

## MGSA FIELD AND OPERATING RULES

(Revised June 3, 2020)

The following rules have been adopted to ensure safe operation of both Club and member owned gliders at Monroe Airport. Every effort must be made to observe these rules, as safety on the ground and in the air must not be compromised.

Please remember, **MGSA is a club and not a commercial operation**. Therefore, each member is expected to help in running the Club. **Your participation is important!**

### 1. MGSA Membership and Flight Currency or Dues Currency Requirements

- 1.1 All members of MGSA are subject to challenge and grounding by officers or members of MGSA if flight currency and FAA qualifications are not maintained.
- 1.2 **Insurance:**
  - 1.2.1 The Club is insured for damage to Club equipment and liability through a combination of self-insurance and commercial coverage as approved by the Board of Directors.
  - 1.2.2 The Pilot in Command is totally responsible for damage to Club equipment if a pilot flying Club equipment does not meet FAA or Club requirements!
  - 1.2.3 There is a \$500 deductible on Club equipment for in-motion accidents (i.e. from taking the runway until exiting) and a \$100 deductible for non-motion. The Pilot in Command is responsible for paying this deductible and any damage and/or liability not covered by the policy.
  - 1.2.4 Tow Pilots, CFGs and Ride Pilots, while performing those duties, are exempt from payment of the in-motion deductible provided all FARs & Club rules are otherwise followed.
  - 1.2.5 The non-motion deductible is waived in cases where a ship is being transported for the benefit of the Club at large.
- 1.3 **Insurance Limitations:**
  - 1.3.1 Only MGSA club members may handle the glider's flight controls (also requires SSA membership).
  - 1.3.2 During Discovery rides, the rider may NOT fly the glider.
  - 1.3.3 Because of the limitations of 1.3.2, the SSA worked with Costello to create the FAST ride to promote glider membership. With the FAST certificate, the rider receives a 3- month membership into SSA and a day membership into MGSA for \$139. The flight must be flown by an instructor, but the rider MAY manipulate the controls/fly the glider. This ride is considered a first lesson; serious prospects should opt for this ride and not the Discovery ride.
  - 1.3.4 During CAP flights, cadets may NOT fly the glider, as they are not members of MGSA. This flight is solely a glider ride being given by a member. The Club tow plane is still able to tow any CAP gliders, however.
  - 1.3.5 During rides given by a Club member for friends/family members, these riders may NOT fly the glider.

- 1.4 Any member also may be grounded should dues and/or tow fees fall into arrears (refer to Article IX of the MGSA by-laws). All members with PIC privileges must attend one Safety Meeting in February/March each year to be eligible to utilize Club equipment during that year or a make-up session developed by the Safety Officer.

## **2. MGSA Members Flying Club Equipment**

### **2.1 Minimum aeronautical experience for non-glider rated pilots:**

**2.1.1** First 10 solo flights: In same type aircraft of initial solo flight.

**2.1.2** After 10 solo flights: Any other aircraft with CFGI endorsement.

### **2.2 Required logbook endorsements:**

**2.2.1** Club members are required to have a logbook endorsement from a Club CFGI for each Club type to be flown.

**2.2.2** Prior to acting as PIC from the rear seat of any two-place Club glider, the member shall obtain a logbook endorsement for rear seat PIC from a Club CFGI for that type.

**2.2.3** Whenever a member operates a Club aircraft from a location at which they have not operated previously, either as an airplane or glider pilot, the member shall:

**2.2.3.1** Receive an Airport Familiarization briefing at that location. Any Club member with Private Pilot Glider rating (or higher) and familiar with the location may conduct this briefing.

**2.2.3.2** Physically examine the airport to become acquainted with any hazards (there may be numerous holes and ditches along grass runways) and possible alternate or emergency landing sites on the airport.

### **2.3 Recent flying experience:**

**2.3.1** A pilot flying any glider will not receive a tow by a club tow plane unless they have logged PIC time in a glider, at any location, within the past 90 days.

