

## RULES AND REGULATIONS

The following rules and regulations have been set out to make flying at *Winnipeg Aviation 2003 Ltd.* a safe and enjoyable experience for both the Pilot-in-Command (PIC) and students/passengers. While every attempt has been made to cover most situations, there cannot be a rule to cover every situation. Therefore, the PIC is expected to conduct all flights keeping in mind that safety is the overriding factor in all of his/her decision making.

- 1) At all times, flying shall be conducted in accordance with current Canadian Air Regulations (CARs).
- 2) All solo flying must be authorized by the Chief Flight Instructor (CFI) or his/her delegate and acknowledged by the student/renter pilot.
- 3) No aerobatics may be carried out in school aircraft unless authorized by the CFI.
- 4) All solo flying by unlicensed Student Pilots must be carried out within CYA 404(A) (refer to latest Winnipeg VFR Terminal Area chart for boundaries) or on the approved solo cross-country routes. Exceptions are at the discretion of the CFI or his/her delegate.
- 5) **Cross-country flights** and all landings away from the home airport, must be specifically authorized by the CFI or his/her delegate. Parked aircraft must be secured and tied down to prevent the aircraft from moving in high winds.

**For solo cross-country flights on a Student Pilot Permit (SPP) a copy of all navigation logs and ICAO flight plan forms shall be left with the dispatcher.**

**Licensed pilots shall complete a Flight Following/Rental Agreement form and leave it with the dispatcher.**

Flight Plans shall be filed for all cross-country flights unless the flight is a day trip of less than 100 n.m. and will conclude back at St. Andrews before close of normal business hours. **Round trip (contiguous) flight plans are not permitted** for any student (SPP or licensed) solo cross-country flights.

- 6) It is the responsibility of the PIC to ensure that all NOTAMs affecting the intended route of flight have been reviewed, and that all pertinent weather information has been gathered and assessed prior to departure, ensuring that the flight can proceed without interruption.
- 7) It is the responsibility of the PIC to ensure that the aircraft has been properly pre-flight checked, loaded and that weight and balance calculations have been completed and all weight and balance criteria have been met. It is the responsibility of the PIC to ensure all scheduled maintenance and time-limited items will remain current up until the conclusion of their flight back at home base. The PIC shall ensure that the aircraft is operated only in accordance with the manufacturer's Pilot Operating Handbook or equivalent.

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- 8) It is the pilot's responsibility to check that the fuel and oil is sufficient for the intended flight plus the **required reserve as per CARs of 30 minutes for day VFR or 45 minutes for night VFR.** Additionally, no aircraft will depart with less than two hours of fuel available, except in cases where less is required for Weight & Balance considerations.
- 9) In case of an emergency or unauthorized landing away from home base, the pilot shall immediately shut-down/secure the aircraft and contact the school. No attempt shall be made to take-off again without permission of the CFI or Director of Maintenance.
- 10) Safety harnesses/seat belts shall be worn at all times by all occupants while the aircraft is in motion.
- 11) Only the CFI or his/her delegate is permitted to hand-swing the propeller.
- 12) No aircraft may be started unless a competent person is at the controls and the aircraft is restrained from forward motion.
- 13) **Aircraft defects or unserviceabilities** shall be reported to the CFI or his/her delegate immediately after the flight. The CFI shall act in accordance with the Maintenance Procedures Manual. If the aircraft defect or unserviceability is such that the CFI feels that the airworthiness of the aircraft has been compromised, the aircraft will not be returned to service until released by the Person Responsible for Maintenance or his/her delegate. All aircraft defects and unserviceabilities shall be entered in the Journey Log by the person who discovered it as soon as practical, but at the latest, prior to the next flight. If the defect is discovered at the main base, this entry must be made under the supervision of an instructor or maintenance personnel.
- 14) **Solo low flying is prohibited!** All solo flights must be carried out at an altitude of 1,000 feet above ground (AGL) or more, except for the purposes of take-off or landing. For specific flight training exercises in the practice area, where authorized by a flight instructor, the absolute minimum altitude shall be 1,000' ASL (approximately 250' AGL) and the PIC shall refrain from passing over houses and livestock at low level.  
  
If adverse weather is encountered, safety will be the deciding factor when selecting an altitude at which to fly, and, if this is below 1,000' AGL, the pilot must report such occurrences to the CFI or delegate immediately after landing.
- 15) Pilots must fly a Winnipeg Aviation aircraft at a minimum every 60 days in order to maintain currency. Notwithstanding, the CFI or his/her delegate has the authority at any time to check the flying ability of any licensed pilot wishing to fly school aircraft and prohibit the pilot from conducting solo flights.
- 16) All aircraft engines must be stopped before passengers board or disembark from aircraft.

