

# Insch Airstrip

## Standing Orders

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Current April 2022 (Next Review April 2023)

#### **(1) Telephone Numbers**

Police, Fire and Ambulance	Tel: 999 or 112
NHS24 Minor Injuries	Tel: 111
Doctor, Insch Health Centre	Tel: 0345 337 6310
Local Hospital NHS Grampian Switchboard	Tel: 0345 456 6000
Airstrip Owner - Ken Wood	Tel: 01464 820422 (Home) Tel: 07714 531777 (Mobile)
Safety Officer - Raymond Porter	Tel: 01888 511289 (Home) Tel: 07786 332916 (Mobile)

## **(2) Pilot Responsibilities**

Pilots are required to familiarise themselves with these Standing Orders annually. This can then be confirmed by accepting the standing orders when they join or renew their membership electronically.

**Pilots are reminded that it is their responsibility to ensure that their Licences are current in all respects i.e. Certificate of Experience, and appropriate medical declaration/certificate as required by the CAA.**

Pilots shall know and fly within the limits of their Licence. Any flight with the intention of taking passengers require that the pilot must have flown in the last 90 days with at least 3 landings and 3 take offs.

Pilots shall ensure that their aircraft is legal for flight by checking they have:-

- Valid permit to fly/Certificate of release to service for certified aircraft
- Valid aviation insurance
- Aircraft weight and balance is within limits
- Modifications are approved and signed off
- Radio installation is licensed
- Suitable check list

## **(3) Preparation for Flight**

### **Fit to fly? (IMSAFE)**

- Illness
- Medication
- Stress
- Alcohol
- Fatigue
- Eating

### **Weather**

Within your capabilities, aircraft limitations and Licence requirements.

### **Membership**

Club membership must be current.

### **Hazards**

Information on known hazards can be found in NOTAMS and Aeronautical Information Circulars.

### **Equipment**

Helmets, Intercom, Current Maps, Tie-Downs (if required), Batteries, GPS, Radio.

### **Aircraft**

Pre-flight check as per manufacturers' check-list. Service record complete, weight and balance and performance within limits.

## **Briefing**

Provide passenger brief where needed.

## **(4) Circuit Procedures**

The circuit is left and right-hand for both runways and at 1000 ft AAL.

Overhead joins are preferred at 2000ft AAL or 2500ft on Aberdeen QNH (subject to cloud base)

Radio-equipped aircraft must report 3 miles out, overhead with intentions, downwind, on final and when taxiing. Use SafetyCom 135.480.

Pilots are reminded that because of the dual circuit pattern, good airmanship and lookout are essential. Possible conflicting runway direction in nil wind conditions.

Pilots are reminded that because of the mixture of aircraft an allowance for different air speeds must be made.

## **Noise Abatement**

It is increasingly vital that we adopt effective noise abatement procedures, not only to protect our own investment in our hobby/ pastime, but also to continue to keep our “good neighbour” relationship that we have built up over the years.

Therefore, the noise abatement procedures are;

All pilots on all flights will be aware of the noise nuisance and subject to operational considerations, will fly in such a way to create minimum disturbance.

In order to spread noise around the circuit, direction is variable and at 1000 ft.

The preferred runway for take-off is 31.

When practicing circuits, no more than four will be done at a time, using both left and right-hand circuits.

For departure routes and avoidance areas – refer to the map in Section 7.

## **(5) General Operations**

### **Currency**

Any person, whether solo student or licenced pilot who has not flown from Insch as pilot in command for more than three months must have a personal briefing with Ken Wood.

**Pilots are reminded that it is their responsibility to ensure that their Licences are current in all respects i.e. Certificate of Experience, and appropriate medical declaration/certificate as**

**required by the CAA. The GM&FC bear no responsibility in ensuring pilots operating out of Insch Airstrip have complied with this requirement.**

### **Airstrip operation period**

All aircraft to be flown "day VFR".

In accordance with local planning regulations, aircraft shall not be flown outside the operation period of 0730-2130 hrs.

### **Exhibitionism**

Contour-chasing, trick or exhibition flying and stunting of any nature in the vicinity of the airfield is absolutely prohibited.

### **Smoking**

No smoking inside the hangars, clubhouse, near the fuel store or in the vicinity of an aircraft.

### **Fire and First Aid**

All pilots should know where the fire extinguishers are and how to use them. Defibrillator and First Aid box are available in the clubhouse.

### **Clothing**

Pilots of aircraft must ensure the use of the correct clothing for the intended flight. Be especially careful of loose scarves, gloves and glasses.

### **Start Up**

#### **Aircraft to be parked in a suitable position and clear behind**

#### **Under no circumstances shall a pilot;**

Start an engine without a suitably qualified person in the cockpit (Except for "hand swinging" prop by a competent person).

Step out of an aircraft while the engine is running.

Leave an aircraft unmanned or with an unqualified person in the cockpit while the engine is running.

Taxiing aircraft should keep to a sensible speed (fast walking pace).

## **Airstrip Safety**

All pilots and Club members will make their family, friends and visitors to the airstrip aware of the potential dangers and safety rules. They must also keep alert at all times to the conduct and control of visitors.

All members are responsible for promoting a safety-conscious environment by being continually aware of potential dangers to themselves and visitors.

## **Welcome to Inch Airstrip**

### **Visitor Information**

For your safety, may we draw to your attention the following rules and danger areas within the airstrip environment. If you are unsure about something or require assistance, please request guidance from a Club member. You enter the airstrip at your own risk.

