



# Air Sailing Gliderport

2022

## Operating Procedures Manual

This document was prepared, and is updated annually, per the direction of the Air Sailing Incorporated Board of Trustees.

Coordination Author: Rob Stone

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## 1. Welcome

### **Welcome to the Air Sailing Gliderport (ASG)!!**

This airport is operated by Air Sailing, Inc. for the enjoyment and education of soaring by members and visitors. Air Sailing Inc. offers the use of the airport, tie downs, hangar, campground, clubhouse facilities and a tow plane. Nevada Soaring Association (NSA) is a club based at ASG that operates gliders, provides instruction for its members, and operates a tow plane. Please see the brochure in the clubhouse for contacts and more information about NSA. The gliderport is a volunteer operation. Your understanding of these rules and policies and your active participation in daily operations is vital to ensure a safe airport. **You are required to read and certify your understanding of this document each year prior to flying at the airport.** This document is also posted on our website ([www.airsailing.org](http://www.airsailing.org)). Please sign and date the log maintained in the clubhouse after reading this document. Within this document, Appendix A is the Airport Diagram and Appendix B shows Runways and Landing Patterns. Camping is permitted on the airport as part of your soaring activity. Please see our Camp Ground Regulations posted in the Clubhouse and available on our website ([www.airsailing.org](http://www.airsailing.org)). Please be aware that the airport has hazards associated with aircraft operations. There are also hazards associated with any remote desert location, including rattlesnakes and other wildlife, and exposure to the elements. You are responsible for your safety and the safety of your guests during your stay.

## 2. Basic Field Rules

Please familiarize yourself and your group with these Operating Procedures. This is an active airport. Children, animals, and others unfamiliar with aircraft operations must be supervised. Please check in with our Caretaker or an Air Sailing member for assistance when you arrive for the first time. Contact information is posted on our welcome kiosk and in the clubhouse.

### 2.1 Insurance Requirements and ASI Waiver of Liability

All pilots and all owners of aircraft operating at the Air Sailing Gliderport are required to provide proof of acceptable aircraft insurance. Acceptable aircraft insurance is current and valid owned-aircraft insurance and/or current and valid non-owned aircraft insurance with coverage in the amounts of \$100,000 minimum per person or per passenger bodily injury liability, \$1 Million minimum property damage liability, and \$1 Million minimum each accident or occurrence, or otherwise mutually acceptable aircraft insurance. Proof of acceptable aircraft insurance is a policy coverage summary page and pilot(s) endorsement(s) showing the named insured(s) or a certificate of insurance showing the named insured(s), or otherwise mutually acceptable proof of insurance, in the pilot's physical possession or readily accessible in the aircraft.

Each pilot is required to sign a Waiver of Liability for both Nevada Soaring Association and Air Sailing Inc. Proof of acceptable insurance must be attached to the ASI Waiver of Liability.

### 2.2 Vehicle Speed Limits

Driving speed on the airport is limited to 5 miles per hour (walking speed). Please help minimize dust on freshly washed sailplanes and in the camping areas. Please stay within designed roads and parking areas.

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## 2.3 Vehicle Parking

Vehicle parking, camping, glider assembly and tie down areas, and trailer parking areas are identified on the airport diagram. Please do not obstruct taxiways. See Section 3, "Ground Procedures" for vehicle operating rules.

## 2.4 Glider & Trailer Tie Down

Sailplane and trailers must be securely tied down. Desert thermals and winds have damaged many unattended gliders and trailers. Lightweight equipment, such as awnings, should be tied down to avoid damage and hazard to other visitors and property. Glider tail dollies should be removed and the glider secured when not attended.

Note: Gliders stored in the hanger and glider trailers stored on the flight line are subject to be moved and/or relocated within the hanger or on the airfield for events and field maintenance reasons. Gliders and equipment within the trailers should be secured and ready for movement.

## 2.5 ASG Facilities & Equipment

Operation of Air Sailing generators, tractor, oxygen, irrigation system and other equipment must be by qualified personnel only. Ask a qualified Air Sailing member for assistance.

## 2.6 Emergencies & First Aid

An Emergency Response Manual is maintained in a red binder in the clubhouse. Emergency contact information is also posted by the phone in the clubhouse. A very limited general first aid kit is available in the clubhouse. You should provide your own first aid kit for normal cuts and scrapes. An emergency response kit is maintained in the hangar office in a marked cabinet. This response kit is for serious accidents to stabilize a patient while waiting for medical assistance. **PLEASE DO NOT** use these supplies for normal cuts and bruises. Please only open the cabinet for serious accidents.

Emergency response actions are posted in the cabinet to aid your decision processes should you need to help respond to an accident. Fire extinguishers are available in the hangar office, clubhouse, bathhouse, tow planes, and golf carts.

### Post-Accident Procedures

- Provide first aid and extrication for the involved victim(s).
- Call for assistance; dial 911, as soon as possible. There is a long reflex time to ASI for most Washoe County emergency responders, the sooner you call, the sooner help arrives.
- For significant injury strongly consider calling for an air ambulance, we are an airport. Be sure to have one person designated as the person in charge on the ground who has a handheld radio and will provide guidance to the helicopter. Don't land the helicopter right on top of the emergency, put them on asphalt some distance away and provide golf cart transport for the personnel in the helicopter. The rotor blast from a helicopter is not helpful.
- Should the accident be fatal, there is no reason to move anything until the investigators have made their determinations. Contact the Washoe County Sheriff's Office, the FAA, and the NTSB as soon as there is time.
- Contact the ASI Safety Officer and inform them of the accident.
- Contact the ASI Site Safety Officer and inform them of the accident and the use of any supplies that need to be replaced.

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## 2.7 General Rules

Good citizenship is expected while camping and visiting the airport.

Among other normal courtesies, this involves:

- a. Observe quiet hours. Personal generators should **not** be operated between 10:00 PM and 9:00 AM. Air Sailing generators should be operated with discretion.
- b. Keep the airport clean; sort trash and recyclable materials in the marked containers. Be very careful to not put trash in the recycling container, it is not well marked. Consider taking trash home with you to reduce disposal costs to ASI.
- c. Pets must always be under control to insure safe flight operations. Clean up pet waste.
- d. Avoid raising dust near sailplanes and camping areas.
- e. Refrain from activities inappropriate for an active airport. Discharge of fireworks, firearms, undisciplined use of vehicles, wasting resources, and activities that infringe on others' enjoyment of Air Sailing are unwelcome.

## 2.8 Safety

The Air Sailing Board of Trustees considers safety to be our highest priority. We are engaged in a sport that has many potentially serious hazards. Nothing we do at Air Sailing is more important than maintaining our safety culture and the constant vigilance that prevents hazards from becoming accidents. To this end the Board of Trustees has established a Safety Committee with a designated Chairperson (a.k.a. Safety Officer). The Safety Committee has a dedicated page on the ASG website which list the current membership along with the 24/7 contact information for the Safety Officer. Safety concerns or suggestions for improvement should be directed to the Safety Officer. The written Safety Policies of ASG are documented on our website.

