



Standard Operating Procedure

June, 2024

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Overview

The LESC Standard Operating Procedures (SOP) is intended to provide a baseline of understanding of required flight operating procedures at and around Skylark Field. This is intended to alleviate conflicts with the Skydive operation as well as provide a baseline for safe operation of glider activities.

All Pilots are required to read the SOP's and pass the online quiz before they will be able to get a tow pass. Dual-only student pilots will be required to have read the SOP's and pass the online test within their first 10 flights. From time to time, this manual will be updated, and you will be requested to again review this document and pass the online test.

These SOPs cannot be expected to cover every detail of operations. Any issues which may arise on a given operation day that are not specifically addressed by these SOPs will be decided jointly by the Duty LESC CFIG and Tow Pilot for that day alone. If there is no Duty LESC CFIG on the field, the responsibility rests on the Tow Pilot alone. Should anyone desire additions or alterations be made to these SOPs, they may submit them to the Board of Directors for consideration. Please don't hesitate to ask any of the LESC CFIG Staff, Safety Officer, or LESC Board Member about any area you are uncertain of regarding this manual, or any operating or flight procedure.

Feedback is important. If you have any questions for safety or operational improvements, the Safety Officer or any other Executive Committee member as well as our staff of LESC CFIG's, are available and listening. The LESC Board of Directors is listed along with their email addresses in the LESC web site: www.lescsoaring.com/MembersOnly/ExecutiveBoard located in the "Members Only" section.

Aircraft Damage and Member Liability Acknowledgement

Members accept financial responsibility for all damage to Club aircraft due to fault or negligence, while operating or attempting to operate, up to the amount of \$500.00 for any one accident.

REMEMBER- If the next pilot pre-flights the aircraft and there is damage to that aircraft, the assumption will be that the prior pilot was responsible for that damage. Don't let this happen to you! Always secure the aircraft even if you "walk away" for a minute waiting for your tow and always perform a complete pre-flight and post-flight inspection.

Members are held accountable and have a responsibility to notify all involved parties, club members or otherwise, of all damage and injuries. They have a responsibility to coordinate and ensure repairs have been completed in a timely manner. Do not take any steps to repair any damage to aircraft yourself, without contacting the Chief of Maintenance. Do not move a damaged aircraft without contacting the Chief of Maintenance, unless there is an immediate safety issue. What you may consider to be an inventive way to move a damaged aircraft may cause additional damage.

Safety Action Requests

Safety is the responsibility of every LESC member. This isn't limited to flight operations. If you see anything that is hazardous, report it to the Safety Officer, Duty Safety Officer (Duty CFIG) or any Board Member. The Safety Office must be notified in a timely manner, within the day.

After all accidents or incidents, operations will be halted until approved by safety officer. If the Safety Officer is not on the field, the decision will be made by consensus of the duty CFIG, duty Tow Pilot, Safety Observer, President, who are present at the field.

From the Safety Officer's standpoint, all incidents will be tracked using the Safety Action Request (SAR), even if verbally communicated to them. This will facilitate a

running history of incidents and give a better overall picture to the Safety Officer as to what action needs to be taken.

To facilitate reporting, the [SAR form](#) is available in the Safety section of the Members Only page of the LESC web site – www.lescsoaring.com/MembersOnly.

When filling out a SAR, be specific and provide as much detail as possible. If you know the date and time, fill it in. If not, make as accurate an estimate as possible.

The Safety Officer will provide written acknowledgement of your SAR when received. If you wish, you will be kept informed (to the extent possible) of the resolution of the SAR.

Skylark Airport Boundaries

To preserve safe operations with the adjoining jump operations (our Landlord), an agreement is in place regarding glider utilization of airspace at Skylark Field. Areas shown in **Figure 1** have been designated as "The Drop Zone" or "DZ" and the "No Loiter Zone" or "NLZ".

Glider and tow plane operations are permitted in the DZ only during launch and landing. Gliders may transit the NLZ, however at no time shall any glider thermal within the confines of the DZ or NLZ. When transiting the NLZ, do so with caution. This area is utilized by the tow and jump planes in their departure and recovery patterns. Keep alert and your radio tuned to 122.900 and take any reasonable action requested by the jump plane while transiting the NLZ, or at any time for that matter.

In case of emergency and a non- standard arrival is required, announce your intentions on 122.900 MHz (CTAF) and take appropriate action to resolve your emergency. Please refer to the Skylark Traffic Pattern and Radio Procedures sections for further clarification. Be prepared to explain your actions to both the landlord and the Safety Officer. NOTE: Radios are considered required equipment aboard club ships. Failure to use and monitor the radio on the required frequencies is considered a serious safety violation and can lead to suspension of flying privileges.

The only exceptions to these rules are when the Skydive Center is not in operation, and prior consent has been obtained, or in an emergency. Be advised, it is never a good idea to be in the area of the departure end of 29L/R.

The Drop zone is defined by the following boundaries (refer to Figure 1, red line):

- From the intersection of Corydon Road and Grand Avenue westerly to a point just beyond Rome Hill.
- From that point across the Bird Sanctuary to the baseball stadium and extended to the I15 freeway.
- From that point in a southerly direction along the freeway to the Bundy Canyon interchange.
- From Bundy Canyon interchange directly across to the "Y" (passing the High School), the intersection of Mission Trail and Palomar roads.
- Up Palomar road to Corydon Avenue, then along Corydon to the intersection of Grand Avenue.

