Five Steps to a Safe Flight

1. Pilot/Aircraft Data Card - Approved & Current
2. Flight Plan/Flight Following Initiated
3. PPE in Use When Required
4. Pilot Briefed on Mission & Flight Hazards
5. Crew & Passenger Briefing to include:
   - Aircraft Hazards
   - Seat Belt & Harness
   - ELT & Survival Kit
   - First Aid Kit
   - Gear & Cargo Security (Not Under Seats)
   - Fire Extinguisher
   - Fuel & Electrical Shutoff
   - Oxygen Equipment
   - Emergency Egress
   - Smoking
Remember!
To report an aircraft accident call: 1-888-4MISHAP (1-888-464-7427)

File a SAFECOM to report any condition, observance, act, maintenance problem, or circumstance which has potential to cause an aviation-related accident.

Anyone can refuse or curtail a flight when an unsafe condition may exist.

Never let undue pressure (expressed or implied) influence your judgment or decisions. Avoid mistakes, don’t hurry!
Twelve Standard Aviation Questions That Shout “Watch Out!”

1. Is this flight necessary?
2. Who is in charge?
3. Are all hazards identified and have you made them known?
4. Should you stop the operation on the flight due to change in conditions?
   - Communications
   - Weather
   - Confusion
   - Turbulence
   - Personnel
   - Conflicting Priorities
5. Is there a better way to do it?
6. Are you driven by an overwhelming sense of urgency?

OAS-161 (07/18)
7. Can you justify your actions?
8. Are there other aircraft in the area?
9. Do you have an escape route?
10. Are any rules being broken?
11. Are communications getting tense?
12. Are you deviating from the assigned operations of the flight?

Anyone can refuse or curtail a flight when an unsafe condition may exist. Never let undue pressure (expressed or implied) influence your judgment or decisions. Avoid mistakes, don’t hurry!
SIX STEP Egress Procedures

1. Survivor
2. Unplug
3. Open Door: Brace
4. Wait for violent motion to stop: Sit Up
5. Clear exit: Reference Point
6. Release seat belt: Exit

“If you see something, say something”
Flight Preparation

Is a flight plan in place?
Have you received a mission and aircraft briefing?
Do you know the location of the aviation life support equipment? How would you get to it?
Are you prepared for extreme weather conditions?
Are survival items accessible on your person?
Have you planned your primary and secondary egress routes?
Are you proficient at opening the door and releasing your seat belt?
# Aviation Operations Checklist

**IF YOU ANSWER NO TO ANY OF THE FOLLOWING, STOP, RE-EVALUATE**

## Pre-Operation Planning

### Project Aviation Manager and Flight or Helicopter Manager
- [ ] Yes  **Approved/Signed/Current** Aviation Management Plan?
- [ ] Yes  **Approved/Signed/Current** Project Aviation Safety Plan (PASP)?
- [ ] Yes  Operational Risk Assessment completed?
- [ ] Yes  Flight hazard map reviewed and flight hazards identified?
- [ ] Yes  **Approved/Signed/Current** Mishap Response Plan?

**Management Approval:**
- [ ] Yes  Acceptable risk?
- [ ] Yes  Pilot/crewmembers in compliance with training requirements?
- [ ] Yes  Aviation Life Support Equipment (ALSE)?

## Operation Briefing and Preflight Plan

### Flight or Helicopter Manager and Pilot/Flight Crew
- [ ] Confirm all personnel have introduced themselves by name, qualification and role.
- [ ] Confirm all mission objectives, strategies and tactics clear.

**Is the Weather Forecast Within Limits:**
- [ ] Yes  Winds?
- [ ] Yes  Visibility within minimums?
- [ ] No  Icing conditions possible?  [ ] Mitigations and equipment planned.

**Essential Considerations to Manager:**
- [ ] Yes  Aircraft/Pilot approved for each special use mission and current?
- [ ] Yes  Pilot and crew flight time/duty day requirements within limits?
- [ ] Yes  Pilot briefed on mission and inherent hazards?
- [ ] Yes  Performance Planning Complete?
### Operation Briefing and Preflight Plan (continued)

#### Essential Considerations To Pilot:
- [ ] Yes  Preflight responsibilities fulfilled?
- [ ] Yes  Flight Following procedures established?
- [ ] Yes  Load calculation/weight and balance calculation completed?
- [ ] Yes  Frequencies obtained?
- [ ] Yes  Flight plan filed?
- [ ] Yes  Pilot expectations communicated?