## 2.9 Grass Valley Road Access

Grass Valley Road is located to the east of the gliderport. It is not permissible to use this road for access to ASI. The road connecting Grass Valley Road to the gliderport is owned by Air Sailing's neighboring property owners, and Air Sailing does not have an easement or permission to use it. Air Sailing maintains the path connecting the gliderport to this road for emergencies only – there are locked gates on both sides of the runway at that road crossing that will be unlocked only for emergency egress from the gliderport. Inability to reach the gliderport via Winnemucca Ranch Road because of flooding or poor road conditions does not constitute an emergency. Vehicles may enter and exit the gliderport property only via the west access road from Winnemucca Ranch Road. Except for golf carts supporting flight operations, motor vehicles must remain on the west (clubhouse) side of the north-south runway at all times. Crossing runways in motor vehicles is prohibited.

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### 3. Flight Operations - Ground Procedures

Please familiarize yourself with the airport diagram to understand the tie downs, active taxiways and runways. It is an excellent idea to walk the entire airport before flying; note runway overruns and emergency options. We routinely land on a different runway than we takeoff, so please recognize that you may be crossing an active landing area while on your way to the flight line. **Visually clear all areas before entering the runway environment.** Always keep in mind that gliders in the pattern are silent and hard to notice if you are not paying strict attention. Also, arriving gliders have limited options for avoiding suddenly appearing objects.

#### 3.1 Golf Carts

Golf carts are intended for transportation of gliders to and from tie-down areas and staging areas. Unattended golf carts are not routinely permitted on the runways. Golf carts may be used to move gliders to the flight line of runways 17 and 21, but should be expeditiously cleared to the staging area after glider disconnect. **Extreme caution and vigilance should be exercised when towing aircraft to the staging area on runway 21 since you are crossing an active runway.** These areas are indicated on the airport diagram. See Section 4, “Post Landing Operations” for proper recovery of sailplanes. Golf cart operators must possess a valid driver’s license or be at least 13 years old and under immediate adult supervision. Please tow gliders at a safe walking speed, be aware of fences, other gliders, and visually clear all active areas before entering. **Use of a handheld radio (tuned to 122.9) is required during ground tows to monitor glider operations.** Return golf carts to a safe location after use (e.g. flight line gazebo, clubhouse).

#### 3.2 Hangar

Hangar door operation requires a checkout by an Air Sailing member familiar with hangar door operation. Hangar doors may only be opened on one end at a time. This is to prevent a sudden gust of wind from passing thru the hangar. Hangar door operation can (and has) injured fingers. Movement of aircraft within the hangar requires great care. Whenever possible, apprise owners of aircraft to be moved and invite their participation.

#### 3.3 Flight Line Operations

Only pilots and qualified ground crew are permitted on the flight line. Pilots must brief ground crew on staging and launch procedures and hazards. We use standard SSA signals and procedures on the flight line (See Appendix C). Critical Assembly Checks, Positive Control Checks, and Preflight Inspections should all be accomplished before moving your glider to the staging area. Pilots are also encouraged to check radios and other electronic equipment (i.e. GPSs, loggers) prior to staging their glider. These practices are not only important as expediciencies, they are also important to safety. We need to ensure that these procedures are remembered and that they are accomplished in a deliberate and non-hurried manner.

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### **3.4 Glider Staging**

Stage gliders for launch as shown on the airport diagram and described below:

Runway 17: Several gliders may be staged on the flight line, either on the asphalt or alongside the asphalt, immediately to the west (towards the hangar). Up to three gliders may be staged on the dirt, on runway centerline, north of the asphalt. Note that staged gliders must not intrude onto the runway 21 approach, since 03/21 is likely to be the active landing runway during 17 departures.

Runway 21: Two gliders may be staged on the asphalt or alongside the asphalt, immediately to the north (opposite side from the hangar). One to three gliders may be staged on the dirt, if they are staged offset from runway centerline, north of runway centerline. All other staged gliders should be in the staging area. Keep in mind that if you are staging on runway 21, runway 21 is also most likely the active landing runway. All staging and taxi movements must be conducted so as not to interfere with landing aircraft. Do not obstruct tow plane turnouts as shown on the airport diagram.

### **3.5 R21 Safety Alert**

Special attention must be paid to the R21L threshold area. Our prevailing winds are from the southwest. When these winds become sufficiently strong, we will move T/O operations from R17 to R21L. This means that R21 will be used for both T/Os and Landings. When this happens, pedestrians and staging gliders will be crossing the landing threshold. People must be especially attentive to this potentially hazardous situation.

### **3.6 Personal Vehicles for Glider Towing**

Personal vehicles may be used to tow gliders within the compound and within the taxiway areas. Personal vehicles may not be used to tow gliders on runways and especially not to the asphalt runways. This prohibition exists for both safety and runway damage issues. Personal vehicles do not have radios and do not afford the visibility of a golf cart. Also, the high weight loading of personal vehicle tires can crack the thin edges of our asphalt runways.

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## 4. Flight Operations - Flight Procedures

All flight operations at Air Sailing Gliderport must be in accordance with Federal Aviation Regulations. Standard SSA glider operating signals are in use.

### 4.1 Tow Services

Towing operations are conducted only by approval of the Trustees of Air Sailing, Inc. There are two authorized tow planes at Air Sailing Gliderport, both operated by Air Sailing. Service is equally provided between the two tow planes and is managed by the tow pilots on duty for the day. Each glider pilot is required to have signed the operating procedures acknowledgement log indicating understanding of local procedures, certifying proof of insurance, and having received a safety briefing prior to your first tow of the year. Tow pilots are authorized to refuse service if they are uncertain about your eligibility. Tow ropes are typically set up with a combination of Schweizer and Tost rings. If weak links are desired, they must be provided by the glider owner.

### 4.2 Tow Pilot Authority

The tow pilot on site has final authority for safe field operations. Tow pilots may refuse tow service for any reason (i.e. weather or ground conditions, aircraft or pilot airworthiness, etc.).

### 4.3 Glider Pilot Responsibility

**Note: Pilots must receive a flight safety briefing given by an ASG designated briefer prior to their first flight of the year. A list of designated briefers can be found on the Safety Committee page of the ASG website. The Safety Briefing syllabus is contained in Appendix F.**

Pilots must be familiar with and comply with Air Sailing ground and flight procedures, traffic patterns, and restrictions. A briefing on today's airport operations may be obtained from any qualified Air Sailing member, but the tow pilots retain final discretion on tow operations. Glider pilots retain PIC responsibilities for their glider and should refuse a tow, or release from the towline, if they are not ready and comfortable to execute the takeoff.

### 4.4 Runway Selection

The direction of takeoff is determined by agreement between glider pilot and tow pilot. Be aware that wind is only one of several determining factors. Other factors may include terrain clearance, emergency landing access, turbulence across runways shed by nearby structures, and ground slope. In particular, careful consideration should be given to when towing should be conducted on runway 21 rather than runway 17. Even with moderate westerly winds, experience at the airport suggests that takeoff on runway 17 may be preferred. When considering which runway to takeoff, take every opportunity to discuss the choice with other pilots more familiar with Air Sailing.



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## 4.5 Wing Runner Qualifications

ASG welcomes individuals who would like to help as wing runners. Wing runners should be of sufficient age and physical condition that they might perform this somewhat demanding task. As a one-time requirement, wing runners should take the SSA online “Wing Runner Course”. They should also obtain a field briefing from an experienced wing runner familiar with Air Sailing operations. They should also review the SSA standard wing runner signals contained in Appendix C.

