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AIR FORCE HEADQUARTERS



CADETS BRANCH - AIR FORCE

STANDING INSTRUCTION OPERATIONS 3-1

OPERATION OF GLIDERS

Version 4.0

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OPERATION OF GLIDERS

References:

- A. Approval to Operate, dated 27 May 16.
- B. Statement of Operating Intent, dated 11 Jul 16.
- C. Gliding Federation of Australia - Operational Regulations, Manual of Standard Procedures (MOSP) Part 2, Operations and Manual of Standard Procedures Part 3, Airworthiness.
- D. AAFC Aviation Safety Management Plan (ASMP), dated 01 Nov 13.
- E. AAFC Manual of Aviation Operations, AL-01, dated 01 Sep 15.
- F. AAP 8000.011 Defence Aviation Safety Regulations, dated 30 Sep 16.
- G. AAP 6734.001 Defence Aviation Safety Manual, AL6 dated 13 Oct 16.
- H. AC SI (OPS) 01-16 - Aviation Risk Management, dated 8 Sep 16.
- I. CB-AF SI (LOG) 03-51 Glider Maintenance and Repair, dated 14 Nov 16.
- J. CB-AF SI (OPS) 04-04 Wearing of Parachutes in AAFC Gliding Activities, dated 28 Oct 16.

INTRODUCTION

1. The Air Force has acquired a fleet of 22 gliders for operation by the Australian Air Force Cadets (AAFC) to conduct air experience, pilot experience, and flying training flights.

AIM

2. Air Force gliders are certified in the utility class under the Gliding Federation of Australia (GFA) and are to be operated in accordance with Civil Aviation Safety Authority (CASA) and Gliding Federation of Australia (GFA) regulations. Cadets Branch – Air Force (CB-AF) will also impose additional requirements to meet Air Force airworthiness requirements. This Standing Instruction (SI) forms part of these additional requirements.

AUTHORITY

3. The AAFC are to operate Air Force gliders under the authority of reference A and in accordance with reference B. The AAFC are to ensure all aspects of their glider operations comply with GFA regulations, rules and procedures, including the documents at reference C. The AAFC are to ensure they are compliant with their own rules and procedures at references D and E. The AAFC is also to comply with all CB-AF issued regulations, instructions, rules and procedures regarding flying operations. CB-AF will ensure that such documentation is compliant with references F through H. In the Australian Defence Force (ADF) Airworthiness system, Director-General Cadets-Air Force (DGCADETS-AF) is nominated as the holder of the Military Aviation Operations Certificate (MAOC) for AAFC glider operations and other AAFC aviation activities. As the Military Air Operator (MAO), under the Authorisation Requirements for Air Operations (ARO) 55 of reference F, he has the authority to suspend any aspect of AAFC flying operations. This is in situations “where an emergent risk compromises the continuing airworthiness of aircraft and/or safe flight operations.”

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SCOPE

4. This SI applies to all aspects of the operation of gliders (both Air Force and civilian) by the AAFC and covers:
- a. Command and management.
 - b. Categorisation and training.
 - c. Flying and aircraft operations.
 - d. Operations support.
 - e. Flying safety.

COMMAND AND MANAGEMENT

Authority to Operate

5. At reference A, the Defence Aviation Authority (DAA) signed the Approval to Operate. This approval is in addition to the required GFA approval for AAFC affiliated gliding clubs (AAFC Aviation Squadrons) to operate gliders.

Airworthiness

6. DGCADETS-AF, will discharge his airworthiness oversight responsibilities by the following:
- a. **Operational Airworthiness.**
 - (1) **Regulatory framework.** Air Force gliders are to be operated in accordance with the regulations, orders, procedures and instructions published by the following organisations, in order of precedence:
 - (a) CASA.
 - (b) Original Equipment Manufacturer (OEM) documentation.
 - (c) GFA.
 - (d) Air Force.
 - (e) AAFC.
 - (2) If there is a conflict between these documents, the issue is to be referred to CB-AF for resolution.
 - (3) **Training.** CB-AF will provide supplemental training documentation to safely operate Air Force gliders. Documentation under development includes a glider pilot training curriculum.