#### All Personnel Review Including Pilot:
- [ ] Yes  Project Aviation Safety Plan (PASP)?
- [ ] Yes  Flight Hazard Map?
- [ ] Yes  Operational Risk Assessment?
- [ ] Yes  Mishap Response Plan?

#### Passengers and Cargo:
- [ ] Yes  Hazardous materials properly planned for?  
  - N/A
- [ ] Yes  Safety briefing conducted for all passengers?
- [ ] Yes  Passenger and cargo manifest completed?
- [ ] Confirm all users aware that anyone may terminate a flight if an unsafe condition is perceived to exist.

*IF YOU SEE SOMETHING SAY SOMETHING*

### During Operation

#### All Personnel

#### Essential In-Flight Discipline For All Personnel:
- [ ] Yes  Flight Following procedures being conducted?
- [ ] Yes  PPE and ALSE being utilized and available?
- [ ] Yes  Flight hazard map being utilized?
- [ ] Yes  High reconnaissance flight to identify wires/obstacles that are on the flight hazard map.  
  - N/A

*IF YOU ANSWERED NO TO ANY OF THE ABOVE, STOP, RE-EVALUATE*
HELIICOPTER PASSENGER BRIEFING

Pilot or designated Helitack must brief all passengers prior to flight

1. **Personal Protective Equipment:** (See IHOG Chart 9-1 for requirements)
   - Nomex Clothing (long-sleeved shirt & pants, or flight suit)
   - Approved Helicopter Flight Helmet, or (for fire crew transport only, per IHOG chart 9-1) hardhat
   - All-Leather Boots
   - Hearing Protection
   - Nomex and/or Leather Gloves
   - Survival Equipment as applicable (PFD, etc.)

2. **NO Smoking:** In or around aircraft

3. **Approach and departure:**
   - Stay clear of landing area during approach/departure
   - Always approach/depart from the down slope (lower) side as directed by Pilot/Helitack
   - Approach/depart helicopter in a crouch position, do not run
   - Keep in pilot’s view at all times
   - Do not reach up or chase after loose objects
   - Never go near the tail of the helicopter

4. **Tools and Equipment:**
   - Secure light/loose items awaiting transport
   - Assign personnel for carrying tools/equipment to/from helicopter
   - Carry tools/long objects parallel to the ground, never on shoulder
   - All tools and equipment loaded/unloaded by qualified personnel
   - Portable Radios turned off
   - Never go near the tail of the helicopter

5. **Helicopter Doors:** Location and how to operate
6. **In-Flight Discipline:**
   - Follow pilot instructions
   - Loose items inside of aircraft secured and manageable
   - All baggage secured in aircraft or cargo compartment
   - No movement inside aircraft once seated
   - Never throw any object from the helicopter
   - Keep clear of the flight controls at all times
   - Unbuckle only when directed to do so by Pilot or Helitack
   - Wait for Helitack personnel to open/close doors
   - Know location of first aid kit, survival kit, fire extinguisher, ELT (Emergency Locator Transmitter) fuel and battery shut-off switch location and operation

7. **In-Flight Emergency Procedures**
   - **Emergency Exits:** Location and how to operate
   - Follow instructions of Pilot/Helitack personnel
   - Snug seat belt and shoulder harness; secure gear
   - **Emergency Seating Position WITH SHOULDER HARNESS (four point OR single diagonal strap):** sit in full upright position with head and back pressed against seat and use arms to brace in position. If time permits and so equipped, lock the inertial reel
   - **Emergency Seating Position WITH LAP BELT ONLY:** bend over as far as possible and wrap your arms around your legs
   - Move clear of the aircraft only after rotor blades stop or when instructed by the pilot or helicopter crew
   - Assist injured personnel
   - Assess situation, remove first aid kit, survival kit, radio, ELT and fire extinguisher. Render first aid. Attempt to establish contact