The No Loiter Zone is defined by the boundary of the dike as depicted by the yellow line.

Remember, the Jump Center can change the DZ boundaries at any time. If at any time you are requested to move out of the area you are operating in by the Skydive operation or LESC ground operations, do so immediately unless a safety issue is at stake. Please refer any issues to the Safety Officer or the President.

Airport Boundaries



Figure 1

Skylark Traffic Patterns

Skylark Field has two main runways designated as 29L/11R and 29R/11L. Runway 29R/11L is reserved for Skydive operations and should not be used by glider operations except in an emergency. Runway 29L/11R should be used for glider and tow operations.

Glider Landing (Figure 2)

The IP for all glider approaches (except in emergencies) to Skylark Field will be the Minimart located at the corner of Corydon and Grand Ave. The IP shall be entered at 2500 ft. MSL (1250 ft. AGL) and a standard 45, downwind, base, and final will be flown.

Normal landings (yellow line) by gliders will be on runway 11R.

When tailwind conditions exceed practical use of 11R, an “**over the wires**” landing on 29L is authorized. Pattern for 29L after the “IP” will be a left base down Corydon to final over the wires (purple line, Figure 2).

Gliders will roll out and stop within the runway boundaries unless safety necessitates otherwise. Pilots who fail to do so (unless done for safety) will be penalized and required to re-qualify with an LESC CFG prior to returning to flight status.

Landed gliders will be immediately moved clear of the runway if multiple gliders are in the pattern for landing. All landed gliders will be retrieved prior to conducting a launch. The green golf cart is used exclusively for retrieving landed gliders and should not be used for other purposes.

If the landing runway is blocked, gliders can utilize the open field to the south of 11L/29R, being careful to keep a safe distance from any people in the field.

AT NO TIME SHALL ANY LESC AIRCRAFT OVER FLY THE SERENITY HOUSING DEVELOPMENT (Red Box)! This is an extremely sensitive over flight area.

Glider landings on alternates or any non-standard traffic pattern:

If you are approaching the airport and find yourself in tremendous sink or have just used poor judgment getting back to the airport, you can use any field that looks big enough or any of the “alternates” that are most handy at the time to land on. You may even land perpendicular to the runways. It’s always better than a spin entry to the “correct” runway...

If you find yourself too low on the northeast side of the airport coming back from the Sedco Hills, call on 122.900 MHz and state your condition and intentions. Make a Right base entry to 29L or 29R or left base to 11R or 11L. You are a glider and have priority over all powered aircraft for an approach to the airport. Much better to have to say you’re sorry to our Skydive Landlord and your Safety Officer than to be explaining why you wrecked the glider trying to make the “normal” approach to the “IP”. Just be prepared to have a “humble and contrite attitude”. It makes a tremendous difference in the Landlord’s and Safety Officer’s reaction and response.



Glider Landing Patterns

Figure 2

Glider Launching

All tow launches will be from runway 29L. Gliders awaiting tow will be staged and remain in the Glider Launch Queue until they are the next glider to be towed. The next glider to be towed will be moved to the "On-Deck" Area (Figure 3). Gliders in the "On-Deck" area will remove any dollies, gust locks and any other equipment that must be removed before flight and secure it (the Equipment Staging Area is provided for this purpose). Pilots must have their Tow Pass, equipment prepared, cockpit configured, parachutes fitted and be ready for tow when the tow plane is in the pattern.

All launches will be conducted using a Wing Runner and Safety Observer. The Safety Observer will observe all operations (but not participate), including ground handling and launches, and will halt operations and/or call for a tow rope release if an unsafe

condition is observed. The Safety Observer will maintain/monitor radio communications with Tow Pilot, all gliders (in the air or launching), Skydive Elsinore, as needed. A launch will commence after being cleared by Safety Observer. Any experienced pilot can be a safety observer, and there may be multiple safety observers for a day.

Prior to attaching tow rope, Pilot in Command, Safety Observer, and Wing Runner ensure there are no obstacles in front of the glider, such as other gliders (including on the runway or beside the runway), people, bicycles, golf carts, parachutes landing next to runway, etc. Tow Pilot should not move the towplane until they are assured that there are no impeding obstacles in front of the glider. If a launch is aborted, tow rope will be released from the glider immediately, prior to any other activities.

If a launch is aborted, the tow rope will be immediately released from the glider. The only time that a glider should be connected to the tow rope is when a launch is imminent.

Landing gliders will be immediately moved clear of the runway if multiple gliders are in the pattern for landing. No launches will be conducted until gliders are retrieved from the side of the runway. Safety Observer will direct as needed.

Wing down launches can be performed as a training maneuver if wind conditions permit. No wing down launches will be conducted with a tail wind.

All gliders will be secured in a tie down if they are not going to be flown immediately.

