



DSU SAFETY PROCEDURES AND PRACTICES

PREFLIGHT

1. **Checklist** usage is mandatory in all DSU aircraft. All students must understand that checklists are important tools used by the proficient, professional pilot to assure consistent operational performance.
2. All pilots are required to **taxi** no faster than a brisk walk and no taxiing on unpaved surfaces is allowed within 24 hours of any precipitation or thaw. At no time may a wing or any other part of an aircraft be allowed to pass under any part of another aircraft.
3. When practicing in the local area, all pilots are expected to exercise **traffic vigilance** and to have a current sectional on board the aircraft. For safety considerations, pilots are expected to remain within their assigned practice area whenever possible.
4. The student must review all previously noted **discrepancies** and bring any open discrepancies to the attention of the Flight Instructor or Chief of Maintenance. Students shall note any discrepancies found during preflight on the discrepancy sheet in the 'can' and notify the Flight Instructor or Chief of Maintenance.
5. The preferred **cold weather** procedure of preheating DSU aircraft (temperatures below 20 degrees Fahrenheit) shall be to hangar the aircraft for a period of time rather than use the portable preheater.

NIGHT FLIGHT

1. All night flights that depart the 33N traffic pattern require a flight plan.
2. Solo student pilots on local training flights shall return the aircraft to the tie-down point prior to sunset.

| <u>WEATHER MINIMUMS</u> | | <u>Ceiling (ft. AGL)</u> | <u>Visibility (SM)</u> |
|--------------------------|-------------------------|--------------------------|------------------------|
| Day/Dual/VFR | Pattern: | 1400 | 3 |
| | Local: | 2000 | 3 |
| | Cross Country: | 3000 | 4 |
| Day/Solo/VFR (Student) | Pattern (uncontrolled): | 2000 | 4 |
| | Pattern (controlled): | 2000 | 5 |
| | Local: | 3000 | 5 |
| | Cross Country: | 4000 | 7 |
| Private Pilot or better: | Pattern: | 2000 | 3 |
| | Local: | 3000 | 5 |
| | Cross Country: | 3500 | 5 |
| Night/Dual/VFR | Pattern: | 2000 | 3 |
| | Local: | 3000 | 5 |
| | Cross County: | 4000 | 5 |
| Night/Solo/VFR | Pattern: | 3000 | 5 |
| | Local: | 4000 | 7 |
| | Cross County: | 5000 | 7 |

| <u>WIND RESTRICTIONS</u> | <u>Dual Including Gusts</u> | <u>Solo Student Pilot</u> | <u>Solo Rated Pilot</u> |
|---------------------------------|-----------------------------|---------------------------|-------------------------|
| Warrior and Arrow | 30 Kts | 20Kts/10Kts X-Wind | 20Kts/10Kts X-Wind |
| Seneca | 35 Kts | 20Kts/10Kts X-Wind | 20Kts/10Kts X-Wind |
| Tomahawk | 25 Kts | 20Kts/10Kts X-Wind | 20Kts/10Kts X-Wind |

| <u>FUEL REQUIREMENTS</u> | <u>Dual/VFR</u> | <u>Dual/IFR</u> | <u>Solo</u> |
|---------------------------------|--------------------|-------------------|-------------------|
| Minimum Reserve | 60 Minute. Reserve | 60 Minute Reserve | 60 Minute Reserve |

DISPATCH

GENERAL

1. **Student Pilots** are not authorized to dispatch DSU aircraft.
2. **Dispatches by telephone** are not authorized
3. No Student Pilot may begin a solo flight unless an authorized DSU Flight Instructor present at the airport has properly endorsed and dispatched the student.
4. Each flight shall be dispatched using the *SchedulePointe*© system. At a minimum, the syllabus lesson number and 'local' shall be annotated in the 'comments' section of *SchedulePointe*© if remaining in the local practice areas.
5. Flights outside the local area shall annotate points of intended landing or the airfield ICAO designation for instrument approaches in the 'comments' section.
6. IMC/IFR flights will provide a complete dispatch report to the Chief Instructor to include departure, enroute, and destination weather collected within 1 hour of actual departure, weight and balance, flight log, a copy of the filed flight plan, and destination phone contact.