## 4.6 Aero Tow Launch Procedures

After aligning with the runway centerline, tail dollies and other non-flight accessories shall be removed. As PIC, it is the glider pilot’s responsibility to ensure that this happens. Pilots should be in their cockpits, strapped in and ready to go with checklists complete, early enough during the staging sequence to avoid putting themselves in a position to be rushed for takeoff; likewise, all pilots should spend just a moment before each takeoff reviewing the various abort or rope-break scenarios that might apply under the existing conditions.

You must provide your own weak link if required.

The general sequence of events for takeoff is as follows:

- [a] Our usual takeoff runways are the asphalt portions of R17 or R21L. Gliders should be positioned with the **left wing down** to avoid interaction with the tow plane as it approaches from behind and to the left. Wing runners are on the left. This situation benefits the wing runner who will need to “raise the wing” to signal authorization for takeoff.
- [b] Operational aviation radios are a requirement for flying at Air Sailing. Handhelds may be used to meet this requirement. The glider and tow pilot must complete a satisfactory radio check on 122.9 MHz or other prebriefed frequency.
- [c] The wing runner will not attach the tow rope until the glider pilot is in the cockpit and acknowledges the hookup. With the towline hooked up, and no one standing in front of the glider, the wing runner may give the signal to take up the remaining slack line.
- [d] The wing runner visually clears the area and landing patterns. When the pilot is ready, they will give the wing up signal. Pilots should ensure the wing runner is informed if a wing down takeoff is desired so that he/she can stand clear of the wingtip. **If you plan a takeoff with spoilers open or wing down, you must coordinate this with the tow pilot and wing runner in advance. Under normal circumstances, the tow pilot will not launch if spoilers are open or the wing is down. It is important that both the glider pilot and the wing runner confirm that the glider is ready for takeoff before the wing is raised. If the glider is not ready for flight, the wing runner will refuse to raise the wing.**
- [e] The glider pilot will then announce on the radio that “Spoilers are closed and locked, canopy is closed and locked, slack is out, stand by for rudder (or ready for takeoff)”. After no more than a short delay, the glider pilot should waggle rudder to commence the takeoff. Immediately inform the tow pilot or disconnect the towline if there is to be a delay.
- [f] Wing runner will confirm the takeoff signal upon seeing glider rudder waggle.
- [g] Tow pilot will waggle rudder and announce take off intentions on radio.

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## 4.7 Aero Tow Release Procedure

When releasing from tow, the glider pilot shall turn right, and the tow pilot left, in accordance with standard procedures. Exceptions to this standard procedure are made for contests, or when prior notice is given to the tow plane, or when proximity to terrain prohibits these maneuvers.

Glider release is not always obvious to the tow pilot. After releasing, the glider pilot **must** notify the tow pilot of the release by giving the release altitude. Glider pilots should then expect to hear some acknowledgement from the tow pilot. Glider pilots who fail to do this will be charged for whatever altitude the tow plane achieves before making the “no glider” discovery.

## 4.8 Pattern Operations

The ASG pattern airspace is considered to be 2,000’ horizontally from any runway up to a “hard deck” altitude of 1,000’ AGL (5,300 MSL). Gliders in free flight (not under tow) in this airspace are expected to be landing. Do not thermal in, or transit thru, this airspace. Gliders that descend below the hard deck (5,300 MSL) are expected to commit to landing.

Traffic patterns are displayed on a map in the clubhouse, on the tetrahedron’s segmented circle, and in Appendix B. All aircraft normally fly left-hand patterns for all runways; however, published patterns should not supplant sound judgment or deny PIC prerogative. Pilots flying a non-standard pattern should make additional radio calls as may be necessary for situational awareness. High-speed (low) finishes are discouraged. Normal pattern altitude is considered to be between 800-1000 ft AGL at the Initial Point (IP).

Landings at ASG require some observation and planning. The three available runways provide twelve (12) different landing pattern options. Having so many options should be helpful, but it does require a decision-making process. Winds at ASG can change direction frequently and can be quite strong. It is important that landing pilots confirm wind direction and strength prior to every landing.

## 4.9 Radio Operations

Pilots of aircraft arriving or departing Air Sailing Gliderport or conducting other than arriving or departing operations below 7000’ MSL, should monitor and communicate as appropriate on MULTICOM frequency 122.90 MHz within 10 miles of the Gliderport. Pilots of aircraft arriving or departing Air Sailing Gliderport may obtain the current Reno/Tahoe International Airport information from ATIS frequency 135.8 MHz.

Landing pilots should announce themselves as “inbound for landing” while a few miles from the gliderport, or, if “over the field, descending”. This helps other pilots with situational awareness. Pilots should announce landing intentions including the landing runway prior to, or upon, pattern entry. At a minimum, the arriving glider pilot should transmit and report downwind to the landing runway with “gear down” (if applicable). Unannounced arrivals could result in a dangerous situation involving simultaneous opposite direction landings.

Appendix D gives examples of proper radio calls.

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#### **4.10 Local Area Flight Operations**

Pilots should recognize that Air Sailing is in close proximity to Reno Airport approach paths and become familiar with normal airline traffic patterns in the vicinity. Airliner approach patterns include straight-in 11,000 to 9,000 ft descents directly over the Dogskins in a line with Reno runway 16 and left-hand base entries from Pyramid Lake over the valley to Reno runway 16. Pilots should be on the alert for airliners at all times above 7,000 ft. It is highly recommended that gliders be equipped and use transponders when operating in the ASG/Minden/Truckee region. You can identify yourself as a glider to ATC by squawking 1202. Pilots should also monitor NorCal TRACON frequency (126.3 MHz) for traffic when possible. The Dogskins ridge is in direct alignment with Reno runway 16. This is the primary instrument approach path for airliners on most days. Above 9,000 ft in this area you are advised to contact NorCal TRACON on 126.3 MHz and provide a position report with or without a transponder. Further, at the top of your climb on the Dogskins you are advised to vacate this area.

#### **4.11 Post Landing Operations**

You are generally expected to land straight ahead in order to provide maximum options to traffic landing behind you. However, traffic permitting, pilots may maneuver their glider on the landing roll to clear the runway. No unescorted pedestrians other than pilots and crew are permitted beyond the taxiways. During heavy flying activities, gliders should be moved from the runway to the taxiway by hand only and golf cart hookup should be made on the taxiways. If ground crews are not available and you are unable to move the glider off the runway, remain in place until a lull in the landing activity allows a cart to safely transit onto the runway.

#### **4.12 Powered Aircraft Operations**

Although ASG is open to the public as a gliderport, the airfield is administered as an FAA private use airstrip. Powered aircraft must obtain permission prior to landing. They must also meet all the insurance requirements. Landing permission may be requested from one of the officers or staff of ASG. These landing rights are usually reserved for aircraft or personnel associated with ASG operations.

#### **4.13 Federal Aviation Regulations**

All aircraft and pilots operating out of ASG are expected to be in full compliance the applicable FARs. Contact a CFIG if you have any questions regarding your compliance status.

#### **4.14 Wave Soaring Procedures**

During certain weather conditions it is possible to engage in Wave Soaring at ASG. Wave soaring is an advanced activity and is not discussed in this document. A link to Wave Window Procedures may be found on the ASG Home Page.