11R/29L East End Layout

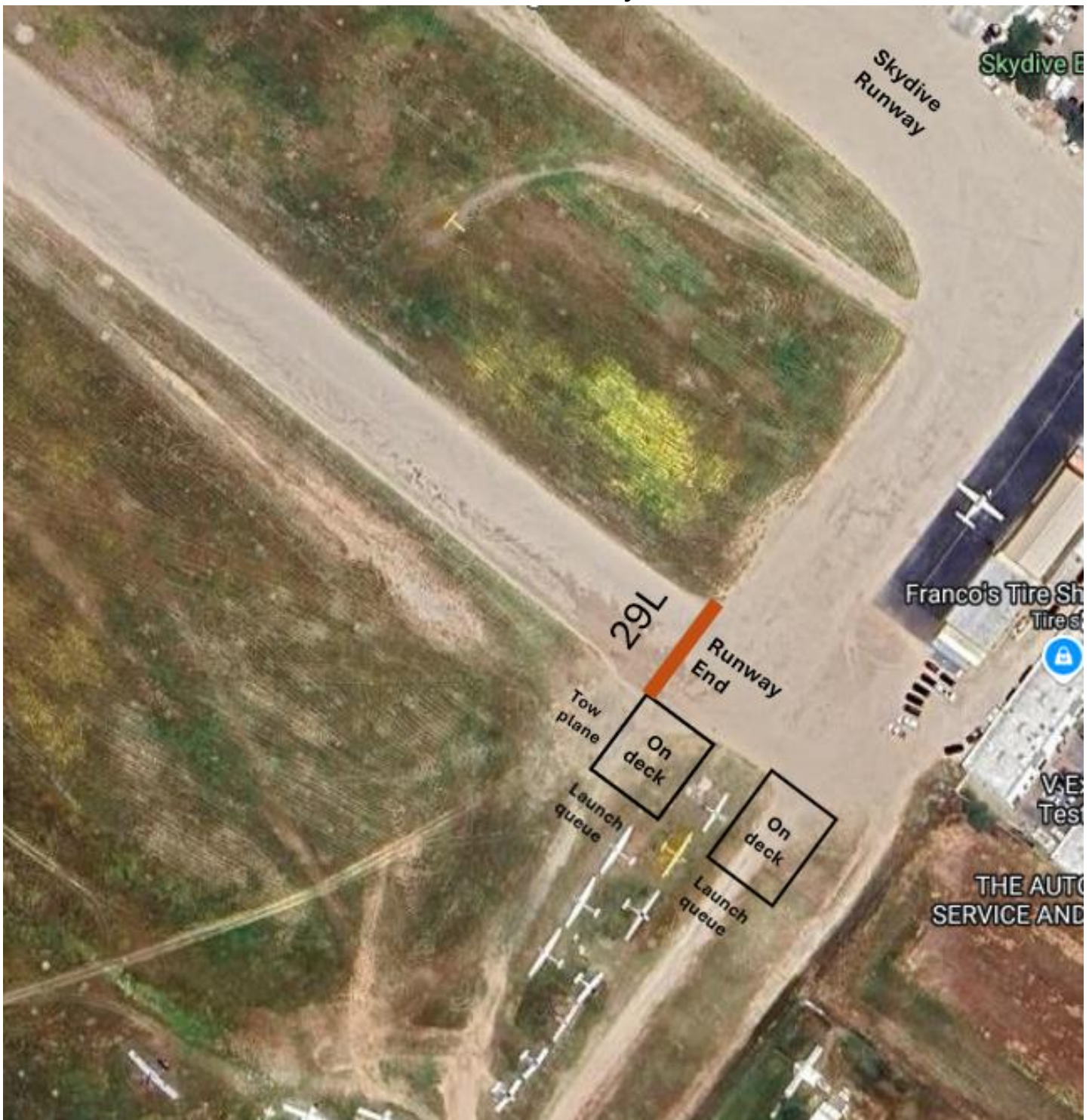


Figure 3

Power Traffic:

Please be aware that power traffic is continually utilizing 29R/11L from a variety of patterns. Also, be aware that power traffic occasionally utilizes 29L/11R without regard for established patterns and sometimes without announcement.

Tow Plane Normal Traffic Patterns (Figure 4):

Only Runway 29L will be used for glider tows. Due to lack of emergency options and noise abatement, 11R will not be used for towing gliders. Please refer to Figure 4 for departure and arrival tow patterns. Do not make a right-hand departure from 29L.

Departure: Fly runway heading until you reach the dike, staying to the right of the bird sanctuary. Do not turn before the dike. Turn left crosswind and proceed to Grand Avenue. Your departure at Grand Avenue will depend upon where you are towing to, but at no time are you to fly between Grand Avenue and the airport on launch or recovery (except in an emergency). Always stay to the ridge side of Grand Ave. Straight out departures over the lake on wave days are also permissible.

Arrival: Base legs shall be conducted from Grand Avenue to the outer dike. Note this is further out than the departure crosswind leg, which allows for traffic separation. **At no time shall a base leg be flown over Rome Hill or anywhere between the shoreline and the departure end of 29L unless in an emergency.** A good neighbor policy dictates that we adhere to this procedure closely.

If you find you still have altitude to lose before entering your base leg, our landlord has authorized us to perform "circling" maneuvers over the southwest corner of the lake. This does not authorize wingovers, stalls or other "fun" maneuvers to lose altitude. Fly cautiously, many eyes are attempting to find fault with your flying from below. Fly your base leg from there once you are at an appropriate altitude.

Unless Safety dictates otherwise, landings will be made on 11R. After landing, continue taxiing on 11R. If another glider is in the Glider Launch Queue awaiting a tow, execute a 180 degree turn within the runway boundaries and orient the tow plane with 29L and wait for glider hook-up. Otherwise, taxi southwest, clear of runway 11R and the Glider Launch Queue to park the tow plane at least one wingspan clear of the runway.

