

DHESC Flying Section : Rules of Operation

Issue 31 – 14 November 2018 : Updated C-1 for YZD interval 12 months ; C-2 TDS now on Instructor list : File Rules31.doc

Part A - General

- 1) The By-Laws of the DHESC, especially Article 9, apply to the Flying Section. The primary purpose of the Flying Section is to give its members the opportunity to learn to fly and obtain a Private Pilot Licence or a Recreational Pilot Permit. Flying by licenced pilots is encouraged. Some advanced training can be arranged. Aeroplanes owned or operated by the Flying Section may be flown only by members of the Flying Section or by an authorised Flight Test Examiner.
- 2) The Section Executive Officers must be members of the Section, and are elected by the members for a term of 1 year. The Flying Instructors and the Chief Maintenance Engineer (CME) are not elected by the members, but they are members of the Executive. The Flying Instructors (as a group) have only one Executive vote.
- 3) The Flying Section Executive is responsible for all Section rules. Any rules which affect flight training must be acceptable to the Flying Instructors. A current, dated, copy of these rules must be kept in the Flying Club binder at the guardhouse, and in each aeroplane. All previous Flying Section rules are superseded by this document.
- 4) Flight training shall only be provided by members of the Flying Section who hold the appropriate qualifications.
- 5) All Flying Section members must be current members of the DHESC, must have completed the DHESC-FS Release from Liability Form, and must have completed the Bombardier Ramp Safety Training course.

Part B - Flying Section Administration and Fees

- 1) To become a member of the Flying Section, the annual Section fee must be paid. The only exception to this rule is that Aircraft Maintenance Engineers (AMEs) or apprentice AMEs who are enrolled by the CME to work on the aeroplanes, and who do not fly the aeroplanes, shall be entitled to Section membership without payment of the Section fee. AMEs & apprentices must be members of the Sports Club.
- 2) When fuel (or oil) is purchased for an aeroplane, while away from Downsview, any receipt(s) should be given to the Section Treasurer and then these expenses will be reimbursed. All other fees incurred on any trip (eg landing fee, hangarage) are normally the responsibility of the pilot in command (PIC) with no reimbursement.
- 3) The annual Section fee, the hourly rental rates for the aeroplanes and the remuneration paid to officers of the club, AMEs and Flying Instructors, are all determined by the Flying Section Executive Committee.

Part C - Flight Operations

- 1) A licenced pilot who has not flown as PIC for 12 months in a Flying Section aeroplane at Downsview, OR who has not flown as PIC for a period of 30 days, must have a checkout flight at Downsview before flying as PIC in one of the Flying Section aeroplanes. The 30 days limit changes to 60 days for licenced pilots with more than 100 hours of total flight time, and changes to 6 months for designated Check Pilots, and changes to 12 months for Flying Section Instructors (with FIR). Currency Transfer :- PIC flight time on any C-150 or C-152 counts for currency on our C-150. PIC flight time on any C-172 counts for currency on our C-172. Flight currency is “downwardly mobile” from any C-172 to our C-150, but only for pilots who have at least 5 hours flight time in a C-150 or C-152, some of which must be within the last 12 months. Flight currency is not “upwardly mobile” from a C-150 or C-152 to our C-172. A Flying Section Instructor may rule, in individual cases, that PIC flight time on other specific types is acceptable for retaining currency on our C-150 and/or our C-172.
- 2) Checkouts shall be provided by a Flying Section Instructor; or by a CPL holder who is approved as a Check Pilot by a Flying Section Instructor and approved by the Executive. For more information on checkouts contact -

Check Pilots	John Hakner		905-729-4443 (home)	416-577-3369 (cell)
	Ben Beale	416-373-5011 (work)	905-775-8777 (home)	289-231-4189 (cell)
	Bruno Marchesan	416-373-5038 (work)	905-605-2773 (home)	647-200-9875 (cell)
Instructors	David Lye	416-375-3806 (work)	416-884-5930 (home)	416-802-7922 (cell)
	Tiago Dos Santos	416-271-7393 (work)	905 417-5890 (home)	416 669-9037 (cell)
	Chris Basham	(not currently active in our club)		416-562-0244 (cell)
	Humberto Villalobos	(not currently active in our club)		416-912-8622 (cell)