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#### **4.15 Tow Ropes and Weak Links**

Air Sailing uses tow ropes with a manufacturer's rated breaking strength of 2,000 Lbs. End connection hardware is tied using bowline knots. All knots reduce the breaking strength of a rope. Bowline knots are documented to have a strength retention factor of (2/3). The in-service breaking strength of a tow rope is thus  $(2/3)(2,000) = 1334$  Lbs.

Per FAR requirements;

The maximum glider weight shall be  $(1334 \text{ Lbs})/(0.8) \sim 1670$  Lbs.

The minimum glider weight shall be  $(1334 \text{ Lbs})/(2.0) \sim 670$  Lbs

Air Sailing tow ropes are terminated at the glider end with both a standard TOST connector and a Schweizer ring. If your glider has a maximum allowable takeoff weight of less than 670 pounds, then you must supply a "weak link" adapter.

#### **4.16 Tow Maneuvers**

Glider pilots performing tow maneuvers should advise the tow pilot in some appropriate way. This may be done with a radio call "Requesting tow maneuvers". Tow pilots will attempt to maintain straight ahead, wings level flight during tow maneuvers. Glider pilots should also advise when tow maneuvers are complete; again, a radio call "Tow maneuvers complete" or "Turn 180 degrees". Pilots wishing to perform Steering Turns should specifically request them with a radio call "Requesting steering turns".

#### **4.17 Checklists**

The importance of checklists cannot be over emphasized. The majority of incidents that we have seen at Air Sailing have been due to the failure of pilots to properly execute their checklists. You should have a checklist for each critical phase of operations that you perform at ASI. These include:

- Glider Assembly
- Pre-Flight
- Pre-Takeoff
- Pre-Landing

The checklists that are executed on the ground may be written for reference. However, for safety reasons, the Pre-Landing checklist should be memorized. The landing phase is no time to be looking inside the cockpit trying to read something. If you would like to make up your own checklists, that fine, just make sure they are complete. If you'd like to use checklists that are commonly used within the soaring community, then refer to Appendix E "Checklists".

#### **4.18 Ballasted Gliders**

Pilots flying ballasted gliders are requested to notify the tow pilot prior to takeoff. There should also be a discussion of requested tow speeds. Ballasted gliders will result in a longer takeoff roll. It is helpful for the tow pilot to know this so that they do not suspect a tow plane performance issue. The normal tow speed at ASI is 75 MPH (65 Knots). Ballasted gliders often desire a higher tow speed. It is helpful for the tow pilot to know this prior to takeoff.

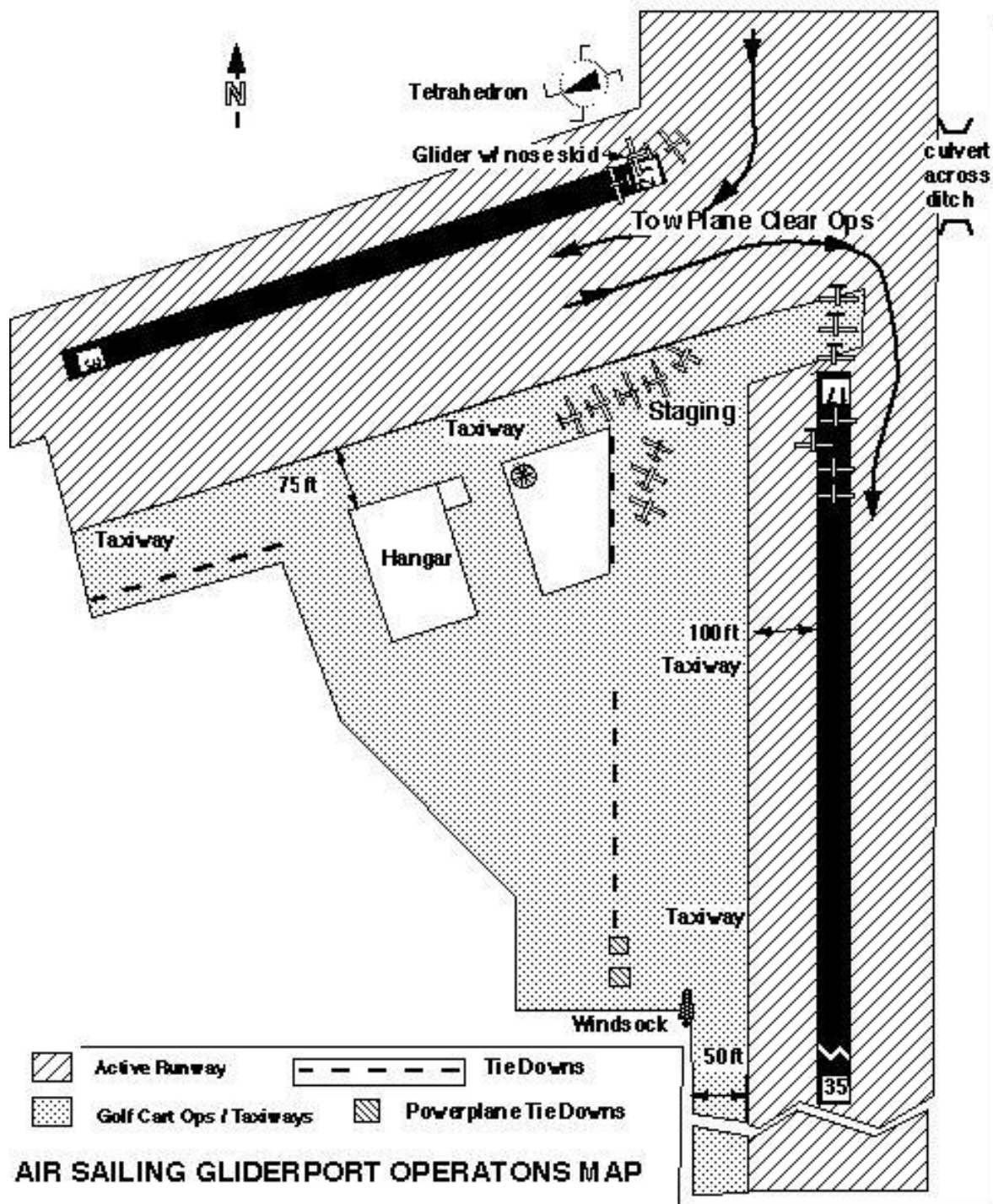
When filling a glider with water, the pilot must make sure that equal amounts are installed in each wing. Unequal loading will result in a roll moment that could make the takeoff difficult. This is easily checked by the pilot or Wing Runner prior to takeoff.

