IDAHO AERO CLUB

IDAHO AERO CLUB, INC.

BOISE, IDAHO

OPERATING RULES & REGULATIONS

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Safety Note: Insurance statistics show that 90% of all aircraft accidents caused by unsafe acts on the part of the pilot—and that 93% of these accidents result from a violation of one or more of the 12 Golden Rules.

The Idaho Aero Club, Inc has been formed to assist dedicated aviators to follow their passion for flight in a practical and cost-effective manner. Membership fees and monthly dues are as follows:

A Membership Enrollment Fee of $400, with Monthly Dues of $95, plus hourly rates applicable to use of Club aircraft per aircraft hourly use rates.

Section I: Membership, Reservation, Scheduling, and the Use of Time

1) Members who have the aircraft scheduled and who are thirty (30) minutes or more tardy, and have not cancelled or rescheduled through Flight Schedule Pro, may lose their reservation to any member waiting to fly.

2) It should be thoroughly understood that the proper use of the reservation features provided in Flight Schedule Pro is the key to a successful cooperative operation, maximum use of the aircraft, and maximum utility for all the members.

3) Pursuant to your reservation you are declaring to the other members that the aircraft is assigned to your custody for the period reserved. Therefore, you should be careful to follow all rules contained herein.

a) Reserve precisely the time you want and need. Do not schedule the aircraft for all day unless you intend on flying the aircraft all day or be away from the local area for the day.

b) Each member must indicate his destination when he departs from the local area. This information must be recorded on the destination log located in the Club office.

c) Cancel your reservations as soon as possible if you are unable to keep the reservation, whether for weather or for other reasons. Do not assume that in inclement weather the aircraft will not be needed by another member. Adjust your reservation as soon as possible if you find your flight will be delayed for any reason. Cancel any remaining time from your reservation if you return early.

d) Failure to cancel an aircraft reservation when reserved and scheduled but not flown may subject the member to the following fine:

- If the aircraft is scheduled for less than 4 hours, the fine may be 1-hour of flight time.
- If the aircraft is scheduled for greater than 4 but less than 24 hours, the fine may be 2-hours of flight time.
- If the aircraft is scheduled for greater than 24 hours, the fine may be 4-hours of flight time per day.

e) No member shall fly a club aircraft without first having reserved the aircraft using Flight Schedule Pro.

f) All members must terminate their flight – local and Cross-Country --on schedule (by the clock) if other members are waiting to fly or have reserved time immediately following. This rule applies regardless of how late a member was at the beginning his period of reserved flight.

g) Offenders of these regulations may be fined by the Board of Directors commensurate with the length of time the offender overstayed his reservation.

h) Contact the Club Operations Officer (or, if unable, the President or other officer) if you are delayed and cannot return on schedule. This officer will, in turn, notify the next person(s) on the schedule of the delay. All delays should be reported promptly to prevent any undue anxiety, investigation, search, and rescheduling of aircraft.

i) Contact the Operations Officer for assistance if you feel a reservation rearrangement can solve a particular reservation problem.

j) Inactive members cannot schedule or operate Club aircraft.

Section II: Logging and Reporting Flight Time

1) Flying time shall be computed for each flight with the aid of a recording Hobbs meter. The duration of each flight shall be computed from starting the engine until the engine is stopped after parking.

2) Use of Aircraft Flight Time Log:

a) This booklet will be kept in the aircraft, and have space for the following information: Aircraft, N number, Tach start and stop time, Pilot's name and remarks.

b) Before starting engine the pilot-in-command will enter the date, his or her name, and the tach start time.

c) Check the "Remarks" for the previous flight or two to see if any discrepancies (squawks) have been recently reported. Be sure to check the previous pilot's "Tach Stop" time to make sure it agrees with your "Tach Start" time. If there is a discrepancy note it in the "remarks" so you will not be charged for the missing tach time.

d) Upon stopping the engine at completion of the flight, the tach reading will be entered in the space provided. Subtracting the "Tach Start" reading for the "Tach Stop" reading will give the "Time Flown".

e) Any aircraft deficiency (squawks) should be noted under the "Remarks".

Section III: Aircraft Inspections and Maintenance

1) There shall be a line (visual) inspection performed before each flight by the pilot making such flight. Any defects found in the plane's structure or accessories shall be reported to the Aircraft Maintenance Officer immediately (or, if not available, to the Operations Officer) and no flight shall be made if such defect may endanger the safe operation of the aircraft or render the aircraft as unworthy.

2) Prior to each flight the pilot shall check and confirm fuel and oil quantities both visually and by the gauges.

