KYNETON AERO CLUB
PILOT GUIDE

The Kyneton Aero Club Pilot Guide (**Guide**) offers recommendations to advance flight safety, airmanship, and professionalism.

The Guide presents a vision of excellence for aviators. Its principles complement and underscore legal requirements.

I. GENERAL RESPONSIBILITIES OF AVIATORS

Pilots should:

a. **make safety the highest priority**

b. **seek excellence in airmanship**

c. **develop and exercise good judgment and sound principles of aeronautical decision-making**

d. **recognize and manage risks effectively, and use sound principles of risk management**

e. **maintain situational awareness, and adhere to prudent operating practices and personal operating minimums**

f. **aspire to professionalism**

g. **act with responsibility and courtesy, and**

h. **adhere to applicable laws and regulations.**

Recommended Practices:

1. Approach flying with seriousness and diligence, recognizing that your life and the lives of your passengers and others depend on you.
2. Never subject others to risks you would not prudently take and plan your flights accordingly.
3. Understand and comply with the privileges and limitations of your certificates, licenses, and ratings, and ensure any endorsements are current.
4. Advance situational awareness based on sound principles of airmanship, scenario-based instruction and risk management.
5. Develop, use, periodically review, and refine personal checklists and personal minimums for all phases of flight. Review these materials regularly with an experienced instructor or other trusted mentor.
6. Be aware of personal susceptibility to (and seek to avoid or manage) distraction, fatigue, stress, and hazardous attitudes.
7. Make personal wellness and an honest evaluation of your mental and physical fitness a precondition of each flight—for example, by using the *I'M SAFE* (Illness, Medication, Stress, Alcohol, Fatigue, Emotion) checklist.
8. Develop conservative personal operating parameters reflecting experience, proficiency, and currency in challenging conditions, including poor weather and night operations.
9. Adhere to applicable rules and operating practices of your airport and flying club.
10. Comply with or exceed applicable requirements for Airworthiness Directives (ADs) and understand the benefits of complying with recommended inspections and Service Bulletins (SBs).

11. Recognize the increased risks associated with flying at low altitude, in inclement weather, at night, in congested areas, over water, and over rugged, mountainous, or forested terrain.
12. See and be seen. Scan for traffic continuously.
13. Do not practice manoeuvres in congested airspace. Enhance your visibility through appropriate use of aircraft lights.
14. Listen and be heard. Monitor appropriate frequencies to remain aware of other aircraft, and accurately inform other pilots of your position and intentions.
15. Monitor and report. Identify safety and compliance issues and communicate them appropriately.
16. Maintain a sterile cockpit for taxi, takeoff, landing, and other critical phases of flight.
17. Minimize turns and manoeuvres below 500 feet AGL except as required during takeoff and landing.
18. Never allow simulated emergencies to become actual emergencies.
19. File a flight plan or communicate your intended flight itinerary to ground personnel even when flying locally.
20. Refuse to fly an aircraft that is not airworthy, whether because of mechanical discrepancies, failure to meet inspection requirements, or any other reason.
21. Operate rental aircraft as if you owned them and communicate all discrepancies effectively and promptly. Return aircraft in an equal or better state of cleanliness than received.
22. Identify and adapt to changing flight conditions and be prepared to alter your flight plan accordingly or abort your flight.
23. Plan every flight carefully. Calculate weight and balance, consider the effect of wind on fuel reserves and range, and consider diversion alternatives. Remain aware of deteriorating weather and other circumstances that may make continued flight unsafe.

2. PASSENGERS AND PEOPLE ON THE SURFACE

Pilots should:

a. maintain passenger safety first and then reasonable passenger comfort

b. manage risk and avoid unnecessary risk to passengers, to people and property on the surface, and to people in other aircraft

c. brief passengers on planned flight procedures and inform them of any significant or unusual risk associated with the flight

d. seek to prevent unsafe conduct by passengers, and

e. avoid operations that may alarm, disturb, or endanger passengers or people on the surface.

Recommended Practices:

1. Keep your passengers as safe as possible, as though they were your closest loved ones.
2. Act professionally towards your passengers.
3. Improve safety margins by planning and flying conservatively.
4. Require that passengers wear provided seat restraints and provide hearing protection, such as intercom-equipped headsets.
5. Tactfully disclose risks to each passenger, address their concerns or anxieties regarding flight operations, and accept a prospective passenger's decision to refrain from participating.
6. Conduct a thorough passenger safety briefing for each flight.
7. Ascertain the flight experience, and concerns of each passenger. Incorporate this knowledge into the safety briefing and flight operation.
8. Instruct passengers to avoid touching or obstructing critical flight controls. Brief and maintain a sterile cockpit during take-offs, landings, and other workload-intensive times.
9. Encourage passengers to serve as safety resources—for example, by having them identify nearby aircraft, organize charts, and keep track of landmarks, and
10. Do not refuel with passengers on board.

3. TRAINING AND PROFICIENCY

Pilots should:

a. **participate in regular recurrent training to maintain and improve proficiency beyond legal requirements**

b. **participate in flight safety education programs**

c. **remain vigilant and avoid complacency, and**

d. **train to recognize and deal effectively with emergencies.**

Recommended Practices:

1. Pursue a rigorous, lifelong course of aviation study.

2. Invite constructive criticism from your fellow aviators and provide the same when asked.

3. Learn appropriate use of the aircraft flight manual to determine your aircraft's limitations, calculate performance, plan flights, properly secure cargo, determine fuel requirements, and calculate weight and balance.

4. Understand and appreciate your roles and responsibilities as pilot in command, including declaring an emergency when appropriate.

