

## AEROCLUB INTERNATIONAL SISTERON (ACIS) RULES AND REGULATIONS

hereunder referred to as " the Club". Edition: June 2021 / voted annual meeting 27/06/2021

### GENERAL RULE

All glider pilots wishing to fly from Sisteron-Vaumeilh Airfield must be members in good standing of the Club, and thus must join the Club and pay the current membership dues.

Membership implies specifically knowledge of, and acceptance of, all rules, procedures, and applicable price lists.

Such documents will be made available by the Club Management using any means it will deem appropriate (posting or electronic communication such as e-mails, Club website, management application GIVAV/SMARTGLIDE... or briefings).

Each Club Member is required to consult the Club website « PILOTS ZONE » regularly, as well as documents made available in the SMARTGLIDE « DOCUMENTS » section.

### IDENTITY AND RESIDENCE JUSTIFICATION

The Club is entitled to request each member to establish his/her identity as well as to provide a recent proof of his/her residence address. The following may be thus requested:

- a recent I.D. photo (which the member must upload to the Club's management application) ;
- a recent proof of residence (e.g. water, electricity, telephone bills...);
- to show his/her National Identity Card when registering for the first time and subsequently).

In view to facilitate the Club's management and allow a rapid delivery of information, all Club members are required to maintain, in the management system, a valid e-mail address and a telephone number, preferably mobile, for all the duration of his/her membership.

Mailings by postal services, whether by regular or registered mail, made necessary by the member having failed to supply a valid e-mail address, may be subject to additional charge at the applicable rate.

### FLIGHT SAFETY AND ADMINISTRATIVE MANAGEMENT – FLARM

For safety reasons (facilitation of search and rescue operations) and for the simplification of administrative management (automatic flight logs), each Club Member is required :

- to declare his/her FLARM to OGN without hiding his/her chosen identification, nor his/her position ;
- to give the Club his/her FLARM number ;
- to maintain his/her FLARM in operation for the whole flight duration from takeoff to landing.

Manual processing of flights, made necessary by the Member not having complied with the above requirements, may incur extra charges at the applicable rate.

## BEFORE FLYING FORMALITIES

Upon arrival at the airfield, pilots must register at the Club office, and receive their personal registration number. Pilots must be members of FFVP, and subscribe to FFVP personal liability insurance coverage. (FFA for airplanes). The pilots' FFVP and/or FFA membership card indicating coverage must be available for official verification at all times. Pilots' license (glider and/or airplane) must be current and available for official verification at all times.

Member accounts must always show a positive balance of 100 euro minimum. Before each flight period members are required to make an advanced payment, according to current Club policy.

Without having to convene the Disciplinary Commission, the airfield Chief Pilot, the Treasurer, the Vice-President or the President may prohibit any member from flying should they not comply with this requirement, for a period as long as the corresponding accounts have not been returned to a positive balance.

## DEPARTURE FORMALITIES

Before departure, club members must inform the Club of their departure and settle all outstanding amounts due.

If departure occurs outside of Club office hours, inform the Club of your departure by writing a message to this effect on the board provided in the briefing room.

Member accounts showing a positive balance at departure will be refunded within 15 days of departure upon request.

## ACCOUNTS - "ZERO BALANCE"

Members are reminded of the following point concerning accounts reputed to be at "zero" level. Modifications to the "zero" balance may occur even after *settling* the balance.

The following are examples of some situations (non-exhaustive) which can result in incomplete balance at remittance time:

- Missing or erroneous flights and tows,
- Flights/tows attributed in error to another member, then re-integrated to the correct account,
- Air-towed recovery from another airfield where the invoice has not yet been received by the Club,
- Purchases of supplies etc., which have not been added to the account.

Elements such as the above can affect account balance in one way or the other. Thus a "zero" account balance is only valid once all expenses incurred have been accounted for.

Member account balance is always available on the Club website.

## CLUB MEMBER-RESPONSABILITIES

Each pilot is responsible for the equipment entrusted to him/her under the COMMODATE (gratuitous loan) principle.

The loaned equipment must be returned in the same state of repair as when loaned before the flight. The minimal Club membership fee gives members access to high value gliders and equipment.

Members must take great care of this collective equipment:

- When maneuvering gliders out of the hangars
- When maneuvering gliders to parking areas and runway
- When maneuvering gliders back into the hangars
- Manage safety on the ground and in the air and especially respect the rules when ridge flying
- By keeping it clean before and after your flight
- Respect the landing rules, and radio calls at Sisteron: "Glider XX downwind, gear down, locked, checked"

## DAMAGE CAUSED TO THE CLUB'S EQUIPMENT OR EQUIPEMENT UNDER THE CLUB'S MANAGEMENT

In the event of damage caused by members, a participation may be billed to member (members) up to a maximum of 700€ if it is established that he/she (they) are responsible.

The 700€ participation is per member and per occurrence. If the damage has been caused by the member's negligence, this amount may be doubled.