3) After each flight the pilot is responsible to assure the aircraft is serviced with fuel, and oil per the recommended levels, so that the plane will be ready for the next flight. The aircraft shall be cleaned, at minimum the leading edges, cowling, windscreen & windows, and interior carpet.

4) Check fuel caps for security after refueling; NEVER refuel an aircraft in the rain unless protection is used to keep water out of the fuel tank.

5) Aircraft left without a pilot must be tied down, wheels chocked installed if chocks are available, master switch off, and the controls locked.

6) If the aircraft is assigned a particular hanger or tie down space, it shall be stored inside the hanger or in the tie down space after each flight. Hanger doors shall be closed and secured at all times.

7) No member shall be permitted to attach any foreign objects to the interior or exterior of the aircraft or in any manner make adjustments or repairs to the aircraft unless approved by the Aircraft Maintenance Officer.

8) An annual inspection shall be performed each twelve (12) months.

Section IV: General Rules of Aircraft Operation

1) Each member is responsible for a complete pre-flight check of his or her aircraft. Squawks should be reported to the Aircraft Maintenance Officer, (or if unavailable, to the Operations Officer) as soon as possible and, if sufficiently serious, the member should take all necessary precautions to ground the aircraft until the squawk is cleared. In such case the “grounded” sign will be hung on the pilot’s yoke and the problem noted in the “Remarks” on the Flight Time Log Booklet

2) It is the responsibility of each member to know the authorized loading limits and requirements of each aircraft in which he acts as PIC.

3) Aircraft check-lists shall be used by all pilots for starting engines, before takeoff, before landing, and before engine shutdown.

4) The Club may maintain a current local area sectional chart in the aircraft as a convenience to the members; however, it is the pilot’s responsibility to ensure current charts and all other required documents are carried for all planned areas of operation.

5) All flights over 50 nautical miles from the point of departure must be made on a flight plan filed with Flight Service. Pilots are encouraged to report their position every 30 to 60 minutes along their route. Flight Following Service is recommended.

6) Only aircraft certified in Acrobatic Category may be used for acrobatic maneuvers.

7) The “12 golden Rules” for safe aircraft operations on the ground and in the air shall be observed by all pilots in the Club. These rules are the results of analyzing thousands of aircraft accidents by the Flight Safety Department of the National Aviation Underwriters. A copy is appended to these flight regulations.

Section V: Prohibited Types of Flying

1) All flying in any club aircraft is to be done in strict accordance with existing Federal Aviation Regulations, and State, Local, and the Idaho Aero Club Rules & Regulations.

2) ***Off-airport landings are not permitted, except in case of an emergency. Members shall make landings only on paved runways of adequate length and condition. Landings on unpaved and grass runways are allowed only when training with a certificated instructor, or with prior approval of the Club's Chief Pilot.***

3) No member shall land or take-off from an unlighted field during the hours of darkness except under emergency conditions.

4) Violations are subject to a fine to be set in each individual case by the Board. The cost of any repairs or replacement not covered by insurance which is a result of damage incurred by taking off or landing at an area other than an approved field shall be paid for in full by the member in charge of the aircraft.

5) There shall be no formation flying of the Club aircraft with each other or any other aircraft unless the pilots involved have completed formation flying training, received an endorsement and been approved by the Club's Chief Pilot.

Section VI: Restrictions on Use of Aircraft

1) No flight (cross-country or local) shall be made without noting in the reservation book the name of the pilot-in-command, the period for which the pilot expects to have the aircraft, and the destination city/airport (use full name of airport, not alphanumeric identifiers).

2) It is the responsibility of each member to see that his medical certificate and pilot certificate are at all times current and carried on his person for each flight. No person may fly a Club plane unless these requirements are met.

3) All flights are to be made within the limits of the FAA certificate of the member piloting the Club aircraft.

4) Only Active and Associate Club members shall fly Club aircraft, except that qualified maintenance personnel making necessary test flights shall be permitted by any Club member to fly any Club aircraft.

5) No member shall use the Club aircraft for hire or compensation, nor shall he rent or lend the Club aircraft to any other person.

6) Club aircraft shall not be used by any member for commercial operation or for personal gain. No member may offer transportation to a non-member for a fee or profit.

7) A member may accept an offer to share the costs of a flight made for a common interest. Particular care must be taken that it cannot in any way be construed as a charter operation. A member may use Club aircraft for personal transportation, for pleasure, in his business, or for his employer.