**2.3.2** A person who does not meet the above experience requirement must have a logbook entry showing a flight with a Club CFGI, or obtain the required flight at another location.

**2.3.3** All non glider-rated member solos require a club instructor to be present at the launch point to provide direct supervision of every takeoff. For initial solos, the pattern and landing should be supervised as well by the endorsing instructor.

**2.3.4** For all non glider-rated members, a PIC (solo) endorsement will be valid for a period of 30 days

### **2.4 General requirements:**

**2.4.1** Read the Club Field & Operating Rules

**2.4.2** Read the glider Aircraft Flight Manual for the models flown.

### **2.5 Tow pilot requirements:**

#### **2.5.1 The prospective pilot must meet the following minimum requirements:**

**2.5.1.1** A Private Pilot rating, 250 hours power, 50 hours in a tailwheel aircraft to include 25 operations on a hard surface runway and a tailwheel endorsement.

- 2.5.1.2 25 hours in a high-performance aircraft with the appropriate endorsement.
- 2.5.1.3 The pilot should be current in a tailwheel aircraft on a hard surface.
- 2.5.1.4 Prior tow experience, a Glider License or have soloed a glider, otherwise complete the Tow Pilot Course on the SSA website and furnish a copy of the end of course test.
- 2.5.1.5 **Once the candidate meets the above guidelines, the Club will:**
- 2.5.1.6 Give a formal ground introduction to the PA-25 Pawnee, going over the operating and flight characteristics, preflight and post flight maintenance, fueling, Tost system, and general hangar guidelines.
- 2.5.1.7 The candidate will be required to join MGSA as an Associate Member, at a minimum, in accordance with the Club's insurance requirements.
- 2.5.1.8 Provide a supervised course of instruction for novice Pawnee pilots to include taxi, fast taxi, takeoff, landing, and crosswind operations.
- 2.5.1.9 Ensure that the first three tows are observed by a current tow pilot with the glider being towed piloted by a Club CFG.
- 2.5.1.10 Give a complete briefing and familiarization with Monroe Towing Procedures and Operations.
- 2.5.2 Currency:**
- 2.5.2.1 **FAR §61.57 currency:** 3 takeoffs/landings in tailwheel airplane within past 90 days. If not, then up to 3 takeoffs/landings in tailwheel airplane immediately before towing.
- 2.5.2.2 **120-day currency:** 3 actual tows within past 120 days. If not, then reevaluation at discretion of Chief Tow Pilot or Designee.
- 2.5.2.3 **180-day currency: If more than 180 days since last 3 actual tows, then mandatory** reevaluation by Chief Tow Pilot or Designee.
- 2.5.2.4 FAR §61.69 currency: recency of glider towing or glider flight experience.
- 2.5.2.5 **Annual** review of tow procedures, Pawnee, and Tost Winch manuals. It is the responsibility of each individual tow pilot to ensure that he complies with all applicable FARs and MGSA rules and currency requirements.

### 3. MGSA Membership Age Requirements

- 3.1 Members under 18 years of age must have the signature of a parent or concurring guardian applied to the member's application and information form each year until that member reaches 18 years of age.

### 4. FLIGHT SAFETY

**Flight safety is of foremost importance to the Club's membership and should be constantly promoted. Careless behavior on the ground or in the air is not tolerated.**

- 4.1 **Currency:** To carry passengers you must have made at least 3 takeoffs and landings in a glider within the last 90 days (FAR §61.57). FAR Flight Review requirements must be met before flying Club equipment (FAR §61.56). Otherwise, insurance coverage is not valid and you would be totally financially responsible for the glider.
- 4.2 **Preflight:**

