss your fitness with a doctor. This may be your treating doctor, your GP or a National PPL Medical Adviser. If any doctor advises that you are unfit (for driving or flying), you must not fly until that assessment has been changed. The relevant information sheet [see (4) above] may help your doctor in this assessment. Again the National PPL Medical Advisers can give specific advice about flying to your treating doctor or GP.
7. If you wear spectacles or contact lenses, a readily available spare pair of spectacles must be carried when flying.
8. Your licence is not valid without an in date copy of this medical declaration. Please note that if you are using a UK National PPL with a JAR or other UK medical certificate (which is perfectly acceptable) that certificate carries its original validity – the validity periods for the UK National PPL Declaration cannot be transferred to a JAR or UK certificate. The Declaration is for use ONLY with a UK National PPL (SEP, microlight or SLMG) or a UK PPL (Balloon & Airship, Gyroplane). UK PPL holders (issued pre JAR) who only fly microlights should contact the BMAA for advice before using this declaration. Glider pilots use the same system of medical assessment but with a BGA licence.
9. **A copy of your signed declaration (NPPL holders only) must be sent to the appropriate National PPL administrative body (National Pilot Licensing Group Ltd for single engine piston aircraft and self launching motor gliders, British Microlight Aircraft Association for microlights).**

# Bowland Forest Gliding Club

## Flying Orders

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### NOTES FOR THE GENERAL PRACTITIONER

1. The medical requirements to validate a UK National Private Pilots Licence are based on the DVLA driving standards. The latest version of these can be found on the DVLA website page: [http://www.dvla.gov.uk/at\\_a\\_glance/content.htm](http://www.dvla.gov.uk/at_a_glance/content.htm) . The applicant signs a declaration of fitness, which is then countersigned by you. Your counter-signature confirms the absence of a medical history that would preclude holding a DVLA Group 1 or 2 Licence (with occasional modifications – see below). The UK Civil Aviation Authority, which is responsible for these medical standards, regards your knowledge of the applicant's medical history to be the most important part of this assessment. Additional explanatory information is available and a copy will be provided for you by the applicant.
2. If the applicant wishes to carry passengers, there should be nothing in the medical history that would prevent him/her reaching the DVLA Group 2 standards for professional driving. Two exceptions (where Group 2 driving is precluded but flying is not) are monocular applicants and those with a high uncorrected visual acuity (please see separate vision information sheet, which the applicant will provide).
3. If the applicant does not meet Group 2 standards he/she may be fit to fly solo or with another qualified pilot but not with any other passengers. Such applicants must not have a condition that would prevent them meeting the DVLA Group 1 private driving standards. Because of the differences between flying and driving, in particular the ability to pull quickly to the side of the road when driving, the DVLA Group 1 standards will occasionally need to be more restrictive for pilots. However, these are few (angina, heart failure and pneumothorax), and in particular the degree of hypoxia associated with this type of flying is less than or similar to that experienced in a passenger jet. Medical information sheets for common medical problems (see below) are available for guidance and will indicate where the DVLA standards may not apply. The applicant will provide these for you.
4. Information sheets are provided for the following disorders: cardiovascular (two – coronary artery disease and other heart disease), diabetes, drug/alcohol misuse, epilepsy, neurological, physical disability, psychiatric, respiratory and vision. If the applicant has a condition which falls under any of these headings and you have not seen the associated information sheet, you should defer the assessment until it is available.
5. If you have any doubts about an applicant's fitness, if the information sheets do not cover a particular condition or if the DVLA "At a glance" notes state that, for a particular condition, DVLA notification is necessary, a National PPL Medical Adviser (not the DVLA) should be approached for specialist advice about flying. The applicant will provide contact details for the Adviser associated with his/her type of flying and will also be responsible for forwarding any relevant reports or investigations if necessary. After discussing the case with the Adviser, it is hoped you will feel able to countersign the applicant's declaration.
6. The minimum age for both Group 1 and 2 is one month before the applicant's 16<sup>th</sup> birthday to allow solo flying on that birthday if required. After initial issue the validity periods of this medical declaration are as follows:

Up to, and including, age 44	Until 45 <sup>th</sup> birthday or 5 years (whichever is longer)
45 – 59	5 years
60 – 64	Until 65 <sup>th</sup> birthday or 1 year (whichever is longer)
65 and over	1 year
7. Additional medical reviews may be required after serious illness, in the light of adverse clinical investigations, in circumstances when it is advised for road drivers or on the advice of a National PPL Medical Adviser.

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[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**

Blue Card.  
100 hours P1.  
25 hours on type.  
Medical as for instructors (DVLA Class 2 or better/equivalent).  
Flying assessment by CFI or DCFI.  
Approval of CFI.

**Extra Currency Requirements**

5 hours P1 on type in previous 12 months (private aircraft). Cable break check on type within the 3 months prior to any passenger carrying flight. To be shown in log book. 1 wire launch on type in the previous 4 weeks. 3 other wire launches in the previous 4 weeks.

**Other Conditions**

Cable break checks by an authorised instructor. Failure means rating suspended; re-instatement by CFI or DCFI only after re-training and practice.  
Rating can be suspended by any instructor and referred to CFI or DCFI.  
Passenger must be a member of BFGC.  
Conditions must be Yellow Card or easier.  
Each flight must be authorised by the Duty Instructor.  
P1 must pay for the flight.  
P1 must sit in the front seat, or right-hand seat in the T21.  
No flying instruction is to be given by the P1.  
P1 must do the launch, circuit, approach and landing.  
No aerobatics.  
Proof of adequate insurance must be provided (private aircraft).  
The rating will be cancelled if P1 breaks any of the rules.