Always remember, we fly at Skylark at the discretion of our landlord. Noise or over flight of the bird sanctuary complaints reaching the landlord may spell disaster for LESC operations. Use common sense, good judgment and always be cognizant that LESC is attempting to be a good neighbor.

Tow Plane Patterns



Figure 4

Radio Procedures-Gliders and Towplanes

The following are radio and announcement procedures in place for gliders flying at LESC. Refer to **AIM (Airman Information Manual) Chapters 4-1-9, and 4-2**. You are required as a pilot to know and understand radio procedures.

All aircraft operating at LESC, whether private or club owned, will have functioning two-way radio communication. Failure to use and monitor the radio on the required frequencies is considered a serious safety violation and can lead to suspension of flying privileges.

Tow pilots will announce before departure on 122.900 MHz. Gliders being towed will monitor 122.900 MHz until off tow, announcing "off tow" is not mandatory but

sometimes polite after a "soft" release, (i.e., "8246H, glider 231 off tow". Any emergency announcements affecting airport traffic will be made over 122.900 MHz by the tow pilot, Line Manager, or Pilot-In-Command. Emergencies not affecting airport traffic should be communicated on 121.500 MHz. Keep usage of 122.900 MHz to a minimum, as it is a busy CTAF frequency. No chatter.

Monitor 122.900 MHz well before pattern entry. Some aircraft call in on approach for landing from several miles out, so keep both ears and eyes open, and your head on a swivel when in or near the airport pattern and anytime you are flying...remember, "see and be seen". Not just around the airport, but everywhere.

When in the vicinity of the airport area you should listen carefully for the Jump Plane call of "skydiving in progress". From 14,000 feet it takes about a minute for chutes to start opening around the DZ...be aware, they don't always drop right on top of the grass area. ***Don't hesitate to land in the field to safely avoid skydivers under canopy.***

Everyone will use the "Self-Announce Position and/or Intentions" procedure outlined in the **AIM 4-1-9g**, whereby pilots broadcast on **122.900 MHz** their intentions for landing when approaching the IP.

Examples:

1. *"ELSINORE TRAFFIC, GLIDER 'NINER ZERO SEIRRA' AT THE IP ENTERING A RIGHT 45 FOR LANDING RUNWAY 11R ELSINORE."*
2. *"ELSINORE TRAFFIC, GLIDER 'EIGHT SIX THREE ENTERING ON A LEFT BASE FOR LANDING RUNWAY 29L ELSINORE."*

At Skylark, landing towplanes should announce base leg, and gliders announce the "IP" or "45", or "base" as appropriate. 122.900 is a busy CTAF frequency, and the normal downwind, base, and final self-announcements are not required nor encouraged unless the situation dictates.

LESC has established local glider communications on 123.500 MHz. Once off tow and in the local vicinity of Skylark, LESG gliders will monitor 123.500 MHz. Remember that other sailplanes could be in the area, and they may be on 123.300 MHz. You must monitor 123.500 once off 122.900 as this has been established as the means the jump

plane will contact any glider that may conflict with operations. You don't want to be the offending glider without your radio on.

The LESC office radio is not continually monitored, and you should not rely on calling for a wind check. Under extreme conditions, feel free to do so however keep 122.900 MHz traffic to a minimum and don't expect a reply. Rely on your eyeballs and judge the wind as you have been taught.

Ground Vehicles and Golf Cart

On any operation day, no vehicles other than the golf cart will be allowed to enter the aircraft movement area in front of the tiedown area without prior authorization, obtained via the Duty CFIG or Tow Pilot.

No vehicles will be permitted on the runway without a working aircraft radio tuned to the local CTAF frequency.

The green Golf Cart is primarily to be used for moving gliders safely on the airport. While it can also be used for other operations, these are secondary and must be short in duration so that the Golf Cart is available for its primary function. For this reason, the Golf Cart will be left in a safe location on the line, out of the way of maneuvering aircraft (preferably in the Equipment Staging Area) and not parked at the Clubhouse or any other location for prolonged periods of time.

Glider Qualification and Checkout Requirements

As a member in good standing of LESC, you may expect to progress to fly all aircraft within the LESC operating fleet subject to the qualifications contained herein.

Before qualifying for, or upgrading to, an aircraft, Members will be subject to a check ride conducted by a designated qualified LESC CFIG. They will also be required to complete an open book written test regarding the aircraft under consideration.

Members shall not expect to automatically obtain flight privileges in aircraft simply due to the fact they have completed a certain number of flights or basic qualifications. Members will have to demonstrate to the LESC CFIG or appropriate authority that they have the skills, experience, knowledge, and attitude required to safely operate the aircraft in question. The judgment as to whether the Member is qualified to fly the

aircraft in question shall be solely in the hands of the LESC CFIG conducting the check ride, subject to review by the LESC Chief CFIG and/or Safety Officer.

The following criteria are **minimum** requirements to be able to solo LESC equipment. As new aircraft are obtained, requirements may be modified. Before conducting **any** aerobatic maneuvers in capable aircraft, aerobatic and unusual attitude training is required, and a signoff obtained in the Members logbook.

Schweizer 2-33

Student Pilots: Satisfactory completion of the pre-solo flight training program and required tests, plus signoff by an LESC CFIG. Transitioning solo student pilots from other glider operations will be subject to as many dual flights as deemed necessary by an LESC CFIG and completion of the 2-33 written test and pre-solo written exam before solo privileges are granted.

