

GLIDER ALLOCATION PROCEDURE

Document Owner – Committee
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1. EVENT AT WAIKERIE OR ORGANISED BY WGC

It is sometimes necessary to allocate WGC gliders to individual pilots for specific events staged at Waikerie or organised elsewhere by WGC (coaching events, regattas, competitions, safaris etc.). The Committee recognises both the need for members to have fair access to Club gliders and the need for pilots to plan far enough ahead to make work, family and holiday arrangements.

This form is to be used by those members who seek to secure, in advance, use of a Club glider for such an event. Completed forms should ideally be submitted to the Committee at least 2 months before the event.

If the event is away from Waikerie Airfield and not organised by WGC then the “Application to Take a Glider Away from Waikerie” should be used.

APPLICATION FOR GLIDER ALLOCATION – WGC EVENT

Completed application form to be signed by applicant(s) and submitted to the Committee

Nominated Club Member(s)
Competition license no(s)
Annual flight review date(s).....

Event.....
Dates from.... /..... /..... to / /

Aircraft – first preference **VH**-.....
 Hours on type.....Last three months.....
Aircraft – second preference **VH**-.....
 Hours on type.....Last three months.....
Crew.....

Nominated Club Member(s)

I (we) fully understand and accept the conditions subject to this approval:

Name(s).....
Signature(s).....
Date(s).....

Special conditions (to be agreed to by applicant(s) before accepting approval:

Committee Approval: **Date**/...../.....
Application returned to applicant:/..... /.....

2. APPLICATION TO TAKE A GLIDER AWAY FROM WAIKERIE

WGC encourages pilots to extend their flying experiences through participation in events at other flying sites and this procedure will lead pilots through the application and preparation for taking a glider away. Committee approval is required for an individual pilot or a group of pilots to take a Club glider away from Waikerie, and will be subject to the following conditions and any special conditions stipulated by the CFI or the Committee. The Committee may itself initiate participation in an event in which case the tug may also be included.

A glider (and ancillary equipment) approved to be taken away will be under the total care and control of the "Nominated Club Member(s)" at all times until the safe return of the glider etc. to Waikerie Aerodrome.

Only WGC members approved in the application may fly the glider whilst away.

- 1) In order to be considered for approval to take a WGC glider away from Waikerie aerodrome, the "Nominated Club Member(s)" making application must
 - Have been a WGC member continuously for a minimum period of the previous 3 years
 - Meet minimum experience and recency requirements and be qualified to fly the glider at the event
 - Be competent to rig, de-rig, trailer and DI the glider
 - Accept liability for the cost of any resulting repairs or replacement to any damaged Club property up to the value set by the Committee (see "Self-insurance Regulation"), which cannot under any circumstances be waived (i.e. any Club waivers signed are not valid when taking a glider away from Waikerie). Where more than one pilot is approved each is responsible for their own damage, and where they cannot agree as to who is responsible the cost will be equally shared.
- 2) All flying is to be accurately recorded on a WGC "Daily Flight Sheet".
- 3) Hourly flight charges will be the same as applicable at Waikerie for that day subject to a maximum charge of 2 hours (off-peak) or 4 hours (peak season) for each flight. If the glider is away from Waikerie for any scheduled flying days then the minimum flying charge for the trip will be 2 hours (off-peak) or 4 hours (peak season) for each scheduled flying day that the glider is not available, ready to fly at Waikerie by 12 noon. If the accumulated flying hours for the trip exceed this minimum then the minimum charge will not come into effect. If the accumulated hours fall short of the minimum then the difference will be equally shared between all authorised pilots.
- 4) The glider maintenance release must be completed at the end of each day the glider is flown.
- 5) Any incident involving a WGC glider, pilot, or equipment must in the first instance be handled in a safe and secure manner and must be reported to the CFI or Club President as soon as practicable after the incident.
- 6) No repair work is to be undertaken on the glider while it is away, unless the work is specifically approved by the Club Technical Officer, CFI or President.
- 7) Established WGC policies and procedures apply to the glider and all associated equipment whilst away from Waikerie and the glider is to be returned to Waikerie, rigged, cleaned and stored in the hangar with all equipment appropriately stowed as soon as possible after the event.

APPLICATION TO TAKE A GLIDER AWAY FROM WAIKERIE

Completed application form to be signed by applicant(s) and CFI before submitting to Committee

Nominated Club Member(s)

Competition License No(s)

Annual check flight date(s).....