- 4.2.1 Preflight** Before any glider is flown, it must be thoroughly inspected. Give the glider a good preflight check and not just a quick walk-around look... even if it has just flown. Prior to the first flight of the day, perform a Positive Control Check of the flight controls. No club aircraft will be flown without an operable radio. Check the cockpit: Make sure items have not been left in the cockpit by the previous pilot or passenger. Loose objects could slip and damage the controls. When flying a two-seater solo, ensure that the rear seat harnesses are secured and that C.G./ballast limitations are met.
- 4.2.2 Assembly** After a club glider is assembled it must be thoroughly inspected as well. Assembly teams need to be led by a knowledgeable individual. Once fully assembled and Preflighted, a Critical Assembly Check will be accomplished by a separate, knowledgeable club member to double check that all wing pins and flight control connections are indeed secured properly. Finally, a Positive Control Check will be accomplished. All these above items should be accomplished immediately after assembly, regardless of flying intentions.
- 4.3 Checklist:** After the canopy is closed, relax and review the pre-takeoff checklist. **Never let yourself be rushed to take off!**
- 4.4 Tow rope:** While hooking up, check the tow rope for knots and general condition. **Do not hesitate to reject a tow rope!**
- 4.5 Signals:** Each member is expected to know the SSA standard ground handling, towing and emergency release signals.
- 4.6 Wing runner procedures:** If adequate ground personnel are available, the following wing runner procedures will be practiced. Launch procedure standardization is critical for a safe operation.
- 4.6.1** The wing runner will examine the weak link to look for the visible red tape marker. Wing runner will show the link to the PIC. Rope attachment to the glider will not be done before the glider PIC and passenger, if any, are strapped in. After hookup, the wing runner will move immediately to the left wingtip of the glider.
- 4.6.2** The wing runner will wait for a thumbs-up signal from the glider pilot before leveling the wing. While waiting, the wing runner should inspect the glider for removal of tail dolly, closed spoilers, proper tire pressure, canopy flush and locked and general condition. While waiting, the tow pilot may be taxiing forward to partially pay out the rope.
- 4.6.3** When the wing runner receives the thumbs-up signal, he must check the traffic pattern to make sure it is clear. No persons are in front of the glider wing. The glider's wing is to remain on the ground until the traffic- pattern has been checked and the pilot has given the thumbs up signal.
- 4.6.4** Only after the traffic pattern has been checked and all is clear, the wing runner will lift the glider wing, and give the "remove remaining slack" signal. **EXCEPTION:** If the glider is carrying water ballast, the glider PIC may, after informing wing runner and tow pilot, the wings will be levelled at the discretion of the glider pilot.

**4.6.5** When the glider pilot is ready, he shall waggle his rudder and the wing runner will give signal to take off. **The tow pilot will begin the takeoff only with the proper signal from the wing runner.**

- 4.7 Rope break:** Know your critical rope break point on tow... from 50 to slightly less than 200 feet above the runway (depending on airspeed, location on runway and type of glider).
- 4.7.1** Before takeoff, assess the terrain to determine desirable turn direction, if any.
- 4.7.2** Do you know the terrain at either end of the field? Consider both the close-in areas adjacent to the runway and the nature of more distant terrain!
- 4.8 Low thermalling:** Thermalling in Club equipment is prohibited below 1,500 feet AGL over congested areas (i.e. City of Monroe) and below 1,000 feet AGL over other than congested areas.
- 4.9 Aerobatics:** No aerobatics shall be performed in club equipment unless accompanied by a designated aerobatics instructor. Aerobatics shall only be performed in the red ASK21. All aerobatics must be performed in the designated aerobatics area. Designated aerobatics instructors may fly solo aerobatics.
- 4.10 Damage:**
- 4.10.1 Damage to Club equipment:** The pilot in command of any Club aircraft is required to immediately report any damage incurred to the OD and an MGSA officer or board member, and to ground the aircraft immediately. Should a hard landing occur (defined as ground contact at vertical velocity exceeding 500 fpm, i.e. a big splat!), the incident should be reported to the OD. An appropriate inspection of the equipment must be performed before further flight. The Club Maintenance Officer will notify the membership ASAP of the grounding or return to service of the glider.
- 4.10.2** No member involved in an incident, regardless of their experience, may declare the aircraft airworthy. Only the Club Maintenance Officer or an A&P may return the aircraft to service. If Club equipment is damaged while you are pilot-in-command, you are responsible for arranging to have the damage repaired. Contact the MGSA Maintenance Officer to obtain information on the procedures to follow.
- 4.11 Skydive operation:**
- 4.11.1** Operations will be coordinated by the OD with Skydive Monroe prior to commencing the day's flying. Coordination should include planned jump plane takeoff/landing runways and anticipated jumper release location. Gliders should avoid the usual jump plane departure corridor off runway 3 as well as the close-in steep visual pattern they fly to land runway 21.
- 4.11.2** The tow plane and all gliders will monitor Monroe CTAf (122.9 MHz) within a 5 NM radius of the airport.
- 4.11.3** Jump plane will provide a "2 minutes to jumpers away" warning followed by a 1- minute warning and then a "jumpers away" announcement. When the jump plane issues the 2-minute warning, all gliders must vacate the area directly over the airport as well as the designated drop zone for the day (usually upwind of the landing area). Gliders may operate on the same side of the airport as the drop zone provided that they remain at least 2NM away. The above requirements may dictate a landing sooner than planned to avoid possible conflicts with jumpers and the jump plane.
- 4.11.4** All MGSA ground traffic will come to a stop when jumpers are under canopy when in or adjacent to the jumper landing areas.