5. Train for flight over challenging environments such as water or remote, desert, or mountainous terrain.

6. Train for survival, and carry adequate survival equipment, apparel, and drinking water.

7. Understand the risks and need for vigilance in taxi and runway operations.

8. Develop a practical understanding of the mechanics and systems of each aircraft you fly.

9. Understand and use appropriate procedures in the event of system malfunctions (e.g., electrical failure, lost communications, instrument problems).

10. Achieve and maintain proficiency in the operation of avionics and automation.

11. Know current aviation regulations and understand their implications and intent.

12. Attend aviation training programs offered by industry and government.

13. Develop a systematic approach to obtaining timely weather briefings and evaluating flight conditions.

14. Obtain adequate training before flying an unfamiliar aircraft, or with unfamiliar systems, even if you have flown that type in the past.

15. Conduct a periodic review of recent accidents and incidents, focusing on probable causes.

16. Avoid practicing training manoeuvres in busy airspace or over congested areas and employ a safe altitude in the practice area.

17. Maintain currency that exceeds minimum regulatory requirements.

18. Consider maintaining a log to track errors and lessons learned on each flight.

19. Fly often enough to maintain proficiency in day, night, VFR, and IFR conditions, consistent with your ratings.

4. SECURITY

Pilots should:

a. seek to maintain the security of all persons and property associated with their aviation activities

b. remain vigilant and immediately report suspicious, reckless, or illegal activities

c. become familiar with the latest security regulations, and

d. avoid special-use airspace except when approved or necessary in an emergency.

Recommended Practices:

1. Check NOTAMS, thoroughly during pre-flight preparation, and obtain updates during long flights, with an emphasis on airspace restrictions
2. Monitor the emergency frequency 121.5 MHz when practicable.
3. Always use a transponder if equipped and operable.
4. Report suspicious behaviour and other security concerns.
5. Secure your aircraft if it will be unattended. Use anti-theft mechanisms as appropriate.
6. Confirm that access gates are closed securely behind you.
7. Do not deviate from an active flight plan (IFR or VFR) or clearance without notifying the appropriate air traffic facility.

5. ENVIRONMENTAL ISSUES

Pilots should:

a. recognise and seek to mitigate the environmental impact of aircraft operations.

b. minimise the discharge of fuel, oil, and other chemicals into the environment during refuelling, pre-flight preparations, servicing, and flight operations.

c. respect and protect environmentally sensitive areas.

d. comply with applicable noise-abatement and fly-neighbourly procedures and mitigate aircraft noise near noise-sensitive areas, and

e. adhere to hazardous materials handling and separation procedures, particularly in relation to lithium ion powered devices and batteries.

Recommended Practices:

1. Adopt environmentally sound and legally compliant procedures for disposing of fuel samples.

2. Learn and adopt environmentally responsible methods for all aspects of aircraft care, especially degreasing.

3. Adhere to applicable noise abatement procedures, provided safety is maintained.

4. If practicable, fly well above or avoid noise-sensitive areas.

5. Consider the impact of aircraft on wildlife and conform to recommended practices (such as National Park minimum altitudes) when flying near environmentally sensitive areas.

6. Be aware of the noise signature of your aircraft and, subject to operational and safety requirements, adopt appropriate power settings for takeoff, circuits and landings to minimise noise levels.

6. USE OF **T**ECHNOLOGY

Pilots should:

a. become familiar with and properly use appropriate technologies

b. monitor applicable airport advisory frequencies and report position accurately when approaching airports without an operating control tower and other higher-risk areas, if radio-equipped

c. use transponders or other position-indicating technologies during flight operations, if available or otherwise directed by ATC, and use ATC radar advisories for VFR enroute operations

d. carry redundant transceivers and navigational equipment and use them in appropriate circumstances

e. use mobile navigational devices and telephones with extreme discretion, maintaining a vigilant, head outside the cockpit lookout for other conflicting aircraft, and

f. become familiar with and use automation to relieve workload, whilst seeking to avoid over reliance on it.

Recommended Practices:

1. When practicable, invest in new technologies that advance flight safety. Learn and understand the features, limitations, and proper use of such technologies.

2. Consider keeping back-up and redundant communication/navigation devices accessible in flight, including extra batteries or a back-up power supply.

3. Inspect and maintain avionics and flight instruments to keep them operational, current, and approved for the intended flight.

4. Maintain basic flying and navigating skills to enhance safety in the event of failure or absence of advanced instrument displays or automation.

5. Avoid flying in or near moderate or higher weather radar returns, especially when thunderstorms are present or forecast. Seek frequent weather updates.

7. ADVANCEMENT AND PROMOTION OF AVIATION

Pilots should:

a.   **advance and promote aviation safety and adherence to the KAC Pilot Guide**

b.   **volunteer in and contribute to organizations that promote aviation, and use their skills to contribute to society at large - and encourage other pilots to do so as well**

c.   **demonstrate appreciation for aviation professionals and service providers**

d.   **advance an aviation culture that values openness, humility, positive attitudes, and the pursuit of personal improvement**

e.   **promote ethical behaviour within the aviation community, and**

f.   **mentor new and future pilots.**

Recommended Practices:

1.   Strive to follow the KAC Pilot Guide.

2.   Recognize a moral responsibility to promote safety among your fellow pilots.

3.   Serve as an *aviation ambassador* to the public by providing accurate information and refuting misinformation concerning aviation activities, and by encouraging potential student pilots.

4.   Recognize that your actions reflect upon the entire aviation community.

5.   Volunteer in support of aviation.

6.   Express appreciation to controllers and service personnel for their valuable assistance.

7.   Participate in aviation-related fundraising events.

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