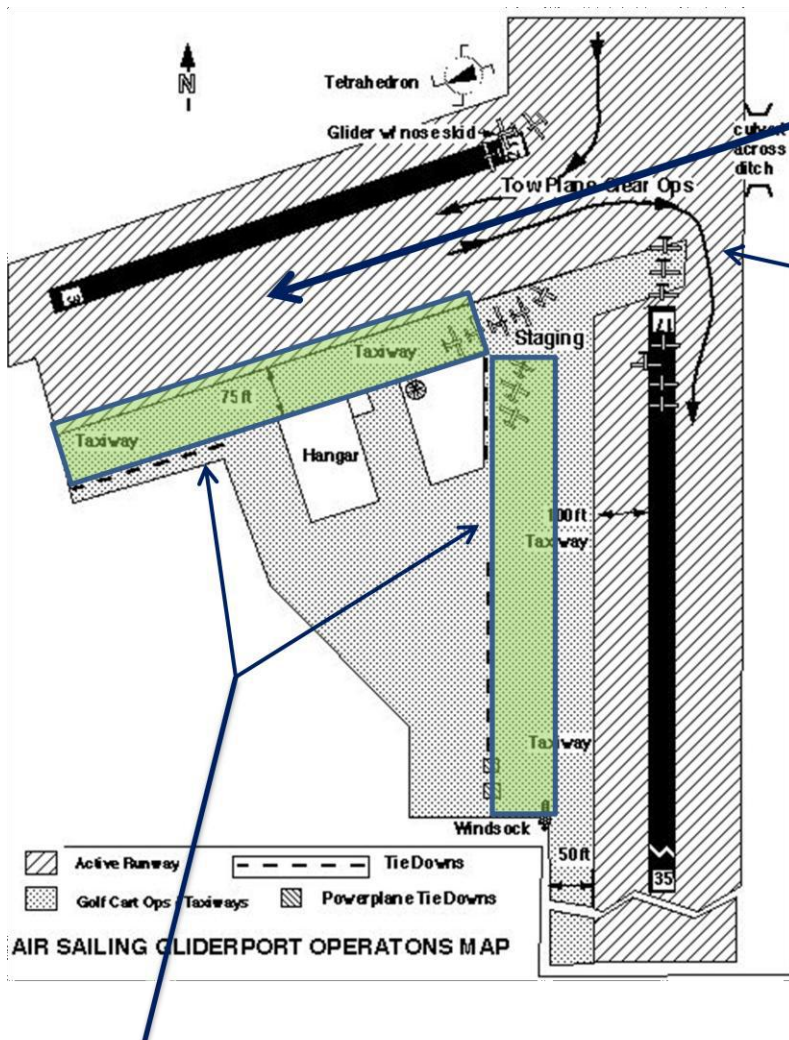
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## **5. Additional Reading**

The ASG Safety Committee has published a series of information articles titled “Soaring Safety Subjects” as well as “Safety Presentations”. These exist to provide information or suggestions to improve flight safety. Interested pilots may find these articles on the Safety Committee page of the ASG website.

## Appendix A     Airport Diagrams





Use extreme caution crossing active runways (especially 21), look to see that pattern is clear.

Grid gliders so we don't obstruct landings on RWY 21 or 17.

Transition from dirt to asphalt runway may be abrupt.

Beware of the culvert and ditch at the threshold of R21.

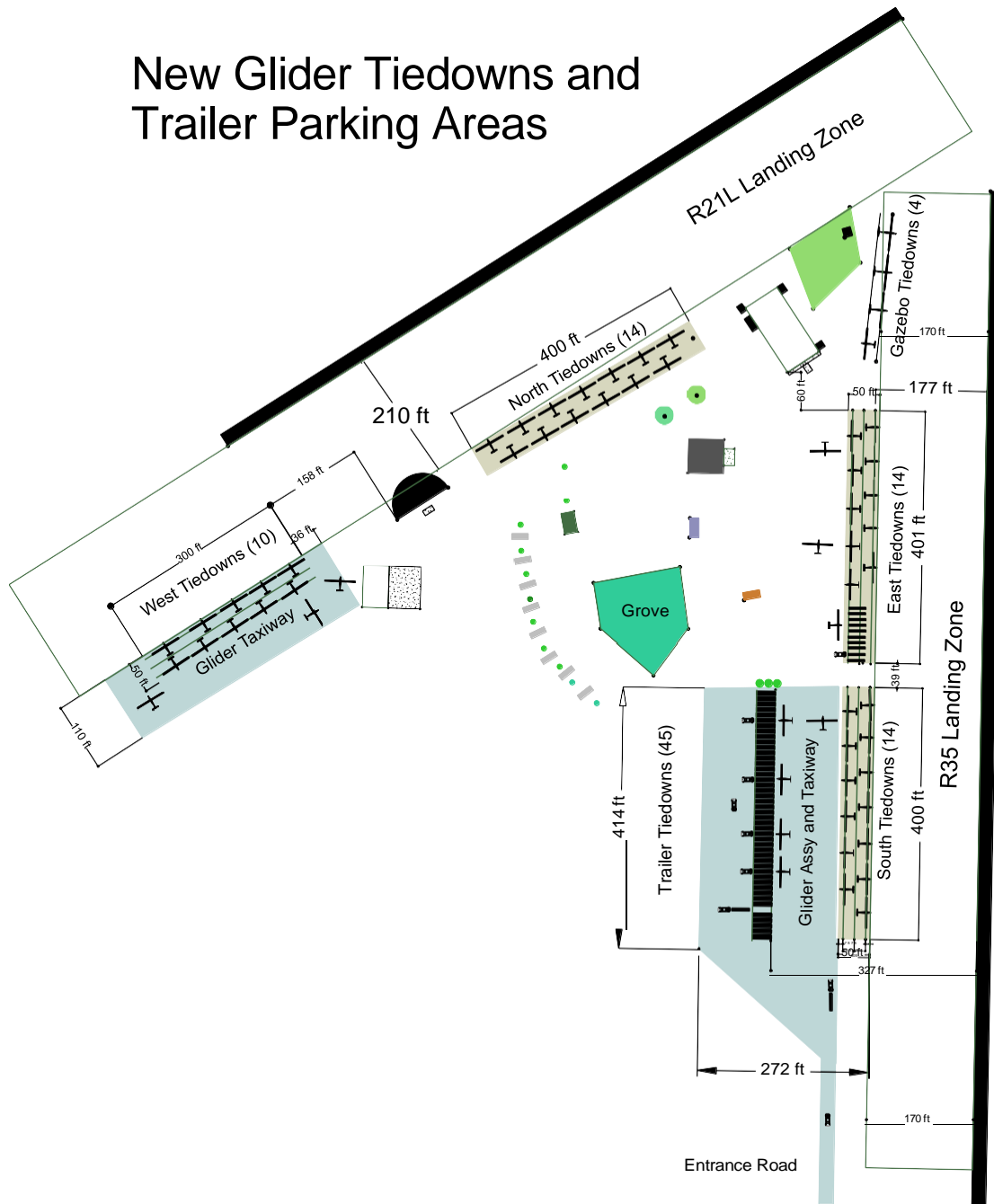
All Golf carts should have a handheld radio tuned to 122.9; leave the radios in the carts.

Taxiways are just in front of structures and tie-downs and are ~ 75 ft wide.

When retrieving a glider, get the glider and golf cart off the runway and onto the taxiway as quickly as possible.