Member's responsibility will be established by the Comity convened for this purpose.

## BRIEFING

The daily briefing is held each morning by the flight coordinator at the specified hour in the designated room. All pilots wishing to fly during the day *must* attend unless otherwise decided in common with the flight coordinator. The briefing will cover the days' soaring possibilities and weather forecast, flight safety, airspace restrictions, airfield traffic rules, allocation of club gliders, outlanding field conditions, QFU, time of expected first launch, time of expected last landing, sunset time, etc.

## BEFORE LAUNCHING, IN FLIGHT

Maneuver gliders to runway following the directions of the flight coordinator.

Each pilot must:

- Individually and conscientiously prepare his/her flight
- Be duly authorized by the flight coordinator for flying the Club glider on which he/she is to fly
- Fill out the gliders' T-card at the launch hut
- Place the T-card onto the "in-flight" board(\*) before takeoff (\*or any other system for the same purpose) ;
- Store the tail-wheel in the tail-wheel storage area;
- Monitor the appropriate radio frequency while in flight and make a situation report according to the current procedure;
- Fly within your personal limits and those set by the instructor/flight coordinator
- Respect all applicable current Official Flight Rules
- Immediately inform ACIS in the event of an outlanding or landing on another airfield

Pilots must immediately report any difficulties encountered while flying, and the Pilot in Command remains sole judge and is solely responsible for his/her decisions.

Low level passes are strictly prohibited.

## AFTER FLIGHT

- Go to the launch hut and enter landing time onto the gliders' T-card
- Place the T-card onto the "landed" board
- Remove tail-wheel from the tail-wheel storage area
- Wash the glider/airplane
- Lend a hand in maneuvering gliders back into the hangar at the end of the day. Hangaring gliders must be done under the supervision of an instructor / coordinator or a designated club member.
- Put covers back on gliders;
- Indicate any and all incidents, malfunctions and damage (even minor) by filling out the "fiche d'anomalie"
- Store the parachute with the harness side down and put battery on charge in the appropriate indicated area.

## CLUB OR CLUB-MANAGED TWO-SEAT GLIDERS - PILOT IN COMMAND

Two-seat gliders are destined for basic flight instruction, mountain flying instruction, and events organized by ACIS. They can however also be used by:

- Club pilots
- A licensed pilot and an instructor
- A club pilot with a passenger invited to fly occasionally.

The pilot in command must be clearly designated to the flight coordinator and the tow pilot on all two-seat gliders. This includes all Club gliders and all non-Club gliders.

Note : the Pilot in Command must have access to all flight controls.

In a two-seat glider, identification of which pilot is Pilot in Command can in no way be defined by the seat occupied by said pilot.

Flight expenses will be charged to one account only, usually the pilot in command. If this not the case, please refer to the flight-board paragraph hereunder. In the event of doubt, flight expenses will be invoiced to the Pilot in Command.

## INITIATION FLIGHTS (VI)

Only pilots meeting the requirements are authorized to carry out initiation flights.

Qualified pilots wishing to accomplish initiation flights, must be authorized by the Club, and declared to the Club insurers prior to flying.

VI-qualified pilots must check that they are on the « VI -authorized » pilot list before they perform a VI flight.

## AIRFIELD FLIGHT-LOG BOARD

The daily flight-log board must be correctly filled out with the names of the pilots, student pilots, flight instructors, or eventual passengers having flown in each flight, and eventually at the end of the entry in special cases, the name of the person to be charged for flight expenses.

No contestation concerning payment will be accepted if the daily flight-log board is not correctly filled out at the end of the days' flying.

## ON-BOARD DOCUMENTS

It is the pilot in command's duty to fill-out the aircrafts' log-book, and indicate any incidents. This must be accomplished following the instructions given in the folder located next to the appropriate storage area.

## AIRFIELD SECURITY AND SAFETY REGULATIONS

Airfield access, operations-area "Excerpt from the Prefectural decree LFNS"

- *All persons penetrating into the operations-area ("côté piste") of the airfield must be able to produce documents authorizing them this access, or be accompanied constantly by a currently authorized person.*

*Authorization is materialized by :*

- *For pilots, their valid pilot's license*
- *For air-club members, their valid club membership card*

*Driving of motor-vehicles on the operations-side of the airfield is strictly limited to assistance vehicles, safety and security vehicles, and vehicles towing gliders.*

*These vehicles must have a signed authorization supplied by the airfield manager, and be equipped with appropriate safety warning equipment, in particular, rotating beacon, two-way radio on the self-information frequency.*

*No vehicle may remain parked in the runway area ("aire de manoeuvre ") without surveillance.*

*Headlights, warning flashers, and rotating beacon must be activated during the entire time the vehicle is in the runway area.*

*All drivers and vehicles driving on the operations-area of the airfield must have automobile collision insurance for aircraft collision damage risk...*