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- (4) **Airworthiness review.** CB-AF will participate in periodic reviews of airworthiness to meet ADF airworthiness requirements.
- (5) **Audits.** CB-AF and/or AAFC will conduct biennial compliance audits (to be conducted, as far as practicable, concurrently with GFA operational safety audits) on all AAFC affiliated GFA gliding clubs (AAFC Aviation Squadrons). These audits will ensure AAFC Aviation Squadrons are complying with all CB-AF Orders, Instructions and Procedures (OIP) on glider operational and technical airworthiness requirements. The checklist for this audit is at annex A. A report following the audit will be completed within two weeks and forwarded to the distribution list contained in the audit checklist.
- (6) **Monitoring of AAFC gliding activities.**
 - (a) CB-AF will monitor all service provider conducted gliding activities to ensure all CASA, GFA, CB-AF and AAFC requirements are being met.
 - (b) AAFC National Manager Flight Training Operations and Standards (NMFTOS-G), will review all AAFC conducted gliding activities to ensure the AAFC are meeting all CASA, GFA, CB-AF and AAFC requirements.
- b. **Technical Airworthiness.** Reference I details the repair, engineering and configuration management requirements for Air Force gliders.
- c. **Maintenance and Logistics.** Reference I details the maintenance and logistical support requirements for Air Force gliders.

Air Force and AAFC roles and responsibilities

7. **Air Force.** Roles and responsibilities for Air Force with respect to AAFC aviation are:
 - a. **DGCADETS-AF.** DGCADETS-AF will discharge the responsibilities of a Military Air Operator in accordance with reference F.
 - b. **Deputy Director-General Safety, Operations and Airworthiness.** DDGSOA is responsible for the oversight of AAFC flying safety, aviation activities and airworthiness. The GFA may invite DDGSOA to attend any of their meetings.
 - c. **Director of Cadet Operations – Air Force.** DCDTOPS-AF is responsible for the oversight of all AAFC aviation activities.
 - d. **Staff Officer – Airworthiness.** SOAW is responsible for the operational airworthiness oversight of all AAFC aviation activities.
 - e. **Branch Aviation Safety Officer.** The BrASO is responsible for managing the operation of the CB-AF Aviation Safety Management System (ASMS) and oversight the AAFC's ASMS. It is optional for the BrASO to attend the GFA Safety Panel.

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- f. **Officer in Charge Maintenance Control Section (OIC MCS).** OIC MCS is responsible for maintaining the Technical Airworthiness of Air Force gliders. OIC MCS is the CB-AF and AAFC technical delegate to the GFA Airworthiness Panel.
 - g. **Air Force Liaison Officers.** AFLOs are responsible for the non-operational oversight of aviation activities within their region.
8. **AAFC.** Roles and responsibilities for AAFC aviation positions as defined in the Manual of Aviation Operations are:
- a. **Director of Aviation Operations.** AAFC DAO manages the Aviation Operations Directorate (AOD) and is responsible for the oversight of AAFC safety, operations and airworthiness within the AAFC.
 - b. **National Aviation Safety Manager.** NASM is responsible to CDR AAFC and AAFC DAO for the management of the AAFC ASMS. NASM represents CB-AF and the AAFC on the GFA Safety Panel. It is optional for the NASM to attend the GFA Operations Panel.
 - c. **National Manager Flight Training Operations and Standards (NMFTOS-G).** NMFTOS-G is responsible to DGCADETS-AF, CDR AAFC and AAFC DAO for the operational airworthiness of AAFC gliding operations and the delivery of gliding operations nationally. NMFTOS-G is the CB-AF and AAFC delegate to the GFA Operations Panel and has the same authorities as a RMO as per the MOSP but must work with the Regional RMO on matters concerning AAFC gliding within that RMO's delegated region.
 - d. **Wing Officers Commanding.** Wing OCs are responsible to CDR AAFC for the safety and management of the non-operational aspects of aviation activities.
 - e. **Commanding Officers (COs) Aviation Squadrons.** COs of Aviation Squadrons are responsible to the DAO and NMFTOS-G for the safe delivery of gliding activities within their Wing.
 - f. **Chief Flying Instructor – Gliding (CFI-G).** The CFI-G's role is to ensure that all PICs at an Aviation Squadron satisfactorily maintain operational and training standards in accordance with GFA, CB-AF and AAFC requirements. CFI-Gs are responsible to NMFTOS-G and their GFA Regional Manager, Operations (RMO) for the conduct of gliding operations in accordance with GFA MOSP Part 2. CFI-Gs of Aviation Squadrons are additionally responsible to Aviation Squadron COs for non-operational and general AAFC management aspects.

Glider registration and allocation

9. The Commonwealth of Australia (through CB-AF), has an Aviation Reference Number of 825185 and a GFA affiliation identification of ORG0274. CB-AF is the registration holder and the registered operator of all Air Force gliders. The GFA MOSP 3 details the responsibilities of the registered operator.

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10. DDGSOA, in consultation with CDR AAFC and DAO, will allocate gliders to the AAFC throughout Australia based on the size of the local AAFC Wing and the resources available to allow a sustainable rate of effort.

Use of gliders to support the Australian Defence Organisation (ADO).