## 5. Field and Flight Operations

### 5.1 Operational day:

- 5.1.1 Unless specified otherwise, Club operations begin at noon each day. All operational personnel, including but not limited to the OD and tow pilot, are requested to be at the field by 10:00 am.
- 5.1.2 Any member may request operations commence at an earlier time. The member making such a request is responsible for contacting the OD and tow pilot.
- 5.1.3 If flight operations are cancelled or delayed, the OD shall ensure the tow pilot, and if appropriate, the ride pilot are directly informed (note: together with the ride coordinator, the ride pilot is responsible for contacting all persons scheduled for rides). In addition, the OD shall be responsible for notifying the membership of cancelled/delayed operations.

**5.2 Guests and/or visitors:** All visitors are welcomed to the field; however, members should be aware of their presence. Members should explain flight operations to visitors, pointing out where not to be and what to look for, emphasizing that gliders are silent in flight, and are committed to land once in the pattern. Visitors should not drive onto the field unless briefed by a Club member.

**5.3 Glider Assembly:** Gliders are to be assembled in grass areas. Do not assemble in front of hangars or on any pavement, and do not block access to any hangar.

**5.4 Ground handling/auto towing:** Watch the pattern for approaching gliders and jumpers under canopy. Give way when you are moving a glider along the active grass runway. Give way to taxing power aircraft during glider towing/ground handling.

**5.5 Takeoff and landing:** (Keep Active Runways Clear!) (Keep Active Runways Clear!) The paved stopways must be considered as runway. We must not commit runway incursions. An aircraft (tow plane or glider) positioning for takeoff must not be on the runway while another aircraft is either in the process of landing, from final approach to the end of the roll out, or taking off from the opposite end. Once the landing aircraft has been seen by the MGSA PIC to have transitioned to a slow taxi, then the MGSA aircraft may take the runway for launch. This applies to all aircraft operating under control of the MGSA Officer of the Day, including, but not limited to, privately owned ships, GTA racers, and CAP utilizing MGSA aircraft.

**5.5.1 Take-off:** Prior to moving a glider onto the paved runway for takeoff, perform all preparations other than strapping in, pre-takeoff checklist, and hooking up. Have the parachute on before moving onto the runway. Turn on the radio, check the traffic pattern, and announce on 122.90 MHz your intention before moving the glider onto the active runway for takeoff (“Monroe Traffic, glider “call sign” staging on runway 03 (or 21), Monroe”).

**5.5.2 Landing:** All traffic patterns are left-hand. Move your glider off the active runway immediately after landing. All members must keep a look-out for aircraft joining the pattern and assist in rapidly clearing landed gliders from the runway.