FIRE PRECAUTIONS

1. No smoking in the DRBA building, on the ramp, or in any DSU aircraft at any time
2. In case of an aircraft fire, either on the ground or in-flight, comply with the procedures in the appropriate emergency checklist.
3. The Seneca includes a small fire extinguisher installed in the cockpit. It is available for use in a fire emergency. Fire extinguishers are also located at outside entry ways to the maintenance hangar.
4. In the event of a fire while attempting to start the airplane, keep the starter in the start position to attempt to draw the fire into the engine.

CROSS-COUNTRY

1. No cross-country flight will be dispatched if the aircraft has less than 10 hours left to the 100 hour inspection.
2. No aircraft may fly beyond the 100 hour or the annual inspection date.

FLIGHT**TRAFFIC PATTERN**

1. **Left hand** Traffic Pattern altitude 900' MSL. If remaining in pattern, begin Crosswind leg at 600' MSL.
2. Must be at pattern altitude by **1/2 mile** prior to entering Downwind leg
3. The **preferred method of arrival** is a 45-degree entry to the downwind leg with entry to the downwind leg accomplished by midfield.

LOCAL

1. The **local flying area** is within 50 NM of Delaware Airpark. There are three practice areas located within 25 miles of Delaware Airpark as attached below.
2. All **minimum safe altitudes** shall comply with FAR Part 91.
3. Minimum altitude for **simulated emergency landing** is 500' AGL. Minimum altitude for **simulated engine failure** is 400' AGL.
4. **Landing lights** will be turned on for takeoff and landing, anytime in the vicinity of an airport below 3000' AGL, and while conducting flight maneuvers in areas of high traffic or MVFR.
5. Simulated emergency landings are not authorized during solo flights.

CROSS-COUNTRY

1. Should any **unforeseen event** occur during the flight that requires significant deviation or landing at an alternate airfield, the PIC will Contact the Chief Instructor or Assistant Chief after first point of landing.
2. If any **discrepancies** are noted enroute or at a planned or unplanned airport, contact DSU Flight Operations using the priority phone list below. Only a Certified Aircraft mechanic (A&P) or a DSU Flight Instructor are authorized to clear a discrepancy.

LANDINGS

1. Student pilots shall not land at any field designated as **other than hard-surface** except in an emergency.
2. Landings may not be made at any airports with less than **3000 feet** of landing surface except in an emergency.

RE-DISPATCH

In the event of any maintenance abnormality, contingency, deviation from original flight plan or emergency, DSU Flight Operations must be contacted prior to resuming the flight. Contact your dispatching flight instructor, if appropriate or one of the following numbers in priority sequence:

| | |
|-------------------------|----------------|
| Chief Flight Instructor | (301) 639-3770 |
| Associate Director | (302) 331-1122 |
| Chief of Maintenance | (302) 242-7745 |
| Program Director | (302) 857-6712 |

ACCIDENT/INCIDENT

The PIC will contact DSU Flight Operations as soon as possible. Pilots are cautioned about initially discussing the incident or accident to anyone but DSU personnel. The only official remarks during post-accident/incident will be made through the DSU President's Office via the Campus Director of Communications.

