

CLUB SAFETY REVIEW

APR 2012

I. Club management structure

- A. Is the club supervisory structure, as it relates to safety policy, practices and procedures, clearly defined and available to members? **Yes, described in Safety Management Plan, FOB**
- B. Has the club a nominated safety officer? If so, to whom does he report? **Yes, reports to PNGC Chairman & Committee**
- C. Has the club a safety system? If not, what means are employed of improving and promoting safety? If yes, is it working? Is there a full closed circle safety process? **Yes. Structure in place to continually review safety.**
- D. Does the management team monitor the performance of the flying training syllabus? **Yes. Structure in place to continually review safety.**
- E. Is there an adequate number of active and current instructors, and a CFI succession plan? **Yes, Continues development of new instructors underway, with suitable candidates identified.**

II. Information for pilots

- A. Are flying orders, rules, standard operating procedures, letters of agreement available to members at the launch point and at the clubhouse? Are members required to sign as having read them? **FOB, hard copy and also on website**
- B. Are glider and other club aircraft manuals and BGA manuals readily available to members? **On website and in Clubhouse** Do members know of their existence and location? **Not sure**
- C. Is safety information displayed at the launch point and in the clubhouse? **Clubhouse**
- D. Are members made aware of the latest requirements and recommendations of the instructing team? **Via notices and Duty Instructor**
- E. Are local and regional air maps available for members at the launch point and in the clubhouse? **Clubhouse and individuals own copy. Some gliders have local airspace card.**
- F. Are current NOTAMs and Met reports available at the launch point and clubhouse? **Launchpoint each flying day (local NOTAM only).**
- G. Responsibility! Who ensures all above available and up-to-date? **Duty instructor**
- H. Are formal daily briefings given before flying commences? **No**

Aircraft

- A. Is aircraft maintenance work always properly approved? **Yes**
- B. Who is responsible for ensuring daily inspections are carried out? **Authorised pilots**
- C. Who trains pilots in daily inspections, reporting and recording. **Instructors**
- D. How frequently are club parachutes serviced? **6 monthly**
- E. How are parachutes stored? **Cupboard in Clubhouse**
- F. Are privately owned parachutes regularly serviced? **Owner responsibility**
- G. Are all club gliders equipped with energy absorbing cushions? **Yes**
- H. Are energy absorbing cushions encouraged in private gliders? **Yes**
- I. Are glider ballast weights available at the launch point for club gliders? **Yes**

- J. How are ballast weights secured in club gliders, and who checks the fitting? **Fixed and ballast bags. P1**
- K. Are all club gliders provided with audio varios? **Yes**

IV. Winches and other vehicles

- A. Who is responsible for the maintenance of the equipment in efficient working order? **General Manager**
- B. Is there a DI checklist for the winch, and is the DI recorded in a DI book? **Yes**
- C. How often are the guillotines checked? By whom? How is this recorded? **NK, Winch Master, Nk**
- D. Is there a winch operator training programme? **Yes**
- E. Are winch cables and cable assemblies fit for purpose, used with appropriate weak links and inspected before use? **Yes**
- F. Are appropriate ground warning signs provided? **None used**
- G. Does the winch have a warning beacon? **.Yes**
- H. How is the winch earthed? **Cable and ground spike**
- I. Who supervises the winch operations? **Duty Instructor**

V. Airfield.

- A. How is access controlled? **Gate Staff – no public right of way**
- B. What safeguards are in place to avoid conflict with other airfield users and to protect the public? **Guests are escorted by host club member**
- C. What public rights of way exist on the airfield? **None**
- D. Are all signs on the airfield, directing visitors and the public, in accordance with Health and Safety Regulations as indicated in Section 7 of the BGA Site Operations Manual? **Site is not run by PNGC. Visitors are personally escorted/briefed by Club Host.**
- E. Who is responsible for ensuring that the safeguards are in place. **PNGC Committee**
- F. What obstacles or hazards, including rough ground, (temporary or permanent) exist on the airfield?. How are these marked? **Traffic Cones**
- G. Does the shape of the airfield (in plan or vertical) present a hazard? **No**
- H. Who is responsible for the maintenance of the runway surfaces? **BN**
- I. Are all approaches suitable for tug landings with trailing ropes? **Yes plus local 300ft rule over airfield bounday**
- J. Is a suitable area established for refuelling? **Yes**
- K. Are all relevant safety procedures followed during refuelling? **Yes**

