

**EDMONTON FLYING CLUB
GENERAL RULES AND REGULATIONS**

The flying orders are a set of rules and regulations that apply to the general operations of the Edmonton Flying Club. The following orders are applicable to all members and staff:

1. All flying shall be conducted in accordance with the Canadian Aviation Regulations (CARs), as amended, A.I.M Canada and with all other pertinent information issued from time to time by Transport Canada. Flying operations shall comply with the conditions of the Transport Canada Licenses and Transport Canada Flight Training Unit Operating Certificate issued and in force.
2. Aircraft will be available only to Members in **good standing** of the Edmonton Flying Club.
3. All solo flying in Club aircraft must be authorized in accordance with all Edmonton Flying Club procedures.
4. No stalls, spins or aerobatic maneuvers are permitted in Club aircraft while carrying passengers.
5. Landings on airfields with **gravel strips are strictly prohibited**, except when the Pilot-In-Command is an EFC staff instructor conducting flight training. Paved airports or strips, which are snow and/or ice covered, are not to be used by Club aircraft. Grass strips are only to be used with **prior authorization** by the General Manager or CFI.
6. All solo flying by unlicensed Club Member pilots must be carried out within the specified radius of the airport authorized by the Chief Flying Instructor or his designate.
7. The Manager, CFI or designate must be notified of all cross-country flights and all landings at airports other than the designated home airport. Exceptions: a suitably qualified instructor may authorize student training cross-countries on specified routes.
8. In case of an emergency or unauthorized landing away from home base, the Pilot shall immediately contact the Club, giving all particulars of the cause of the landing and its location and shall not attempt to take off again without the permission of the Manager, CFI or his designate. *Refer to Flying Order No.10.*
9. If an aircraft has accumulated snow, ice or frost, all traces must be removed before attempting a take-off.
10. When arriving and/or departing from the West Practice Area (WPA), a listening watch is to be maintained on 122.75. On cross-country flights use 126.7 when well established on course.
11. Pilots renting Club aircraft for local or cross-country VFR flights shall ensure that VFR weather conditions exist and are forecast to remain VFR throughout the duration of the trip with minimum ceilings enroute to be at least 1,500 AGL and visibility is at least 6sm or more. *Refer to Flying Order #9.*

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12. No Member shall be permitted to fly Club aircraft under Special-VFR conditions at night, unless he/she holds a valid instrument rating.
13. Members who hold a valid Pilot's License and are familiar with procedures, rules and regulations, may fly under Special-VFR weather conditions during daylight hours providing they adhere to Club rules and the CARS.
14. When a Flying Member comes to the Club for a flight, he/she ***must have with him/her: pilot license, current medical certificate (without this medical certificate the license is not valid), log book and current membership.*** The Member must comply with established solo flight requirements; these are covered in detail in the aircraft proficiency requirements. *Refer to Flying Order No.3*
15. All charges shall be paid for ***in advance of, or immediately following any flight,*** unless credit arrangements are made with the Manager or his designate. On all accounts, there will be a ***service charge of 1.5% per month or 19.6% per annum.***
16. It is the Pilot's responsibility to see that loose articles are removed from or secured in the aircraft and that fuel and oil sufficient for the intended flight plus the required safety reserve is aboard before take-off. It is EFC policy for aircraft to take as much fuel onboard as weight & balance restrictions will allow.
17. Safety harnesses or seat belts must be properly fitted and secured at all times while an aircraft is in motion on the ground or in the air.
18. No Member shall be permitted to fly a Club aircraft while under the influence of liquor, drugs or medication capable of impairing his/her ability, nor shall a Member be permitted to carry in a Club aircraft a passenger who is under a similar influence.
19. All Members shall acquaint themselves with the position of the fire extinguishers in each aircraft and method of using it.
20. No aircraft shall be started unless a competent person is at the controls and the wheels are suitably restrained from forward motion.
21. Any unserviceability or unusual landing strains must be recorded directly in the Journey Log Book for each aircraft and the Instructor (if the member is a student) and Dispatcher must be notified immediately.
22. All aircraft engines must be stopped before passengers board or alight from the aircraft.
23. **The Chief Flying Instructor has the authority to check the flying ability of any licenced Club Member wishing to fly aircraft. Such checks may include a request that the Member Pilot demonstrate their ability to competently handle the Club aircraft under existing conditions.**

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24. Solo low-flying is prohibited. All solo flights must be carried out at an altitude of at least 1,000 feet AGL except when taking off or landing. If a pilot encounters bad weather, safety will be the deciding factor in selecting an altitude at which to fly and if this is below 1,000 feet, the Pilot must report it immediately after landing.
25. No Member shall be permitted to fly Club aircraft in mountainous areas unless he/she has had a mountain check, the weather is suitable and the ceilings are at least 2,000 feet AGL and the visibility is at least 6 miles or more. *Refer to Flying Order No.9.*
26. All taxiing will be done slowly and with due regard to safety. Aircraft must always be stopped a safe distance from the hangar or building and aircraft engines must never be started or run in a hangar.
27. After-Hours Returns - Pilots returning aircraft after Club hours shall ensure that their aircraft has been parked in a suitably sheltered area of the ramp - preferably near the corner of the ramp entrance door and hangar door. The aircraft shall be properly chocked and secured, with the documents locked inside the aircraft and the keys placed inside the mailbox near the small entrance door to the hangar. *Refer to Flying Order No.9 & No.13*
28. In the event that any aircraft or equipment of the Edmonton Flying Club is ***damaged or destroyed because of the failure of any member of the Club to observe EFC, TC, or any applicable jurisdiction's rules, then the General Manager may determine that the person in default be required to reimburse the Edmonton Flying Club for all or part of its loss so caused.*** *Refer to Flying Order No.10.*