Hours on type.....Total hours.....

Aircraft VH-.....Dates away: from... /... /... to ... / ... / ...

Event.....

Launch method Winch Aero-tow Method of transport Aero-tow Trailer

For aero-tow ferry Tug Pilot.....Glider Pilot.....To.....Date... /... /...

Return ferry Tug Pilot.....Glider Pilot from..... Date... /... /...

Crew.....

Risks Assessed:

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.....
.....

Other Club pilots applying for same event.....

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|---|
| <p>Nominated Club Member(s)</p> <p>I (we) fully understand and accept the conditions subject to this approval:</p> <p>Name(s).....</p> <p>Signature(s).....</p> <p>Date(s).....</p> |
|---|

CFI Approval:Date/...../.....

Committee Approval:Date/...../.....

Special Conditions (to be agreed to by applicant before accepting approval):

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.....
.....
.....

Application returned to applicant:/..... /.....

| |
|--|
| CHECK-LIST FOR ALLOCATED AIRCRAFT |
|--|

TUG

| | | | | | |
|---------------------|--------------------------|------------------|--------------------------|--------------|--------------------------|
| Maintenance release | <input type="checkbox"/> | Fuel | <input type="checkbox"/> | Spare Oil | <input type="checkbox"/> |
| Fuel logs | <input type="checkbox"/> | Spare tail wheel | <input type="checkbox"/> | Tow Rope | <input type="checkbox"/> |
| Spare tow rope | <input type="checkbox"/> | Chocks | <input type="checkbox"/> | Tie-down kit | <input type="checkbox"/> |
| Security lock | <input type="checkbox"/> | Rags | <input type="checkbox"/> | Bucket | <input type="checkbox"/> |
| Chamois | <input type="checkbox"/> | Head set | <input type="checkbox"/> | Knee board | <input type="checkbox"/> |
| Grease Gun | <input type="checkbox"/> | GPS | <input type="checkbox"/> | ELB | <input type="checkbox"/> |
| Flarm | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> |
| | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> |

GLIDER

| | | | | | |
|---------------------|--------------------------|-----------------|--------------------------|---------------|--------------------------|
| Maintenance release | <input type="checkbox"/> | Radio battery | <input type="checkbox"/> | Charger | <input type="checkbox"/> |
| Cushions | <input type="checkbox"/> | Parachute | <input type="checkbox"/> | Barograph | <input type="checkbox"/> |
| Logger | <input type="checkbox"/> | Map/s | <input type="checkbox"/> | GPS | <input type="checkbox"/> |
| Water ballast equip | <input type="checkbox"/> | Cockpit ballast | <input type="checkbox"/> | Water bottle | <input type="checkbox"/> |
| Canopy cover | <input type="checkbox"/> | Tie-down kit | <input type="checkbox"/> | Flight sheets | <input type="checkbox"/> |
| Spare fuses | <input type="checkbox"/> | Grease | <input type="checkbox"/> | Rags | <input type="checkbox"/> |
| Wing walker | <input type="checkbox"/> | Spare tyre/tube | <input type="checkbox"/> | Chamois | <input type="checkbox"/> |
| Tail dolly | <input type="checkbox"/> | Flarm | <input type="checkbox"/> | Bucket | <input type="checkbox"/> |
| Towing bar | <input type="checkbox"/> | Rudder chock | <input type="checkbox"/> | Oxygen | <input type="checkbox"/> |
| Data logger | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> |
| | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> |

TRAILER

| | | | | | |
|--------------|--------------------------|----------------|--------------------------|---------------------|--------------------------|
| Registration | <input type="checkbox"/> | Number-plate | <input type="checkbox"/> | Trailer legislation | <input type="checkbox"/> |
| Tyres | <input type="checkbox"/> | Brakes | <input type="checkbox"/> | Lights | <input type="checkbox"/> |
| Wheel brace | <input type="checkbox"/> | Jack | <input type="checkbox"/> | Spare wheel | <input type="checkbox"/> |
| Keys | <input type="checkbox"/> | Tie-down equip | <input type="checkbox"/> | Wheel chocks | <input type="checkbox"/> |
| | <input type="checkbox"/> | | <input type="checkbox"/> | | <input type="checkbox"/> |