VI. Pilots.

- A. Is there a training syllabus? **Training Record Cards**
- B. How is pre-solo training recorded? **TRC**
- C. Has the club a post-solo training programme? **Post solo TRC**
- D. How does the club ensure that all members remain proficient? **Currency calculator auto program when logging in to fly on Logstar.**
- E. Are visiting pilots given a site briefing and currency and ability checks? **Yes**
- F. How is field landing training carried out? **SLMG**
- G. Is competition training available for pilots? **Yes but not done locally**
- H. Are members required to seek CFI approval for ownership of a new type? **Yes (Club Rules)**
- I. Is transition/conversion advice provided for new owners? **Yes via CFI**

VII. Operations.

- A. What supervision is provided at the launch point? **Full Cat Authoriser and Duty Instructor (Full/AsCat)**
- B. Who is responsible for : the airfield set-up?) Are they
 the winch launch process?) given
 the aerotow launch process?) training?
 radio control?)
 visitor control?)
Duty Instructor
- C. What circuit procedures are employed for both gliders and powered aircraft?
Opposite circuits
- D. What R/T procedures are employed? e.g. downwind calls. **Yes** What signalling system is used for winch launching? **Radio** Is there a back-up stop signal **No**
- E. In aerotow operations what means of signalling to the tug pilot are used. **Radio 'clearance'**
- F. What rope lengths are used? **Minimum length or greater?**
- G. Are aerotow ropes and assemblies fit for the purpose, used with appropriate weak links, and inspected before use? **By Tug Pilots ?**
- H. How are tug daily inspections recorded? **Tug log**
- I. How are tug faults reported **Tug Log and verbal report to Tugmaster**

VIII. Visitors

- A. Is there a recognised system for receiving and dealing with visitors? **Yes**
- B. Are there signs at the airfield entrance guiding visitors safely to the reception area? **Escort provide to and from launchpoint**
- C. Who is responsible for supervising visitors and briefing them regarding appropriate behaviour on the airfield? **Host**

IX. Emergencies.

- A. Is the club disaster/accident plan up to date and readily available to club members at both the launch point and at the clubhouse? **Pack at Launchpoint for Duty Instructor**
- B. What emergency equipment is available at the launch point? at the winch? and at the refuelling point? List them **First Aid Kit, FFE (Foam & Co2) Spill Kit at fuel Bowser**
- C. Is the emergency equipment checked? How often and by whom **TBD**
- D. Do the emergency services know how to get to the airfield? **Yes, but they may not know where to go or understand airfield operations – escorts are required**
- E. Has an accident simulation exercise taken place, or is one planned **Not known**
- F. Has the club a list of members who are first-aid trained displayed at the launch point and in the clubhouse? **No**
- G. Are first-aid kits provided at the launch point and the winch? **Launchpoint**
- H. Is a check carried out at the end of flying to ensure that all aircraft are accounted for? **Yes**
- I. What situation would trigger a search and rescue operation? **Overdue a/c procedure**
- J. Does the club have a PR plan prepared in the event of an accident? **Not known**
- K. It is important to know what accidents, incidents, hazards, occurrences have

happened or been highlighted since, or as a result of, the last audit, what likely causes the investigations have indicated, and what action has been taken to prevent a recurrence. Have these actions been reported to club members, and if sufficient time has passed, can the actions be said to be effective? **Incidents are recorded at the Launchpoint in the Incident Book which is discussed at monthly Committee meetings unless more urgent action is required.**

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