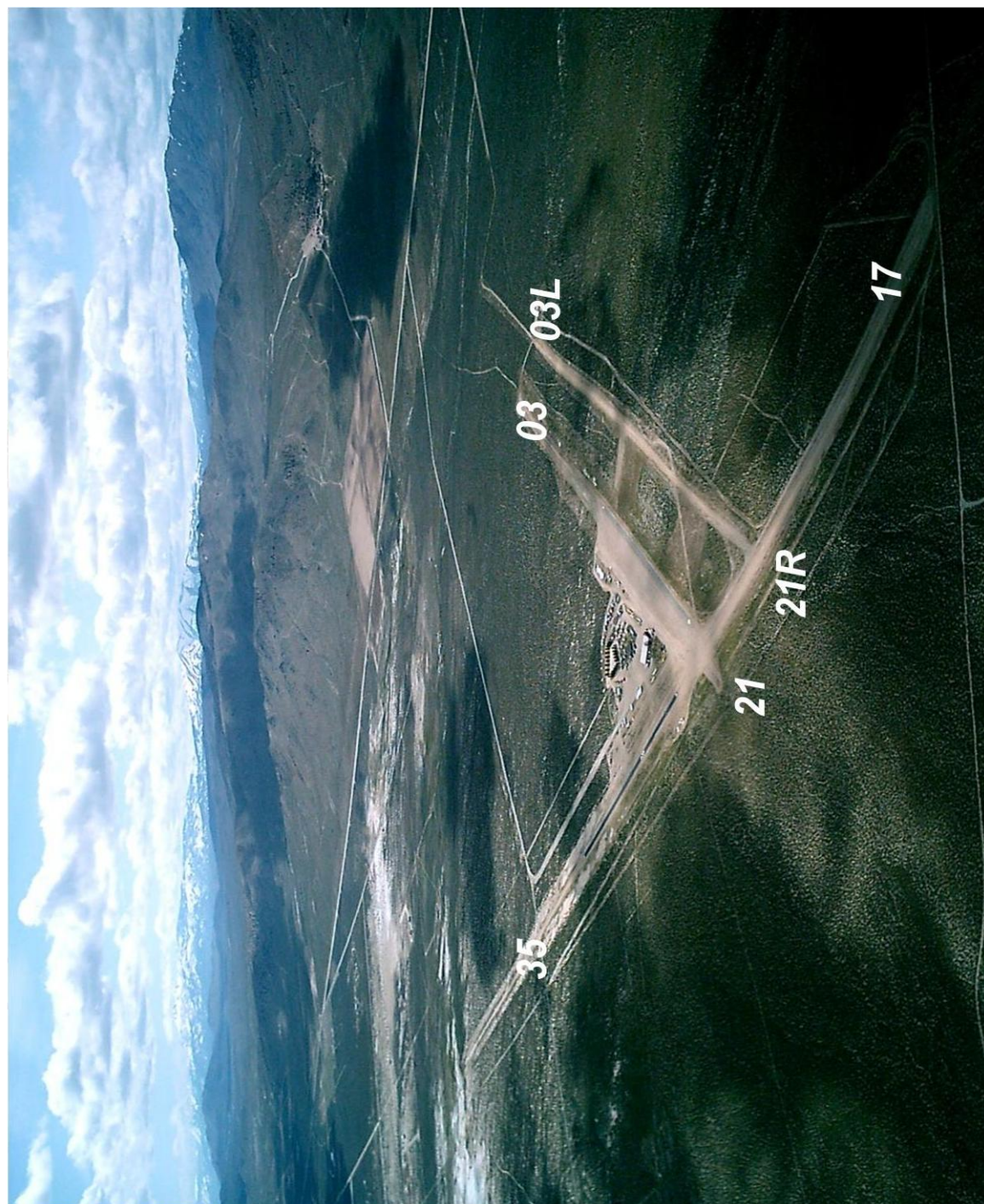
We have limited ground help. All pilots should help each other to grid and retrieve at the end of the day.