## PRIVATE ZONE ZA31 (BIAGGI AND DELHAY HANGARS):

“Excerpt from the Prefectural decree LFNS”

*It is prohibited for all aircraft to taxi under power from the private zone ZA31 into the operations-area of the airfield, and from the operations-area of the airfield into the private zone ZA31. All aircraft transiting into or from the private area ZA31 must do so being pushed by hand, and/or towed exclusively through the apron (aire de traffic) area (except as specified hereunder)*

*Pushed and/or towed gliders may leave the runway area directly to enter the private area ZA31.*

## DRIVING AND PARKING OF AIRCRAFT, MOTOR VEHICLES, AND TRAILERS

The Club is not responsible for any incident or accident which may occur and/or be caused by parked and/or maneuvering vehicles, trailers, aircraft, and/or property. Responsibility lies with the perpetrator of the incident or accident. All owners of vehicles, aircraft, trailers must be insured with coverage of any and all damages he, his vehicle, and all persons driving /piloting, parking his vehicle/aircraft/trailer/other may cause within the airfield and the ZA31 private zone. It is the responsibility of the owner to insure his/her equipment has adequate coverage.

## USAGE OF THE CLUB'S AUTOMOBILES AND GOLF CARTS

The Club may dispose of an outlanding recovery vehicle reserved for Club gliders depending on the period. The usage of the Club vehicle is defined by the Board of Directors.

It is the responsibility of pilots flying cross-country to foresee and plan for their recovery after an outlanding : vehicle, trailer, insurance, driver, etc...

The Club's automobiles and golf carts are each dedicated to specific usages and must be used in accordance with the regulations defined by the Board of Directors.

## MAINTENANCE WORKSHOP

The workshop is maintained to be used by the Club for maintenance of the Club's airplanes, gliders, ground tow vehicles, and hangars. All other uses are subject to authorization by the workshop manager, or the flight coordinator. The workshop must be cleaned and tidied up at the end of each day and/or as soon as the maintenance operation is completed. Do not forget that this workshop is an aircraft maintenance facility.

Usage of tools, equipment, machinery of any kind is placed under the user's exclusive responsibility. Usage by any member therefore implies that such member is familiar with appropriate precautionary rules (even if safety instructions are not available in the workshop), that he/she has the necessary know-how and he/she has checked the state of the equipment prior to its utilization.

If in any doubt, do not use the equipment.

Terms of usage of the workshop for private aircraft are defined by the Board of Directors.

## GAS STATION

The airfield gas station is destined for the Club's private use only and its volume meter is not approved. Club members who wish to buy gas expressly accept the indications of the volume meter and renounce any dispute about the quantity of gas supplied as well as any recourse, of any nature whatsoever, both towards the Club or the owner of the station.

## CLUB-HOUSE

Use of the clubhouse is restricted to the Club members, their families, and their guests depending on available space. The Club reserves the right however to exclude usage by any person who is not a club member. The clubhouse must be cleaned inside and out immediately after each usage.

## BRIEFING ROOM AND PILOTS' ROOM

Use of these facilities is restricted to the Club members, their families, and their guests. The Club reserves the right however to exclude usage by any person who is not a club member.

## PROHIBITIONS, DISCIPLINARY COMMISSION, SANCTIONS

The Chief Pilot has authority to prohibit flight by pilots presenting a safety risk.

Repeated violations of the present rules (non-exhaustive), and serious misconduct including public verbal and/or written statements causing potential injury to the image and interest of the Club, will be sanctioned by official warning leading to potential exclusion from the club. At each violation and reprehensible event, the club member may be summoned before a Disciplinary Commission convened for this purpose and permitted to explain him/herself.

The commission will be composed of the Club President, instructors, and club members designated by the Club Board of Directors excluding parties implicated in the event being judged. The role of this commission is among others, to establish and enforce in-flight and on-ground safety rules to be observed by all Club members.

The commission also assesses and reports on accidents and incidents, and evaluates and defines the degree of responsibility of the pilots involved.

## REST

In the event your trip to Sisteron was a long one you are advised to take an appropriate rest before your first flight.

With the intention of minimizing accidents caused by excessive fatigue due to the accumulation of too many consecutive flights, flights lasting too long, the effects of aging, it is strongly recommended that pilots take a day of rest every 6 days of flight.

The Club's instructors may ground pilots flying club gliders who do not respect these indications.

## DOCUMENTS TRANSLATED BY CLUB

With the exception of made-available aeronautical manuals (such as flight manuals, pilot handbooks, maintenance manuals, repair manuals, etc.) supplied in manufacturer's language or English and approved by the E.A.S.A., whatever documents are supplied in non-French languages for whatever use, in whatever format by the Club, it is hereby stated that such documents are supplied only as a courtesy to our non-French speaking members.

In the event of any dispute concerning interpretation, solely the French version will be referred to as valid.

## APPLICABILITY

The present rules and regulations are applicable upon being adopted by vote during the Club annual meeting