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- 17) Practice of simulated forced approaches may only be carried out after authorization from the CFI or his/her delegate, and only if the outside temperature is not below  $-15^{\circ}$  Celsius.
- 18) **Weather minima for Student Pilots: Day solo flights into the practice area** shall be a visibility of at least 10 statute miles and a ceiling of at least 2,000 feet AGL. **Solo circuits** require a ceiling of 1,300 AGL feet or higher and a minimum visibility of 5 statute miles. For **solo cross-country flights** a student pilot shall have a ceiling of at least 3,000 feet AGL and a visibility of at least 10 statute miles. These weather minimums shall be forecast to remain in effect for a period of  $\frac{1}{2}$  hour beyond the expected time of arrival back at St. Andrews airport.

Except when on an IFR flight plan, licensed pilots shall not depart the St Andrews Control Zone if the ceiling and visibility are classified as IFR (i.e., ceiling below 1,000' AGL or visibility less than 3 s.m.). Flight in the St Andrews Control Zone for circuits by licensed pilots is permitted if Special VFR (SVFR) is obtained. Exceptions are at the discretion of the CFI.

For dual flights the weather minima shall be SVFR or higher.

- 19) For **dual night circuits** the weather minima shall be VFR conditions. For **dual night cross-country**, the weather minima shall be a visibility of at least 10 statute miles and ceiling of at least 2,000' AGL. For **solo night circuits** the ceiling shall be at least 3,000' feet AGL and 5 statute miles visibility. For **student solo night cross-country**, where approved by the CFI, the minimum ceiling shall be 4,000' AGL and visibility shall be at least 10 statute miles. These weather minimums shall be forecast to remain in effect for a period of  $\frac{1}{2}$  hour beyond the expected time of arrival back at St. Andrews airport.
- 20) **I.F.R. TRAINING WEATHER REQUIREMENTS**

No training aircraft shall depart from any aerodrome in actual IMC (or if forecasted to be **IMC** within 1 hour after the proposed completion of the flight) unless, at the time of departure, an IFR flight plan has been filed, and the pilot in command is qualified to conduct such a flight. Any aircraft flying on an IFR flight plan must be certified for flight in **IMC** and must carry sufficient fuel to fly to any aerodrome that meets the approach and landing minima as published in the **CAP**. Furthermore, there must be an alternate aerodrome available that meets alternate minima at the expected time of arrival.

The weather at the aerodrome which is to be the intended aerodrome for landing after the training flight must be forecast to maintain at least **Special VFR** for the duration of the training flight plus 1 hour. Training flights may be conducted under actual **IFR** conditions provided that the forecast, for the period of the training flight, indicates that the ceiling and visibility shall be at least equal to the published minima in the **CAP**, plus an additional 200 ft and 1 mile visibility. All exceptions are at the discretion of the **CFI** or his/her delegate.

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- 21) **The temperature cut-off for student solo flying shall be -25° C.** For dual flights, the temperature cut off shall be -30° C. Continuous circuits will not be performed when the temperature is below -25° C. No flying will be conducted when the “feels like” wind chill value is below -35° C.

The Chief Flight Instructor or his/her delegate may refuse to rent aircraft to anyone if proper winter clothing is not worn and survival gear is not available.

- 22) **All snow, ice and frost must be removed** from the aircraft before the engine is started. A final check of critical surfaces shall be completed prior to take-off. The pilot may not take off in any aircraft where critical surface contamination of any type is present.
- 23) Any pilot may consult with the CFI or his/her delegate if any doubts or questions arise regarding the planned flight or intended route.
- 24) The **maximum crosswind component** for licensed pilots shall not exceed the Demonstrated cross-wind component as published in the aircraft operating manual. Maximum crosswind component for ab-initio students shall not exceed 10 knots at 90 degrees. Exceptions are at the discretion of the CFI or his/her delegate.
- 25) **Securing Aircraft.** It is the PIC’s responsibility to ensure that the aircraft is secured after each flight. This shall include installation of control locks and gust locks after each flight (or harnessing the control column with seat belts), use of wheel chocks as required and for extended periods of downtime (overnight) the use of tie down straps must be considered.
- 26) NO person shall be in control of a Winnipeg Aviation aircraft if having consumed or used Cannabis, including any product containing CBD or THC, within the last 30 days.

Note: Additional rules and regulations are available upon request for Aerobatic flight training and rental.

Student/Renter Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_