**Under the Land Reform (Scotland) Act 2003, there is no right to roam on this airstrip.**

Please beware of the following dangers;

- A) Movement of cars on the access road and parking area.
- B) Crossing the access bridge with regard to aircraft taking-off or landing.
- C) Aircraft taxiing or running up engine with regard to the propeller and dust and stones from the slipstream.
- D) The dangers of sharp edges in the hangar – propeller, wing tips, etc.
- E) The dangers associated with airstrip machinery, grass cutting, tractor movements and electric generators.
- F) The danger of sliding or falling into the Gadie Burn from the bridge or grassy bank.
- G) The danger of loose objects eg. wing trolleys, screw tie-downs and ropes.

For your safety;

- A) No smoking in the clubhouse, hangars or near the fuel stores or aircraft.
- B) Except for airstrip maintenance, the runway, the taxiway, and the area of grass to the windsock side of the runway are no-go areas.
- C) Children must be accompanied and kept under supervision at all times.
- D) Dogs to be kept under supervision at all times.

## **(6) Hangar Standing Orders**

Club members hangaring an aircraft or Club members entering the hangar are expected to comply with the Standing Orders as displayed within the hangar. These are designed to minimise risk and maximise utilisation. They will be updated on a regular basis and members are asked to refer to them regularly.

**Hangar Coordinator/Master:** The day-to-day running of the Hangar is the responsibility of the Club Hangar Coordinator/Master who can be consulted as required. Decisions regarding the Club Hangar, the committee reserve the right for the final decision.

**General:** The hangar is for the exclusive use of members of the Grampian Microlight & Flying Club (GM&FC). It is the responsibility of Club members storing their property in the hangar to make themselves familiar with these terms and conditions which are subject to change from time to time.

### **Health and Safety:**

- a) Members should make themselves aware of door operation, fire exits, fire extinguishers and fire warning bells.
- b) Members are responsible for the safe storage of materials relating to their aircraft. Care should be taken to avoid trip hazards. Members are responsible for general tidiness in the area surrounding their aircraft and the recycling of their waste materials.
- c) No smoking or naked flames are allowed
- d) Aircraft must not be refuelled within the hangar.
- e) All fuel cans must be stored in the fuel store.
- f) The running of engines within the hangar is not permitted.
- g) Members must not leave another aircraft outside the hangar whilst they are flying, without the permission of the owner.

**Liability:** Although all reasonable steps will be taken to ensure the security and safety of all aircraft stored, each aircraft owner must accept that his/her aircraft is stored at Insch Airstrip at his/her own risk and should satisfy him/herself that the facilities are adequate for the purpose. Airfield owners and GM&FC (its Committee members, associates or servants) cannot be held responsible for any damage or loss, however caused unless gross negligence can be proven.

**Insurance:** It is the responsibility of each aircraft owner to insure for 3rd party liability and ground risks insurance, although not compulsory, it is strongly advised. Aircraft parts in storage without insurance must be rendered inert (eg. fuel, battery, etc removed) but uninsured owners are potentially liable for any third party damage.

**Handling Aircraft in the Hangar:** Aircraft owners must provide a suitable device for moving their aircraft and are strongly advised to get help to watch over the movement of aircraft so as to minimise the risk of accident or damage. Any damage that does occur to your or anyone else's property must be reported in the Hangar Movements Book.

**Accident Reporting (hangar movements):** The Hangar Movements Book is located on the flight planning bench. Report any damage, however slight, in the book with a note on the aircraft together with time, date and nature of incident. Include any mitigation and contact details (phone or email) so that enquiries can be made.

**Hangar Rash:** Common sense and care will prevent most cases, but if it does occur to your aircraft, IT'S YOUR PROBLEM! You can help to avoid damage to other aircraft by purchasing an inexpensive dolly system which makes your aircraft easy to move. Physical precautions against damage ie. covers, spat and prop protection and wing tip protectors are also strongly advised.

**Birds/Vermin/Weather:** All reasonable steps have been taken to protect your property whilst inside the hangar. Do not leave food in your aircraft! In extreme weather, it is worth visiting the hangar to see if you can help to mitigate potential damage.

**Members of the Public (non-club members):** Members of the public or visitors should be discouraged from entering the hangar unless accompanied and supervised. Please do not leave valuable equipment loose in the cockpit.

**Security:** You must ensure all doors are locked before leaving. Doors should be kept locked when flying, if the Airfield is unattended.

**Aircraft Places:** The optimum placing of aircraft within the hangar will be reviewed on a regular basis by the Club Hangar Coordinator/Master. Given the expected turnover of aircraft types, members must expect that the position of their aircraft will need to change over time to ensure optimal utilization.

**Notice of Removal:** THREE MONTHS' notice of removal is required. If no notice is given, you will be charged for three months' rent. Liaise with the Hangar Coordinator/Master if you wish to relinquish a rental space or shareholding.

**Payment:** All hangar fees should be paid in advance. Preferred payment method is by standing order to be credited to GM&FC by the 20th of the month or yearly in advance by 20th January. Information on storage accounts is kept by the Club Hangar Coordinator/Master and Treasurer. In the event of significant rent arrears, your aircraft may be removed from the hangar and/or held against any balance due.

**Termination:** The Club may terminate this agreement with any individual member with 28 days' written notice and pro-rata return of any annual rent paid for that year. Reasons for termination include rent arrears, behaviour/actions in breach of the base rental agreement or a breach of these Hangar Standing Orders.

**Hangar Coordinator/Master for 2022/2023 is Ryan Torrie** (contact details: [rtorrie86@aol.com](mailto:rtorrie86@aol.com) Tel: 07483819698

4<sup>th</sup> April 2022





**(7) Map of Area (PTO)**