- 5.5.3 Gliders staged for takeoff or parked shall remain clear of pavement until ready for takeoff.** When gliders are parked and left unattended, the canopies shall be secured and tail dollies removed.
- 5.6 Parked vehicles:**
  - 5.6.1** Automobiles not necessary for moving gliders are to be parked 200 ft. from runway.
  - 5.6.2** Golf carts may park by tent.
- 5.7 Members waiting to fly:**
  - 5.7.1** Access to gliders is first come, first served via the sign-up sheet on the OD clipboard. A member may defer flight until later in the day.
  - 5.7.2** Member may fly 1 hour, takeoff to landing, unless no one is waiting for the ship. If two members are in the same ship, the time limit is 1 ½ hours.
  - 5.7.3** If the wait for any particular ship exceeds 4 pilots, then OD may shorten the times to 45 min for single occupancy or 1 hour 10 minutes for two pilots.
  - 5.7.4** Badge and record attempts, and competition at Monroe take priority over other flights provided the attempt is declared on the e-list before 1800 the evening before the proposed flight for badge/record, and 1 week in advance for competition. Please be considerate; if you abandon your task, please radio back and see if anyone else may be waiting for the glider.
  - 5.7.5** Glider Reservations for cross country flights must be made via the email list before 1800 the preceding evening.
  - 5.7.6** One twin and one single place glider shall be used for cross country flights
  - 5.7.7** One single place and one twin shall remain at Monroe for local flying
- 5.8 Aero-tow retrieve from field:**
  - 5.8.1** Aerotow retrieve will be from public use airports only. The tow pilot has the final authority as to the suitability of the tow. Aerotow from Covington Airport is prohibited due to transponder requirement. Aerotow from Class D airspace must be coordinated with the tower. If the glider is “Experimental” the tower must be informed.
  - 5.8.2** The OD will determine WHEN the tow plane may be dispatched for aerotow retrieve.
- 5.9 Aircraft responsibility:** A member's responsibility for the Club equipment does not end after their flight. The responsibility lasts until the member has either handed over the equipment to another member, or until the member has properly secured the glider.
- 5.10 Logging aircraft time:** The flight time of each glider flight shall be duly recorded and include the pilot name, date, and time aloft by the OD.
- 5.11 Severe weather:** When severe weather is approaching, the Club needs people fast! Wind gusts can be costly, and all gliders on the ground should be protected. If it is too late to move the gliders to a hangar, secure them in the best manner available.
- 5.12 Runways:** The paved runways are used for launching and landing. Grass runway 21 (north end) can be used for glider landings ONLY in EMERGENCY. Grass Runway 3 (south end) IS CLOSED due to the installation of VASI lights next to runway.

## 6. Badge and Record, Cross-Country, and Competition Flying

- 6.1 SSA badge flights and records:** The Soaring Society of America and MGSA encourage members to strive for the highest levels of proficiency by encouraging distance, altitude and duration flights. Flights for badge or record attempts require planning, help, and equipment. You plan... we help... and MGSA furnishes the equipment.
- 6.2 Cross-country flying:** Before a Club member may use the Club aircraft for these purposes, he must meet the following requirements:
- 6.2.1** For cross-country flight in a single-place glider, Bronze badge, or Silver or higher badge is required.
- 6.2.2** For solo cross-country flight in a two-place glider, Silver Badge or higher is required.
- 6.2.3** For cross-country flight with passenger, Bronze and Silver badge, or Gold or higher distance and/or goal leg is required.
- 6.2.4** For all cross-country flights, OD must be briefed, crew committed, and trailer roadworthy and ready. Pilot must be proficient at assembly & disassembly of glider.
- 6.3 Competition flying:** MGSA encourages formal competition flying utilizing Club equipment.
- 6.3.1** For competition use, Silver badge or higher is required.
- 6.3.2** When a member desires to use the Club equipment for scheduled events away from Monroe, permission must be obtained from the Club. The “**MGSA Equipment Loan Request**” form must be completed and submitted to the Executive Committee for its recommendation to the membership, who will then vote.
- 6.4 Priority system for single-place gliders:** In order for Club members to pursue advanced flying, the single-place gliders have been assigned a priority system to assure that they are available when needed.
- 6.4.1 1<sup>st</sup> priority:** Measured performance flights (i.e. scheduled competitions and badge and record flights).
- 6.4.2 2<sup>nd</sup> priority:** Cross-country flying as practice for badge, record, & competition flying
- 6.4.3 3<sup>rd</sup> priority:** Leisure flying at Monroe.
- 6.5** Members are expected to be considerate of other members in applying these priorities. Any member exercising the first priority is expected to request the glider as far in advance as possible, considering weather forecasts, etc. Any conflicts are to be resolved by amicable negotiation between parties. Failing that, a Board decision will be the final resolution. The Cordele camp is a special situation requiring wisdom, fairness, and judgement.