11. At the discretion of DDGSOA, Air Force gliders may be used to support any Defence organisation.

Use of Air Force gliders for AAFC activities

12. AAFC DAO is to ensure that Air Force gliders are operated in accordance with either of the following two constructs:

- a. As part of an AAFC GFA affiliated gliding club (AAFC Aviation Squadrons).
- b. Under exceptional circumstances, with a non-AAFC GFA affiliated gliding club (civilian gliding clubs).

13. AAFC DAO is to advise CB-AF when Air Force gliders are planned to be operated with a non-AAFC GFA affiliated gliding club. Under these circumstances, Air Force gliders are to be operated as follows:

- a. Air Force gliders are only to be used to support Defence and AAFC aviation activities, and
- b. All aspects of this SI apply, particularly with respect to crew requirements.

Use of privately owned gliders for AAFC activities

14. Privately owned gliders may be cross-hired to support AAFC gliding activities provided they are registered with a current Form 2 inspection, comply with Manual of Aviation Operations requirements (including appropriate insurance coverage) and the following operational provisions of this instruction are complied with:

- a. The medical requirements in paragraph 18 and annex C.
- b. The crew requirements in paragraphs 22 and 23.
- c. The requirements and procedures described in paragraphs 25 - 28 inclusive.
- d. The operational restrictions in paragraphs 29 a, d, e, f, h, j, k, l, and m.
- e. The ground handling and hangaring provisions in paragraphs 34 to 37 inclusive.
- f. Aircraft refuelling procedures described in paragraph 44.

Record management

15. AAFC DAO is to maintain the following records as a minimum:

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- a. **Instructors.** Details of AAFC personnel (uniformed and civilian) who instruct on Air Force gliders, including:
 - (1) Flying qualifications and currency.
 - (2) Medical status.
- b. **Training.** Details of AAFC personnel (uniformed and civilian) who have completed the following training:
 - (1) ASK 21 engine training.
 - (2) Propeller safety training.
 - (3) Parachute training.
 - (4) Air Force trailer towing endorsement.
 - (5) Glider tow-out endorsement.
- c. **Ground Support Equipment (GSE).** A schedule for maintenance of glider GSE and details of any maintenance carried out.

Reporting requirements

16. AAFC DAO is to forward a report on each Air Force glider to CB-AF in February, May, August and November of each year. Report details are at annex B.

CATEGORISATION AND TRAINING

17. Personnel operating Air Force gliders are to sign on a monthly basis as having read these SIs. All PICs operating Air Force gliders are to be assessed as proficient and current on the aircraft as follows:

- a. Training and qualifications are to be in accordance with the GFA promulgated curriculum, noting that CB-AF and AOD AAFC may provide supplementary training.
- b. Personnel are to be assessed as proficient by qualified gliding instructors in accordance with GFA standards before being authorised to fly solo. Note there are additional restrictions on who can authorise solo flights in paragraph 28.
- c. Gliding instructors are to have a valid instructor rating and meet the recency requirements in accordance with the GFA MOSP Part 2.

18. Personnel flying as PIC of a glider for all AAFC gliding activities are to be assessed as medically fit in accordance with annex C. The nominal maximum age for a PIC for all AAFC gliding activities glider is 70 years. DGCADETS-AF can approve personnel aged 70 years or older to fly as PIC if requested by their CFI-G and endorsed by NMFTOS-G. DGCADETS-AF requires all AAFC gliding PICs 70 years and older to complete and pass an annual CASA Class II medical.

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19. To ensure standardisation and transferability of training of AAFC members, AAFC Records of Training are to be maintained for each pilot, including:

- a. Competency Based Training (CBT) assessments of performance for each flight;
- b. hours flown;
- c. training completed; and
- d. qualifications achieved.

FLYING AND AIRCRAFT OPERATIONS

Approvals

20. All AAFC gliding activities involving Air Force gliders must be approved as per the normal activity approval process in CadetOne.

21. In addition to the requirements set out in GFA MOSP Part 2 Operations 9.3.6, CB-AF is the approving authority for Air Force gliders to operate from a particular airfield. Any decision by CB-AF on the suitability of an airfield will be done in consultation with NMFTOS-G and the relevant GFA RMO. COs and CFI-Gs are not to operate from an airfield without written approval from CB-AF. The criteria to be used by CB-AF to determine the suitability of an airfield will include as a minimum; runway dimensions and surface construction, obstructions on departure and approach flightpaths, suitable airspace available, traffic density and suitable airside facilities to support AAFC glider operations. A list of CB-AF approved airfields for AAFC gliding operations using Air Force gliders is at annex D.

Crew requirements

22. **GFA requirements.** CFI-Gs are to ensure that all personnel flying in Air Force gliders comply with the membership and pilot qualification requirements of the GFA.