# New Glider Tiedowns and Trailer Parking Areas





## **ASG Runway Overview**





## 21R-03L Prime Tow Plane, Alternate Glider Runway



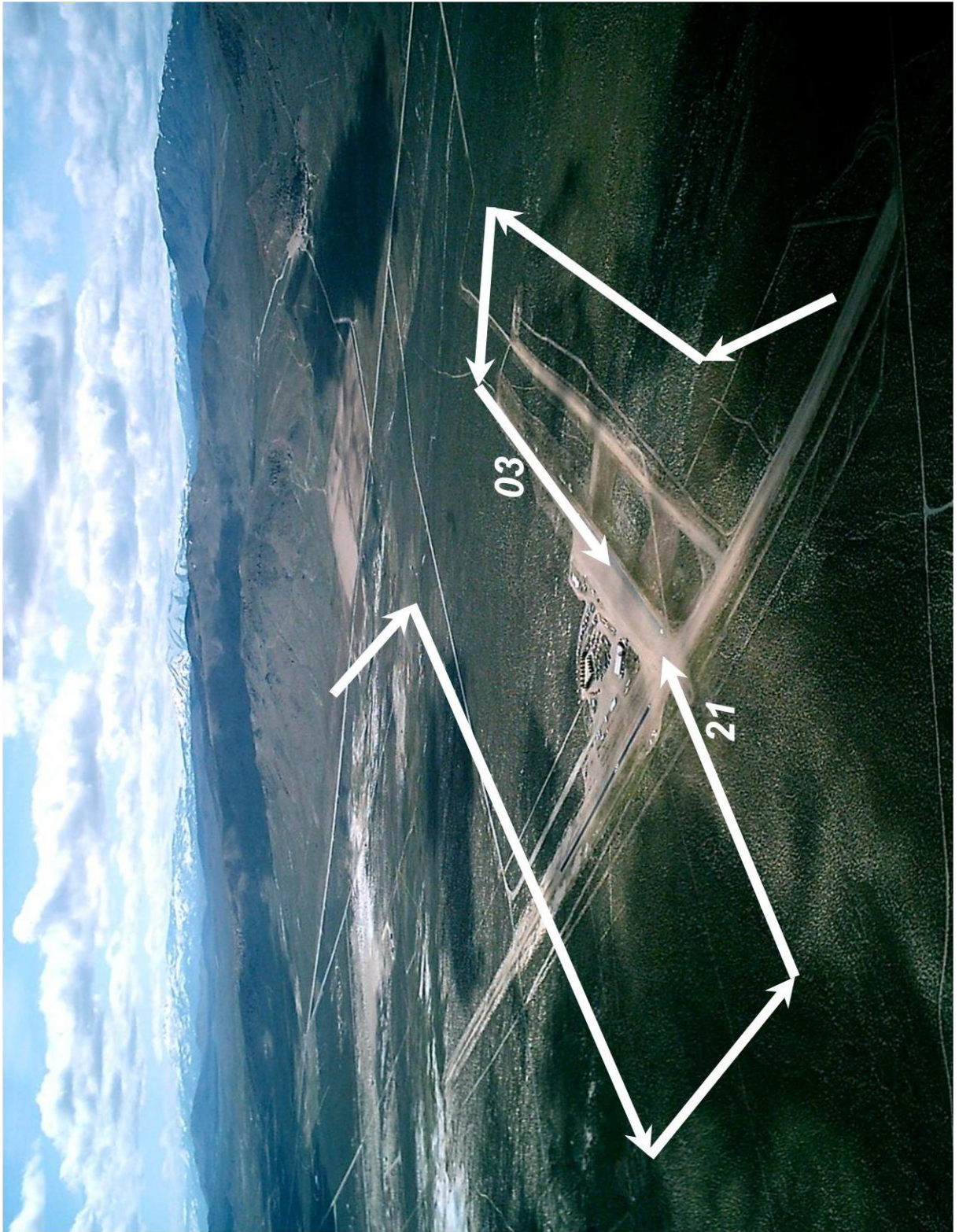


# 21 Emergency (**Only\***) Rope Break Runway



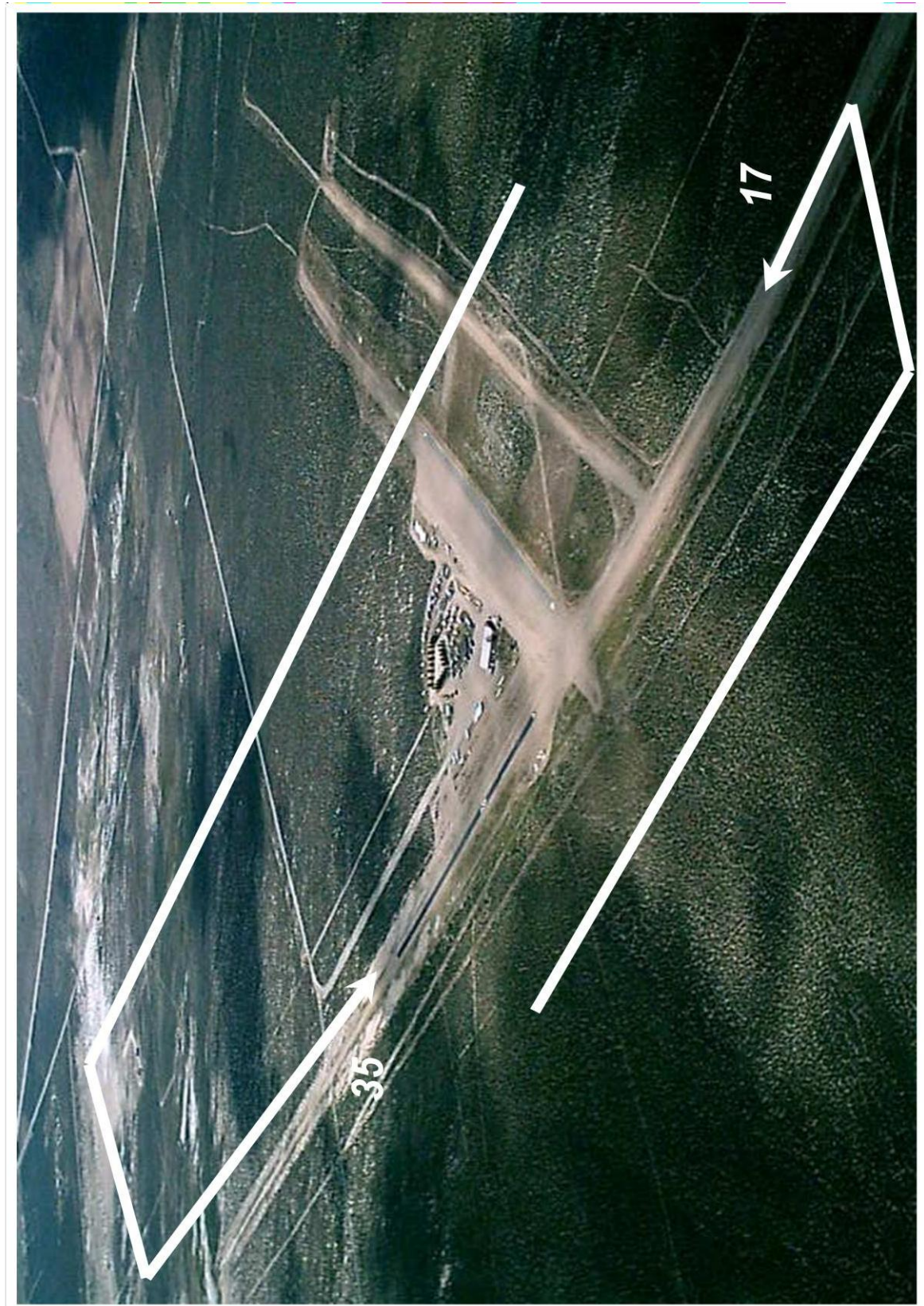


## 21-03 Standard Patterns




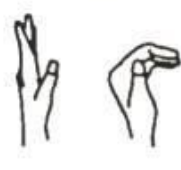




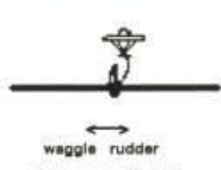





# 17-35 Standard Patterns

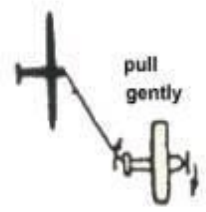
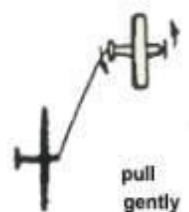




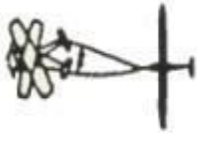



## Appendix C SSA Standard Signals

ASG uses the SSA Standard Signals for ground and aero tow operations.

1. CHECK CONTROLS 	2. OPEN/CLOSE  TOW RELEASE	3. TAKE UP SLACK 	4. HOLD 	5. PILOT READY, LEVEL WINGS 
6. BEGIN TAKE-OFF  GROUND CREW	7. BEGIN TAKE-OFF  waggle rudder GLIDER PILOT	8. STOP ENGINE/ RELEASE TOWLINE 	9. STOP OPERATION  EMERGENCY!	10. TOWPLANE READY  waggle rudder

### ON GROUND

1. TURN RIGHT  pull gently	2. TURN LEFT  pull gently	3. SAILPLANE CANNOT RELEASE  move out, then rock wings	4. INCREASE SPEED  rock wings
5. DECREASE SPEED  fishtail	6. RELEASE <u>NOW</u> !  rock wings	7. TOWPLANE CANNOT RELEASE  towplane fishtail	8. WARNING – SPOILERS OUT  waggle rudder

### IN AIR

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## Appendix D      Radio Communications

Proper radio operations are most important for inbound and landing aircraft. Safety is enhanced by having all aircraft be “situationally aware” of other aircraft entering the pattern. Retractable gear aircraft are encouraged to announce “gear is down” as a self-protection practice. The following are a few examples:

122.9 A few miles out:

“Air Sailing traffic, glider Juliet Sierra is 4 miles to the north inbound for landing. Air Sailing”

122.9 Over the field above the Hard Deck

“Air Sailing traffic, glider Tango Yankee is over the field checking the windsock, planning a left downwind to runway 21. Gear is down. Air Sailing.”

122.9 Entering Downwind

“Air Sailing traffic, glider Three Echo is south of the field, entering on the 45 for a left downwind to Runway 21. Gear is down. Air Sailing.”

122.9 Entering Low

“Air Sailing traffic, glider 20Tango is over the Moonrocks, I’m low, flying a straight in for runway 3. Air Sailing.”

Note: Air Sailing locals have a tradition of using call signs (like “Maverick” in TOP GUN !!). Our call signs are usually birds. When you hear someone identifying themselves with a call sign you may be assured that they are flying a glider (No F35s allowed at Air Sailing !!).