- 7. Trailering MGSA Gliders:** Any MGSA member trailering a Club ship for personal use is responsible for the total care of that ship and the equipment from the initial disassembly, trailering to and assembly at the destination airstrip, and the final reassembly back at the MGSA hangar after the trip. That member must also be responsible for securing the trailer and equipment at the destination airport when not in use. For Club use at special events, members are expected to cooperate in this task.

**8. Flights During Week:** All qualified members may use the Club equipment during the week. No cross-country flying is allowed unless a crew is standing by! Advance notice will be given. Member must contact and arrange for a tow pilot and a qualified wing runner.

**9. Equipment Maintenance:** Assist the Club in maintaining our equipment in top condition (washing, waxing, repair, etc.). Treat it as if it were your own; it is!

**9.1 Gliders:** MGSA's gliders are well maintained because the members have taken pride in keeping them that way. At the end of a flying day, all bugs and dirt should be removed before hanging the gliders. Bugs discolor painted surfaces and eventually deteriorate that spot. The canopies should be cleaned with a proper liquid cleaner using a soft, clean cloth. The canopies must be covered to protect them from moisture and dust within the hangar.

**9.2 Radios:** Make sure the Club base station radio and hand-held radio are returned to the locker at the end of the day and placed on charge using the proper procedure.

**9.3 Batteries:** Each glider has a 12 VDC SLA type battery. At the end of each flying day, they must be removed from the glider and connected to the chargers located in the back of the MGSA hangar.

**9.4 Parachutes:** Each parachute must be inspected and repacked periodically (FAR §91.307). It is the pilot's responsibility to see that the chute card is current and that the chute has been properly pre-flighted. Parachutes must be stored in the hangar locker after flying.

**10. Hangar Maintenance:** Each member is asked to keep a clean and orderly hangar and pilot's lounge. Each building has trash cans for this purpose.

**11. Security:** To protect the aircraft, hangar doors must be closed and secured at the end of the day. The last member out of the hangar must check that the entrance door is also locked. There is a checklist on the back of door for the last one out.

**12. Airworthiness Directives and Service Bulletins:** All Club aircraft shall be operated and maintained in accordance with applicable FAA Airworthiness Directives and Service Bulletins. In addition, as most Club aircraft are of foreign manufacture, the Club shall also comply with all equivalent notices issued by either the original aircraft manufacturer or by the regulatory agency of the country in which originally certificated. Where FAA and Foreign Directives, Service Bulletins, etc. differ, the more restrictive shall apply. However, when a contradiction exists, the Manufacturer's document in its original language shall be definitive.

**13. City of Monroe/Walton County Airport (D73)**

The airport is located approximately 1 ½ miles southeast of the courthouse square. Take Madison St. to Towler St. to the airport. The airport is for general aviation purposes and can accommodate large, twin-engine aircraft. MGSA leases its hangar space from the City of Monroe and this space is for exclusive use of MGSA's equipment. All ground vehicle drivers and pedestrians should check the landing pattern before driving or walking onto any grass or paved taxiway. Vehicles are prohibited on the paved runway 03-21. Visitors not familiar with

the glider operations should be made aware that gliders are silent in flight, and that a good "rubber neck" is a must around any gliderport.

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