Glider Pilots: For new Members who are licensed pilots, a check ride will be required before PIC privileges are granted. The new Member shall also complete the pre-solo written exam and 2-33 tests. A specific checkout and logbook entry will be required to fly passengers from the backseat; this may require an additional check ride.

Schweizer 1-26

Student Pilots: Students must have a minimum of 10 solo flights in a 2-33. Students must satisfactorily demonstrate flight skills during dual check ride and complete the written test for the 1-26. Ab-initio students must pass the Private Pilot, Glider Knowledge Test.

Glider Pilots: Must be qualified in the 2-33. Satisfactorily demonstrates flight skills during dual check ride and complete the written test for the 1-26.

Schweizer 1-34

Student Pilots: Student pilots will not fly this aircraft.

Glider Pilots: A minimum of 15 solo flights in a 1-26 or higher performance glider. Satisfactorily demonstrates flight skills during dual check ride (LESC's 2-32 can be used for this purpose) and complete the written test for the 1-34.

Schweizer 2-32

Student Pilots: Due to the skill required to fly the 2-32, LESC's 2-33 aircraft will be used for primary training unless there is a compelling reason otherwise.

However, should this aircraft be used for primary training, students must meet the requirements stated for all glider pilots and will require extra time to attain the skills required to solo as compared to the 2-33.

Glider Pilots: Satisfactory completion of the pre-solo flight training program and required tests, plus signoff by an LESC CFIG. Transitioning solo student pilots from other glider operations will be subject to as many dual flights as deemed necessary by an LESC CFIG and completion of the 2-32 written test and pre-solo written exam before solo privileges are granted.

Orientation Flight Pilot Responsibilities

Our insurance requires that orientation flight Pilots hold a Commercial Glider Certificate. Beyond the insurance requirements, Orientation Pilots must meet the requirements of **FAR 61.129(1)(ii)** and need a back-seat checkout by an authorized LESC CFIG for each model of 2 place aircraft flown. In addition, a back-seat check must be performed annually with the Chief CFIG, or one of his designated CFIG's, or the Safety Officer in the highest performance aircraft to be flown for orientation flights. The checkout will consist of the operation of the glider as well as familiarization with LESC Orientation Flight Procedures. At a minimum, the orientation will include pilot responsibilities, area of operation and duration of flights.

LESC orientation Pilots will be held to a higher standard. **They are the face that perspective members will remember. They must be courteous, friendly, and professional.** Orientation Flight Pilots will be required to meet a higher standard than the minimum of three flights in 90 days required by the FARs. They are required to have at least one flight in the glider model they will be using for the ride in the previous 30 days as well as three flights in gliders in the previous 90 days and the annual Orientation Flight Pilot Qualification.

Orientation Flight Pilot status is granted and administered by the LESC Chief CFIG with concurrence of the Safety Officer.

Student Pilot Training Responsibilities

LESC Members who are in the flight-training program shall be expected to complete and adhere to the following requirements:

Pre-Solo:

- Read the Glider Flying Handbook.
- Satisfactorily completed the Pre-Solo Written exam.
- Obtained a Student Pilot's license.
- Satisfactorily completed all maneuvers required by the FARs and LESC.
- Obtain an authorized LESC CFIG's endorsement to conduct solo operations.

Post Solo:

- Maintain proper solo authorizations per FARs and LESC SOPs.
- All student pilots shall remain inside the boundaries of the LESC Solo Practice Area (**Figure 5, yellow line enclosure**) which is defined by a 5-statue mile radius around Skylark Airport (CA89) with an extension to the west to align with the north end of Lake Elsinore and aligned with the Ortega ridge. These flights must also maintain sufficient altitude to achieve final glide of Skylark Field, Lake Elsinore, CA always, unless they have authorization from an LESC CFIG for that cross-country flight.
- Newly soloed students may expect an initial solo authorization for that day only, then 5 flights, then 30 days, then 45 days.
- All student solo operations shall be conducted under the guidelines detailed elsewhere in the SOP.

Student Pilot Solo Responsibilities

There are certain FAR and Insurance requirements that hold each of us responsible as pilots. Some of those relate directly to Student Solo Flights. We have worked together with the Insurance Company (Costello) to ensure the Student Pilot and CFIG the most flexibility and freedoms as well as being in complete compliance of the FARs and Insurance requirements. We at LESC have incorporated a STUDENT

PILOT SIGN-IN PROCEDURE, this Sign-in Procedure is part of the Tow Pass Procedures and must be signed by an LESC CFGI testifying that they have checked and accomplished the following:

1. The Student Pilot's License has been endorsed for the Type of Glider to be flown.
2. The Student Pilot's Logbook has been endorsed for Solo through that time period.
3. All information in the right-hand column of the Tow Pass has been filled in.
4. Any limitations, including additional equipment, have been noted.
5. The Days Weather and any unusual circumstances have been discussed, i.e., Santa Ana Winds, Shear Lines, Jump Operations, Spot Landing Contests, etc.

Adhering to the Tow Pass Procedures is the responsibility of the STUDENT PILOT. All information in the right column of the Tow Pass must be filled out prior to contacting the LESC CFGI. If the STUDENT fails to accomplish this task prior to EVERY takeoff, they could void LESC's Insurance.