- 3) Aeroplane bookings for training and recreational flights are made on a "first-come first-served" basis. A training flight shall not take priority over any other booked flight, except in the case of a Flight Test. Except for PPL & RPP training, a pilot may not at any time have more than 3 bookings for future flights; only one of which may exceed 5 hours (or overnight).
- 4) Any booking by a licenced pilot, except for VFR flights within Canada for periods of 5 hours or less, requires the specific approval of a Flying Section Instructor. See separate policy note (FLTOKAY.DOC) for details.
- 5) Before flight, the PIC should contact the airport operations office on 416-375-3933. This is to advise the office of your intentions, and to be advised of relevant information such as company aircraft movements. If the airport operations office is closed, you may still go flying. Note YZD PATWAS is on 416-375-4077.
- 6) If you add oil, note this on the Oil Consumption Log, which is kept with the oil in the shed.
- 7) If you find that an aeroplane is not airworthy, due to a physical snag, enter the snag in the Journey Log. Also, make an entry in the online Status Log, which will automatically inform Alan Vincent, our Chief Maintenance Engineer (CME) & others. If you wish, call Alan as well (home 416-445-1418, cell 647-216-7291).
- 8) If you find a defect, but you are sure that it does not make the aeroplane unserviceable for day VFR flight (eg bulb blown, interior trim damage, defect in non-essential instrument) then simply note the problem on the Tach sheet, and the online Status Log, to inform the CME. If in doubt follow procedure of (7) above.
- 9) Before flight, the PIC must check that the radio works properly. YZD has a Mandatory Frequency (MF) at all times. The YZD AWOS (122.975) or Buttonville ATIS should be used to check reception, before transmitting. If YZD Advisory is closed, Bombardier Emergency Services should be available for radio checks on 126.2.
- 10) Pilots in Flying Section aeroplanes should try to give priority to company aircraft and other business aircraft at Downsview, whenever it is safe to do so. This policy does not alter the Canadian Aviation Regulations.
- 11) The altitude for circuits, and for entering and leaving the Downsview zone, is normally 1500 feet ASL. Altitude should be reported when entering or leaving the zone, and in the circuit. To avoid causing TCAS RAs for YYZ traffic, use transponder Mode A for takeoff at YZD, and select Mode C only when leaving the circuit.
- 12) If a pilot is delayed in returning to Downsview, and will exceed the period booked, the pilot should, if possible, arrange for the online booking system to be updated, or call Bombardier Emergency Services on 416-375-3044.
- 13) Before night flying as PIC in one of the Flying Section aeroplanes, a pilot must have had a night checkout at Downsview. For night currency, a pilot must have flown at night (PIC or checkout) in the previous 6 months. For Check Pilots this time limit is 12 months, and for Flying Section Instructors (with FIR) it is 5 years. For night currency transfer rules between C-150, C-152 & C-172 types, follow rule C-1 above, with 'flight time' changed to read 'night flight time'. Before night flying at Downsview, the PIC must contact the airport operations office on 416-375-3933, to confirm that the ARCAL on 122.15 is operational.
- 14) The procedure to be used for arriving at Downsview when no other aeroplanes are in the circuit, and when the Advisory is closed, is as follows :-
 - Before entering the YZD zone, check YKZ ATIS (127.1) or YZD AWOS (122.975) for altimeter setting & winds.
 - Select runway, and broadcast position on zone entry, including altitude, and specific intentions for circuit joining.
 - Do not overfly the airport above circuit altitude.
- 15) The Pilot in Command is responsible for making the appropriate entries in the Journey Log and Tach Sheet.
- 16) Always secure the aeroplane properly after flight, using control lock, pitot cover, chocks and ropes. The tiedown location is very exposed to the wind, and damage can result if the aeroplane is not secured properly.
- 17) In the event of an "off-airfield" precautionary landing or forced landing, the first priority after landing is the health & safety of all involved. Second priority is the security and safety of the aeroplane (mixture lean, fuel off, mags off, key out, master off). Then, phone the CME, or one of the Instructors, to report the situation, see Items (2) & (7) of this Part for phone numbers. If the aeroplane is damaged, a written report will be required.