8) No member shall use any Club aircraft while under the influence of alcohol or drugs. Nor shall any pilot-in-command of Club aircraft permit any of his passengers to use alcoholic beverages of any kind during flight. Determination as to whether the member was under such influence or not, or whether or not he violated either of these rules, shall be made by the Board and their decision shall be final. Any member found guilty of a violation of this section shall be expelled from the membership in this club.

9) FAA Flight Plans (VFR or IFR) are required for all cross-country flights. See SECTION IV, par. 4 above.

10) No flights are permitted outside the continental United States, unless approved in writing by the Board of Directors. Requests for such flights must be made in time to allow the board to review and approve them and to arrange for insurance coverage. All expenses involved in approving and conducting such a flight must be borne by the requesting member.

11) Only Club members may act as pilot-in-command of the Club aircraft.

12) Under no circumstances may a member instruct another member in the Club aircraft unless he is qualified flight instructor.

13) No member shall give flight instruction in a Club aircraft to a non-member inless the Club member holds a flight instructor's rating.

14) No Student Pilot shall receive flight instruction in a Club aircraft from any flight instructor except those designated and approved as flight instructors by the Board of Directors.

15) Club aircraft shall not be used by any member in a careless, reckless, negligent, or otherwise unsafe manner, or in any way that would tend to bring discredit upon the Club or upon any of its members.

Section VII: Flight Minimums

1) Each member is urged to fly at least twelve (12) hours per year to maintain a minimum level of proficiency.

2) On cross-country flights a member shall be charged a minimum of two (2) hours per day for each 24hr period the aircraft is in the member's possession. For instance: If a member keeps the aircraft for 72 hours, he is expected to put six (6) hours of flying time on the aircraft. 3) Flights of less than one-half of an hour are discouraged because of excessive wear and tear on engine, electrical system, tires, and brakes.

Section VIII: Flying Skills

1) Each member joining the Idaho Aero Club shall be instructed and checked out thoroughly prior to flying each make and model of Club aircraft. This can be accomplished by evaluation by a Club-designated CFI through interview, logbook review, and actual flight.

2) Student pilots must be rechecked by a club instructor every ninety (90) days before flying solo. Depending on the proficiency of the student pilot, this period may be reduced at the discretion of the Operations Officer or the student's designated flight instructor. Lapses in flight activity of more than 30 days require a logbook endorsement by a flight instructor.

Section IX: Check-Out Requirements

1) Complete the Idaho Aero Club transition syllabus which involves an open book written worksheet using the aircraft POH and complete a check-out flight with a Club designated flight instructor check-out pilot.

2) The designated flight instructor, check-out pilot can streamline and or exempt sections of the flight demonstration of the syllabus based on the judgment of the flight instructor check-out pilot and the demonstrated skill of the pilot taking the check flight.

Section X: Cross-Country Flights Rules

1) Oil and gas levels must be checked at each stop. This also applies to local flights. Use correct oil and fuel grades as given in the aircraft Owner's Manual (or POH) or approved Flight Manual. Do not use auto fuels.

2) In the event of a maintenance discrepancy while away on a flight, repair or have repaired all items affecting safety of flight. Contact the Aircraft Maintenance Officer (or, if not available, some other Club Officer/Director) before arranging for any repairs over one hundred ($100.00) dollars. For amounts less than this, the member may do so in his own name, and after presentation of a properly receipted bill for such sales and/or services, and after the bill has been approved by the Treasurer, said member shall be given credit.

3) Secure inside storage whenever possible to preclude storm damage. If an aircraft must be stored outside, be sure it is tied down securely and controls are locked. The safety of the aircraft is the member's sole responsibility while the aircraft is in the possession of a member.

4) Lock the aircraft at all times when unattended.

5) Storage, tie-down fees, and landing fees, incurred by a member away from the Club's home airport shall be absorbed by the member.

6) Whenever an aircraft is left standing during windy conditions (blowing dust, sand, snow, etc.), it is the responsibility of the member to clean or have cleaned the AIR INTAKE SCREEN to the carburetor and overall engine, before starting the engine.

7) Any member who flies in or out of a dirt, gravel, rock surface, sod, or grass airport will be held fully responsible for all damage to the aircraft, such as propeller damage, paint nicks, dents to metal surfaces, etc. This also applies to taxiing, starting engine, run-up, etc., when a taxiway or tie-down area is not paved. Use the tow bar in the aircraft when necessary to avoid propeller strike on uneven terrain.

9) Keep aircraft exterior and interior clean. The next member to use the aircraft deserves such diligence, and will appreciate it. Remember; ALWAYS leave the plane “ready to fly for the next member”.