Solo Student Practice Area

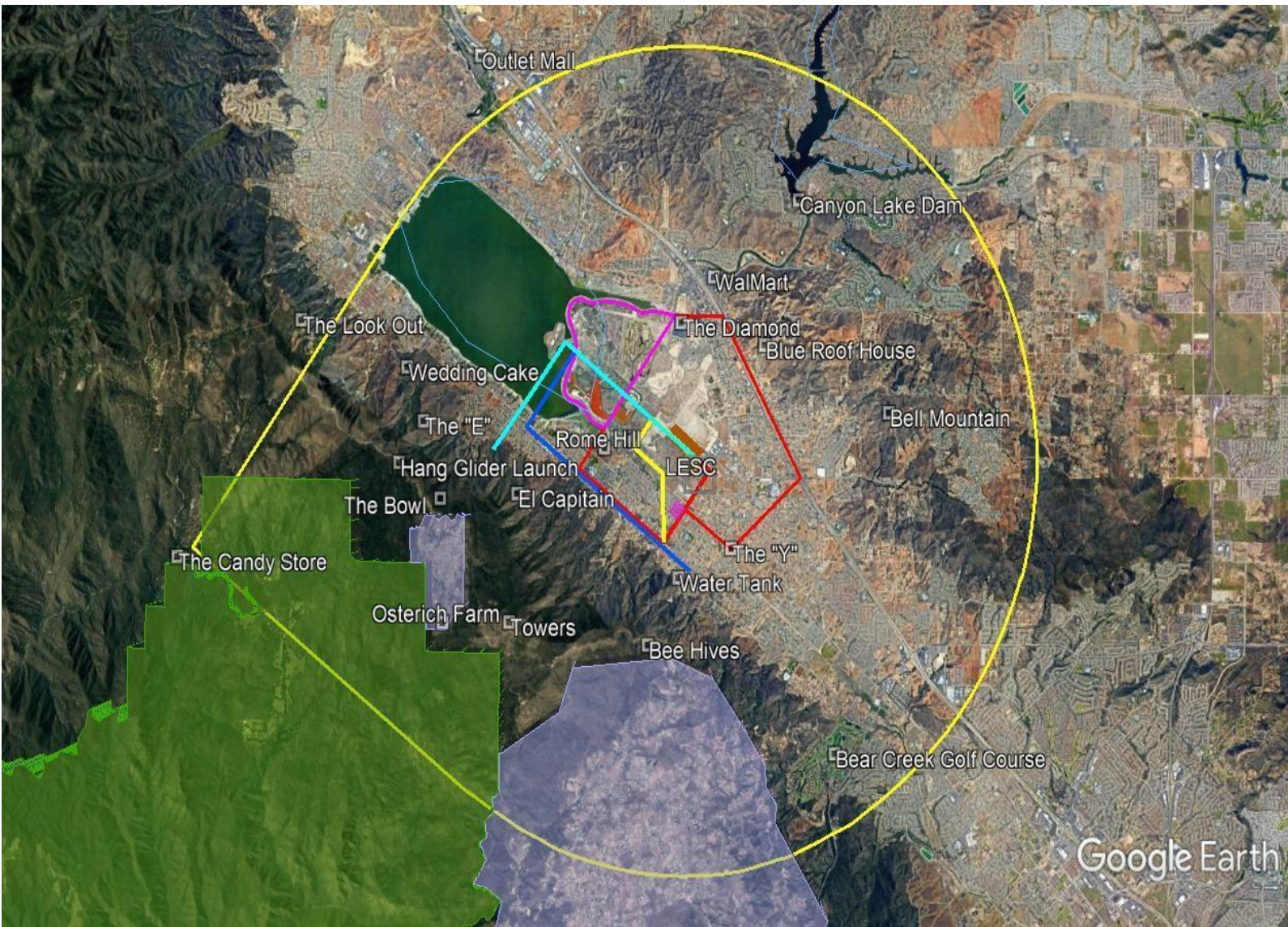


Figure 5

Tow Pass Procedures

The following procedures have been put into place to satisfy the FAA and Insurance requirements for assuring that only authorized pilots are granted access to club aircraft. The following steps shall be followed by all pilots receiving tows by LESC tow planes.

All glider pilots must have read, signed, and acknowledged the current revision of the SOP. With the limited exception of Dual Students, no tow Pass will be issued until this has been accomplished. Dual Students will be able to have their CFIG override this requirement, but they're expected to do the same within their first 10 flights.

The Pilot will complete the top part of an appropriately colored Tow Pass and enter or cause to be entered in the daily tow logs his or her information.

If the pilot is a Solo Student, then they are required to get the duty CFIG to authorize each flight (see Solo Student Pilot Responsibilities above).

Upon reaching the launch area, the pilot will show the line crew the Tow Pass. The pilot shall keep the Tow Pass in his possession for future use. Without the Tow Pass the pilot won't receive a tow.

The pilot shall show the Tow Pilot the Tow Pass prior to the tow plane pulling in front of the glider and the rope being connected.

The Tow Pilot will record the Tow Pass number and type. **Glider Pilots must show their tow pass to the Tow Pilot prior to each launch. No tow pass, no tow.**

ALL Pilots must complete Tow passes with information on which glider was flown, and the flight time. Completed tow passes with payment information to be placed in the box behind the counter. All bills are to be settled the day of the flight.

Dual Students – the tow pass number is displayed followed with a subscript (to help differentiate from Solo Students) “**D**”.