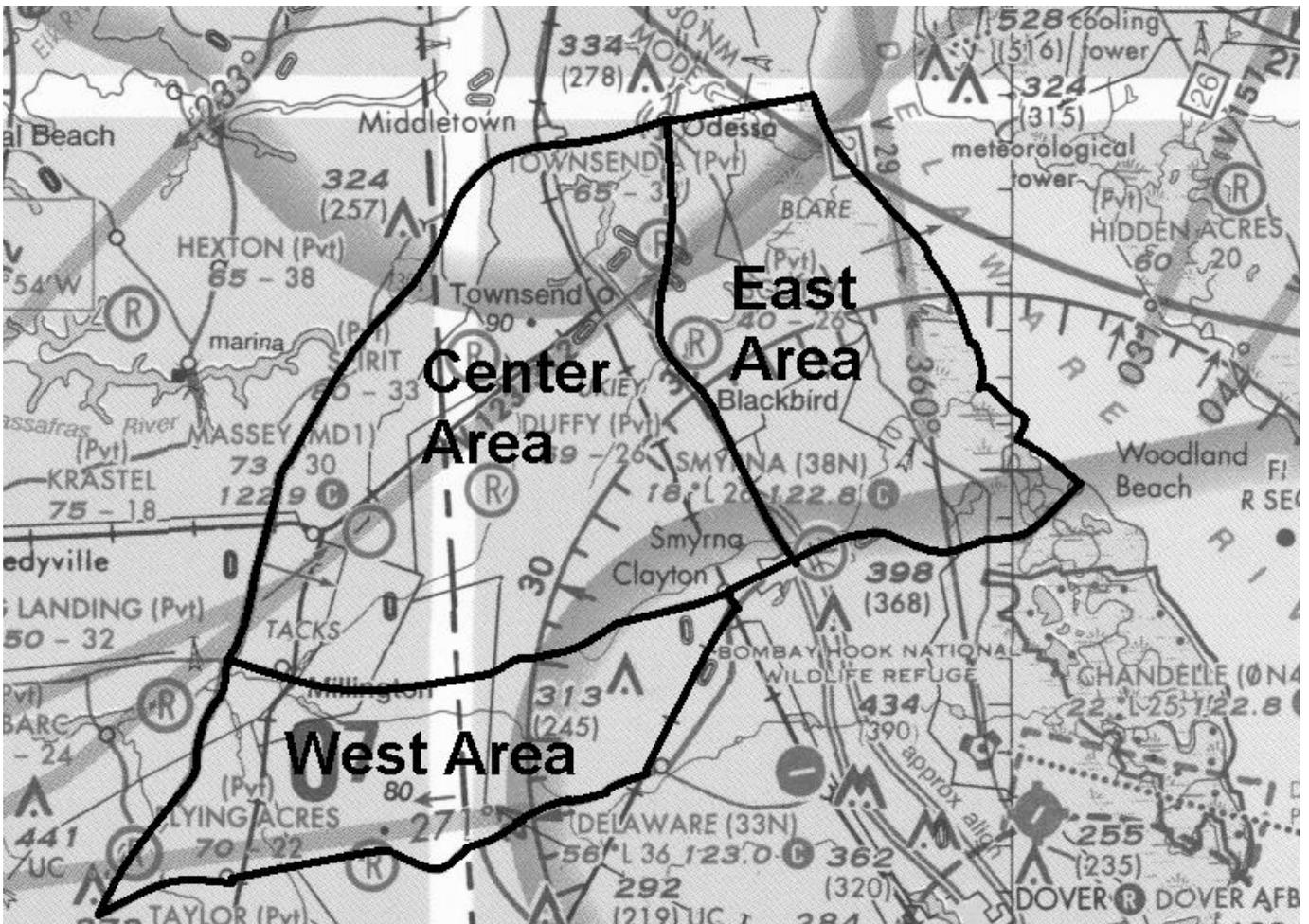
POSTFLIGHT

SECURITY

1. All aircraft parking on the ramp shall be in a tie-down spot and properly tied down at the end of each day.
2. If all tie-down spots are full, an aircraft may be left in front of the terminal with all wheels chocked overnight.
3. Pilots shall ensure that cowl plugs and pitot-cover are installed, controls restrained, and doors locked before leaving the aircraft.

CLOSEOUT

The Flight Instructor will close out each flight using the *SchedulePointe*© system promptly following the post-flight briefing for all student pilots and when dual instruction is given. The PIC will close out the flight using *SchedulePointe*© for all other non-dual flights.



These Procedures and Practices are effective as of 01-31-2014 _____