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## Appendix E      Checklists

The proper and consistent use of checklists is critical to risk management.

Enclosed are some suggested checklists. Written checklists are suitable for use on the ground where there is time to read them and distraction is not an issue.

The Pre-Landing checklist should be memorized so your eyes can stay outside the cockpit as you enter busy pattern airspace.

<b>Pre-Takeoff</b>	<b>Pre-Takeoff</b>	<b>Pre-Landing</b>
<b>A</b> altimeter (& instruments)	<b>C</b> controls	<b>R</b> radio
<b>A</b> airbrakes	<b>B</b> ballast	<b>U</b> undercarriage
<b>B</b> ballast (as in W & B)	<b>S</b> straps	<b>F</b> flaps
<b>B</b> belts	<b>I</b> instruments	<b>S</b> speed
<b>C</b> controls (flight; trim; flaps)	<b>F</b> flaps	<b>T</b> trim
<b>C</b> cable	<b>T</b> trim	<b>A</b> airbrakes
<b>C</b> canopy	<b>C</b> canopy	<b>L</b> look      (wind sock)
<b>D</b> dolly	<b>B</b> (air) brakes	(obstructions)
<b>D</b> direction of wind	<b>E</b> emergencies	
<b>E</b> emergencies		



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## Appendix F      Safety Briefing

1. Read and Sign ASG Operating Procedures; specific concerns include:
  - Runway incursions; Golf carts
  - Foot traffic and Guests on runway
  - Insurance requirements; Liability Waivers; attached Proof of Insurance
2. Obtain TFR and Weather brief before flight
3. Be careful with other people's aircraft. If you need to move them get help.
4. Critical Assembly and Positive Control checks before first flight
  - Have another pilot visually double check that you have hooked everything up correct. Use the manual and checklist.
  - Do a positive control check before first flight
5. You decide if your flight will take place.  
Tow pilot has final authority whether a flight will take place and which runway will be used.  
If you don't feel comfortable then you should cancel your flight.
6. As pilot in command you (or your designee) are responsible to direct your ground crew while towing out your glider. Persons assisting in ground towing will follow the PIC's directions and each person has the authority to stop towing operations if they feel there is any danger.
7. Have your aircraft preflight inspection complete with glider and pilot ready for flight before towing to the runway.
8. 2nd and 3rd position gliders on the line should be in their cockpit, strapped in and checklist complete as far as practical.  
If no ground crew is present to hook you up, or a very long tow is expected, you can wait to get into your cockpit but do as much of your checklist outside as possible to ensure that you and your plane are ready for flight.
9. Be cognizant of the Tow Pilot's responsibilities. They are required to perform a pre-takeoff checklist for every flight. They are also dealing with paperwork and trying to keep track of ground crew and other movable hazards.
  - Ground crew that insist on picking up the rope and taking up large loops of slack by hand only slow the tow plane from taxiing into position and risk having a body part entangled in the rope. Leave the rope on the ground and let the tow plane take up slack.
  - As ground crew, know and use the proper hand signals. Have a handheld radio with you.
  - The tow pilot will not take up slack if there is any person, animal or thing in front of the glider.

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10. Be extra careful around a tow plane.
    - Always stay clear of the propellers.
    - Stay behind the wing and clear of the horizontal stabilizer.
  11. The proper use of Checklists is critical.

Have your Pre-Takeoff checklist complete before taking off. BUT don't be hurried.
  12. Pilots will confirm with tow pilot the following items before takeoff and Tow pilot will not take off till these items have been confirmed.
    - Perform radio check between pilot and tow plane. Flight will not take place if there is no radio communication or if reception is not satisfactory to both the pilot and tow pilot.
    - Confirm canopy is closed and locked
    - Confirm dive brakes are closed and locked
    - Confirm slack is out
    - Tell the tow pilot where you want to go
    - Confirm that you are giving the ready for takeoff rudder signal or tell tow pilot to stand by for rudder.
  13. Don't get tow plane tunnel vision on Takeoff
    - Check for traffic before takeoff
    - Look beyond the tow plane at times for ground obstructions like cars, motorcycles, animals.
    - Look for traffic while on tow.
    - Monitor the condition of the tow plane; like streaming gas from the fuel caps or smoke coming from the engine.
  14. Be prepared for crosswind conditions and PTT (e.g. rope break) emergencies.
  15. Gaggle flying
    - Always keep a sharp eye out for traffic and do not get your head stuck in the cockpit while thermaling.
    - You need to keep your aircraft in coordinated flight as to prevent spin or stall entry and collision with aircraft nearby.
    - Thermal rules apply; first person in a thermal sets the direction of turn for other pilots arriving in same thermal.
  16. GPS/ flight computers
    - Don't become a student of the battery eating instructor. The GPS is there to assist "you" and not distract you.
    - You should be competent enough to fly without any electronic aids before complicating your piloting load with electronic distractions.
    - Don't follow your GPS blindly into the ground or into other traffic.

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17. During all phases of flight --- have a plan.
    - Always have a landing place picked out and distance with required altitude on hand or figured in your head. It's a bad feeling to be sinking out with nowhere to land.
    - While approaching airfield and in the pattern have all landing options planned out.
    - To avoid runway incursions land on a different runway. If your crosswind techniques aren't up to par practice them or get instruction from an instructor. A cross country pilot needs to be able to do cross wind landings to make the most of land out options.
  18. Beware the desert environment
    - Beware the occasional rattlesnake; look down while walking
    - Stay hydrated; Protect yourself from the sun, heat, & cold
    - Use O2 generously
    - Be prepared for an off-field landing (i.e., land out kit, keys in retrieve vehicle, etc.)
  19. Expect a rough tow
    - Thermals, rotor, & wind shear are all common
    - Know how to deal with slack line.
    - Know alternate landing options; remember the emergency strip off of R21
  20. Important Frequencies
    - On tow or below 7,000 MSL – 122.9
    - Off tow and above 7,000 MSL – 123.3
    - NorCal Tracon --126.3
    - Reno ATIS -- 135.8
    - Glider Transponder Code 1202
  21. Reno Traffic
    - We share airspace with Reno traffic
    - Contact NorCal and monitor as appropriate
    - Be alert for airliners above 7,000 MSL at all times
    - ADSB and radio contact is required to enter Class C Airspace
    - Be aware of multiple approaches for Reno Runway 16
  22. On landing
    - Don't roll out towards anything you don't want to hit.
    - Don't hook a turn. Don't drag a wingtip. Roll out as straight as possible.
    - Do not roll out towards the tie down, roll safely abeam, stop, and then drag your glider over.
    - Don't worry about "clearing" the runway.
    - Don't jump out of your glider in haste for landing traffic; you just might end up in front of them.
  23. Consider getting an area checkout from a local CFIG.
  24. Have fun, be safe, clean up after yourself and help others.  
Don't be the abuser user. Stick around and run a wing or hang out and talk.

END

# 2022 Operating Procedures Manual Acknowledgment Log

Date, print, and sign your name below to indicate that you have attended a safety briefing, have read the 2022 Air Sailing Gliderport Operating Procedures Manual, and that you have attached your Proof of Insurance to your signed ASI Waiver of Liability. Provide emergency contact data.

[illegible]

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