1

D

Yogi Arora
4/4/2013
N5790S

Membership dues Expires: 3/1/2015
 BSA Membership Expires: 3/31/2014
 Protection & Safety Expires: 7/31/2013

Restrictions:
None

Students MUST complete the information below:

	Winds		Temperature	
	Current/Passed	Current/Passed	Current/Passed	Current/Passed
Surface				
3000 MSL				
4000 MSL				
6000 MSL				
10000 MSL				

Thermal Forecast		
Trigger	Therm. Index	Height

Instructor Sign-Off (Note Students MUST obtain authorization from the Duty CMG prior to ascending beyond 3000') _____

Time Frame _____

Conditions _____

Objectives _____

CMG Signature _____

Flight 1 - minutes _____	Ten 00 _____	Fuel _____
Flight 2 - minutes _____	Ten 00 _____	Fuel _____
Flight 3 - minutes _____	Ten 00 _____	Fuel _____
Flight 4 - minutes _____	Ten 00 _____	Fuel _____
Flight 5 - minutes _____	Ten 00 _____	Fuel _____
Flight 6 - minutes _____	Ten 00 _____	Fuel _____

Gues - Type _____ Amount _____

Maintenance _____ Amount _____

Total _____

Paid with (check), Cash + Pay Roll = Check \$ _____

Amount unpaid \$ _____ Reason: _____

Solo Students – the tow pass number is displayed followed with a superscript (to help differentiate from Dual Students) "**S**".

3^S

Michael Althaus
4/4/2013
N5790S

Membership Card Expires: 4/1/2015
EEL Membership Expires: 12/31/2013
Refresher & Safety Expires: 5/30/2013

Restrictions:
None

Student MUST complete the information below:

	Winds		Temperature	
	Current	Forecast	Current	Forecast
Surface				
1000 MEL				
6000 MEL				
9000 MEL				
13000 MEL				

Thermal Forecast		
Trigger	Therm. Index	Height

Instructor Sign-off (Date Student MUST obtain authorization from the Duty CFI or the second-rated person): _____

Time Frame: _____

Card Date: _____

Objectives: _____

CFI Signature: _____

Flight 1 - minutes _____ Tow _____ Pass _____

Flight 2 - minutes _____ Tow _____ Pass _____

Flight 3 - minutes _____ Tow _____ Pass _____

Flight 4 - minutes _____ Tow _____ Pass _____

Flight 5 - minutes _____ Tow _____ Pass _____

Flight 6 - minutes _____ Tow _____ Pass _____

Class - Type _____ Ground _____

Maneuver/Class _____ Ground _____

Total _____

Paid in US (check), Cash - Pay Ref - Check _____

Amount Unpaid _____ Reason: _____

Rated Glider Pilots – only the tow pass number is displayed.

5

Mike Havener
4/4/2013
Private Glider

Membership Dues Expires: 6/30/2015
EEI Membership Expires: 6/30/2014
Participation & Safety Expires: 4/3/2015

Restrictions:
None

Student's MUST complete the information below:

	Winds		Temperature	
	Current	Forecast	Current	Forecast
Surface				
3000 MSL				
6000 MSL				
9000 MSL				
12000 MSL				

Thermal Forecast		
Trigger	Therm. Index	Height

Instructor Sign-Off (Rate Student's MUST when authorized from the Duty CPIC with the same name noted below):

Time From: _____

Conditions: _____

Objectives: _____

CPIC Signature: _____

Flight 1 - minutes _____ Tow _____ Pass _____

Flight 2 - minutes _____ Tow _____ Pass _____

Flight 3 - minutes _____ Tow _____ Pass _____

Flight 4 - minutes _____ Tow _____ Pass _____

Flight 5 - minutes _____ Tow _____ Pass _____

Flight 6 - minutes _____ Tow _____ Pass _____

Quota - Type _____ Amount _____

Marshals Date _____ Amount _____

Total: _____

Paid in Full (Circle), Cash - Pay Ref - Check # _____

Amount Unpaid: _____ Reason: _____

Tow Pilots

Daily Operational Requirements

The Tow Log is used to document the following requirements which must be met prior to the first tow to help provide the entire crew of the flight with the same information and keep everyone on the same page.

Tow Pilots are required to call Skydive Elsinore prior to any LESC flight operations to be briefed on any skydive operations that may impact glider operations.

Tow Pilots , CFGs, and safety observers are required to have a meeting to brief operational concerns prior to the first tow. The Tow Pilot will document the names of the CFGs involved in this brief on the Tow Log.

Because the vast majority of our flights are for training and because Student Pilots need more input monitoring than rated pilots, the Tow Pilot needs to document the same current and forecast weather conditions that the students are using on the Tow Log.

LESC TOW LOG

Tow Pilot #1 _____
 Tow Pilot #2 _____

N #: _____
 DATE: _____

REFUEL AFTER EACH 1.3 - 1.5 HRS TACH TIME

SURFACE
 3000 MSL
 6000 MSL

WIND		TEMPERATURE	
CURRENT	FORECAST	CURRENT	FORECAST

Pre-Operation Brief w/CFIG (names) _____

FLT	TOW PILOT	TANK		COMMENTS	OIL	FUEL	Tow Pass	Glider	Take Off	Release	TACH IN
		L	R						Time	AGL	
1				WARM-UP FLIGHT							
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
TOTALS									END TACH TIME		
									START TACH TIME		
									TOTAL TACH TIME		

Fuel Toppped Off
 Fuel Tank Locked
 Master Switch Off
 Keys Returned

Tow Pilot Qualifications

All tow pilots must be expressly authorized to fly LESC tow planes by the Chief Tow Pilot. Authorization for initial checkout to tow may only be obtained from the Chief Tow Pilot, Safety Officer or Club President. **Under no circumstances** shall any member or prospective tow pilot act as PIC of an LESC tow plane until they are specifically

authorized to do so. This will include a document and flight experience review, insurance qualification, signature that you have read and understood these SOP's and that you have received an initial tow pilot briefing before authorization to fly will be provided.