10) Upon return, refuel and clean the aircraft per Section 3, item 3.

Section XI: Enforcement

1) The above Club Rules & Regulations should be policed by the entire membership. All complaints and any suggestions shall be filed with the Club President or other officer.

2) Any violation of FAA Regulations or the Rules & Regulations of the Club shall constitute cause for immediate grounding and possible termination of the member’s Club membership.

Section XII: Changes and Amendments

1) Changes or amendments to the Idaho Aero Club’s Rules & Regulations may be effected only by majority vote of the Board of Directors at a regular or special meeting called for such purpose.

2) Changes or amendments to the Idaho Aero Club’s Rules & Regulations shall be posted on the Club’s website.

3) Idaho Aero Club’s Rules & Regulations are designed to aid in the safe, efficient, systematic and equitable utilization of Club aircraft. They are also designed to assist all Club members to have many safe and enjoyable hours of flying.

4) Idaho Aero Club’s Rules & Regulations are formulated and put into effect by the Club’s Board of Directors as provided in the By-laws, and shall remain in full force and effect until or unless amended or revised by the Club’s Board of Directors

5***) MEMBERS ARE RESPONSIBLE TO BE FAMILIAR WITH, AND ABIDE BY, ALL CURRENT FEDERAL, STATE, LOCAL, AND IDAHO AERO CLUB’S RULES & REGULATIONS!***

The 12 Golden Rules of Aviation

1. Rule one has to do with us, the pilot-in-command. When was the last time you flew with an instructor? Was it two years ago during your last flight review? Think about getting a good evaluation by a qualified instructor, not just any instructor, but one that is familiar with your airplane type. Practice some maneuvers you haven’t done for awhile. Such as stalls, steep turns, and slow flight. Make a concentrated effort to practice crosswind and short-field landings. Review emergency procedures, especially engine out simulated forced landing procedures.

2. Rule number two has to do with our aircraft. When was the last time it flew? We should always do a thorough preflight inspection, looking in detail for possible problem areas.

3. The third rule requires us to be vigilant. Always, whether taxiing or flying, do a double cross check for existing or potential hazards.

4. Rule four tells us never to operate an airplane with a known malfunction. If a malfunction occurs in flight that adversely affects flight safety, land as soon as practical and get it repaired.

5. The fifth rule states that we should always receive a thorough preflight weather briefing before we fly. Remember regulations generally are written to "minimum" levels of safety. What may be legal VFR or IFR may not necessarily be safe, depending upon your level of proficiency and experience, and the capabilities of the aircraft.

6. Rule six states "airspeed" is life. Never abruptly change the attitude of an aircraft nor allow it's airspeed to drop below at least 150-percent of the stall speed when maneuvering below 1000 feet above the ground.

7. Rule seven has to do with navigation planning. Make sure you know the minimum safe altitude along your route of flight. Always try to plan a route so that you would have a decent chance of "walking away" from a forced landing. Have current charts for the route you are flying. Airspace requirements and radio frequencies do change.

8. Rule eight states: Be absolutely sure the runway length is adequate based upon the aircraft's manufacturer's published takeoff or landing distance charts. A safety margin of plus 50 percent of the published distance should be used for hard surfaces, double if sod, and triple if wet grass.

9. Rule nine addresses takeoff and landing limits. Abort your takeoff if not solidly airborne in the first one-half of runway. Always, when safe, plan to touchdown 200 feet inside of runway threshold. Abort your landing if not solidly on the first one-third of the runway. Never quit flying the aircraft until the engine is shut down and the chocks are in place.

10. Rule ten has to do with wind limits. Never attempt takeoff, landing or taxiing when crosswinds or gusts exceed aircraft limits. Keep in mind the aircraft may be more capable than our own abilities and proficiency. The key word is "proficiency". Always plan ahead and be ready for the unexpected.

11. The eleventh rule has to do with our physical condition as pilots. Never attempt to fly if less than eight hours have elapsed since drinking alcoholic beverages ("8-hrs bottle to throttle"). Moreover, never fly if you are feeling ill, fatigued, emotionally upset, or just not feeling up to par for any reason.

12. Rule number twelve simply has to do with good judgement and personal perception. ***Does it feel right? Does everything about which you are about to do seem Ok to you? Are their reservations or concerns lurking somewhere in the back of your mind?*** If so, take a moment to think about it, to dwell on it, and to possibly consider an alternate plan. As they say, ***"Patience is a Virtue."*** Keep that in mind in everything you do.