All tow pilots must meet the Open Pilot Warranty clause of the insurance policy (please refer to the Tow Pilot Application form for further information). Any pilot not meeting the insurance requirements must specifically be added as a named pilot to the insurance policy **before they are authorized to fly**. There may be a charge levied by the insurance carrier (nominally \$100.00 flat fee) to be added to the policy.

Pilots must also satisfy **Part 61.69** of the FARs, which includes a provision for tow currency. **It is the responsibility of each individual tow pilot** to ensure they are current and legal to conduct tow operations as governed by **14 CFR 61.69** before acting as PIC in an LESC tow plane. Each tow pilot is required to keep his or her file in the file cabinet current with appropriate documentation.

The tow pilot application form will provide complete information regarding requirements of **14 CFR 61.69** and insurance regulations as well as how to apply to become an LESC tow pilot.

FAR Currency:

As a basic reminder, **14 CFR 61.69** requires that to act as PIC of an aircraft towing a glider, you must:

Within the preceding 24 months have,

- Made at least three actual or simulated glider tows while accompanied by a qualified pilot who meets the requirements of this section;

OR

- Made at least three flights as PIC of a glider towed by aircraft.

LESC Currency:

In addition to the basic FAR currency requirements, LESC imposes the following restrictions on tow pilot currency:

1. Tow pilots who have not towed a full day within the previous 90 days will be suspended from flying all club aircraft. This includes both gliders and airplanes. Scheduling privileges will also be suspended.
2. Tow pilots who wish to be reinstated with tow pilot privileges are required to contact the LESC designated Chief Tow Pilot. The Chief Tow Pilot has the authority to reactivate suspended tow pilots. This process will confirm that the pilot is current on new club SOP's, is qualified per FAA regulations, and has committed to provide towing on a regular basis. LESC's policy is for all tow pilots to tow on a regular basis.

Tow Pilots will receive one (1) free glider tow pass valid for a tow up to 3000' AGL for each day they tow.

2-32 Operations

Because of its unique flight envelope, LESC's 2-32 has its own special operating procedures and pilot qualifications.

- Only the **designated 2-32 tow rope** will be used. Confirm with the Safety Observer that the correct rope is in use.
- A 2-32 checkout is required before a tow pilot can tow the 2-32.

Line Crew Operations

1. Only Junior Members can be part of the LESC Line Crew and receive complementary tows for working the line.
2. Line Crew Members earn credit for 1 tow and 1 training slot for each full day worked on the line. Each credit can be used for one complementary 3000' tow. A "full day" means being ready to work at 9:30am so that things are ready when scheduled flying starts at 10:00am and working until the end of the day when all the gliders are tied down. Only one Line Crew Member receives credit at a time, unless two or more Line Crew Members are required to work together because of special club needs.
3. Instructors usually wave their fee when instructing Line Crew Members. Waving of the fee is however up to the individual instructor
4. Line Crew Members can schedule complementary lessons at a time of their choice when they are not working the line. On days when they work the line, students can take a complementary lesson first thing in the morning, or at the end of the day. This is however at the discretion of the instructor

5. There is no solo-flying on workdays for the line crew.
6. Line crew scheduling is done online through the LESC Website. We expect the line crew to show up as scheduled. If you can't, please try to find a substitute. If no one takes your place, please notify the Office Manager as soon as possible.
7. As a Line Crew Member, you are expected to complete and pass the SSA/CAP WING RUNNERS COURSE **before** working the line. To take the course, go to the LESC web site, click on "Ground Operations", and then click on "Soaring Safety Wing Runners Course". Send the completion certificate to the LESC Line Crew Manager.

Cancellation of Operations

Operational decisions during will be made by consensus between the Duty CFIG, Duty Tow Pilot, President. In cases of operations suspension, a reasonable attempt will be made to contact the Duty CFIG, Tow Pilot and scheduled Members via email and telephone if possible. If no decision is forthcoming, then flight operations are deemed on. It would be good practice to check email before heading to the field.

Once operations are cancelled for the day, no further operations may take place without express consent of the individual suspending operations.

Every reasonable attempt will be made to cancel by 0830 however due to circumstances beyond physical control; operations may be cancelled at any time.

Off Day Towing Operations

Off day operations are perfectly acceptable for LESC members in good standing. Subject to tow pilot availability, tow operations may be conducted after obtaining authorization from any one of:

- President
- Chief Tow Pilot
- Safety Officer

No student pilot may fly solo without field authorization from a qualified LESC CFIG.

The tow pilot will act as the duty Safety Officer and be responsible for ensuring all operations are conducted according to SOP and that appropriate revenues are collected, and records maintained.

Social Media Policy

Do not post video footage of LESC equipment, operations, personnel, or guests on any internet social media sites without first getting approval from the board.