23. **Air Force requirements.** Due to the requirements of the Defence Insurance Office, only the following personnel are authorised to fly in Air Force gliders without CB-AF approval:

- a. ADF members including reservists.
- b. ADF Cadets, Officers of Cadets and Instructors of Cadets.
- c. Civilian instructors who provide volunteer service to the AAFC and who are registered on CadetOne and/or on the relevant activity nominal roll.

24. **Carriage of other personnel.** CB-AF may approve the carriage of personnel in Air Force gliders who are not detailed in paragraph 23. This includes GFA personnel conducting operations safety audits, instructor checks and post-maintenance evaluation flights. A request for carriage of such personnel is to be forwarded to CB-AF at least one week prior to the proposed flight.

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25. **Briefing requirements.** Personnel who are to be taken on a flight in an Air Force glider are to receive a thorough pre-flight brief on the cockpit features, emergency procedures and parachute use. Particular attention should be paid to the different canopy opening mechanisms used in both Air Force gliders.

26. **Flying clothing.** Crew flying in Air Force gliders are to be appropriately dressed in consideration of the weather conditions, their visibility on the ground, protection from the sun and comfort in the cockpit. Furthermore, when flying in self-launching gliders, crew should consider the possibility of fire due to the carriage of fuel, in particular they should avoid wearing clothing containing highly flammable material such as nylon. Clothing should also facilitate containment or avoidance of loose and foreign objects in the cockpit.

Pre-flight procedures

27. **Daily briefings.** A daily briefing is to be carried out before the commencement of operations, outlining (as a minimum):

- a. Weather; including wind, turbulence, visibility, cloud and meteorological hazards.
- b. Notices to Airman (NOTAMS).
- c. Airspace restrictions and operational ceilings.
- d. Significant known traffic.
- e. Airfield serviceability and airfield operational procedures and restrictions.
- f. Any potential air or ground hazards.
- g. Fatigue, heat stress and hydration risks.
- h. Aircraft serviceability.
- i. Ground movements and ground safety requirements.
- j. Any mitigation of the hazards identified above in accordance with the relevant Safety Management System (SMS) and/or Risk Assessment and Management Process (RAMP).

28. **Flight authorisation.** AAFC DAO is to ensure that the CFI-G and flying supervisors in all AAFC Wings are aware of their responsibilities for flight authorisation. Each flight is to be authorised as follows:

- a. Instructional flights in accordance with the GFA curriculum or Pilot Experience (PEX) flights are to be authorised by the CFI-G or Duty Instructor (DI). CFI-G authorisation is required for deviations from the curriculum.
- b. Cadet and staff first solo flights are to be authorised by the CFI-G or delegated DI who is required to be a Level 2 Instructor in accordance with GFA MOSP Part 2.

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- c. After first solo, cadet and staff solo flights are to be authorised by a minimum Level 2 instructor.
- d. Post-maintenance evaluation flights are to be authorised by the CFI-G or DI. The flight profile for these flights is strictly limited to that necessary for post-maintenance evaluation.
- e. Instructor currency flights are to be authorised by the DI.
- f. The CFI-G can approve self authorisation for aircraft transit or non-instructional flights within the construct of reference B.

Operational restrictions

29. **General restrictions.** The following restrictions apply to flights in all Air Force gliders:

- a. Air Force gliders are primarily used to deliver air experience, pilot experience and flying training flights. Other activities, such as GFA approved competitions, require CB-AF approval.
- b. CB-AF approval is required if a glider is to be used in a flying display.
- c. CB-AF approval is required if a glider is to be used as a static display at any public event.
- d. COs, CFI-Gs and DIs operating from military airfields must ensure that all PICs have a thorough understanding of the Base Aerodrome Manual. All PICs must comply fully with any instructions in the Base Aerodrome Manual that pertain to gliding operations.
- e. The maximum wind speed for glider operations is 20kts. This includes rigging and de-rigging gliders.
- f. Air Force gliders are not permitted to be used above 10 000' AMSL without CB-AF approval.
- g. As per paragraph 31. f., all Air Force gliders are required to have a serviceable transponder for all flights. This requirement applies in every class of airspace and may only be waived by CB-AF in exceptional circumstances. In addition to having a serviceable transponder, the transponder must be switched on for all flights.
- h. Reference J details the requirements for wearing of parachutes in AAFC gliding activities.
- i. Air Force gliders are equipped with Flight Data Loggers, FLARM and DITTOLOG, which record flight data that can be used to determine aircraft utilisation and for post accident or incident analysis. The following applies:

(1) Flight without serviceable data recording equipment requires CB-AF approval.

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- (2) Data files are not to be deleted without CB-AF approval.
 - (3) The CFI-G may approve access to flight data for operational reasons and the reporting of flying hours to CB-AF.
 - (4) AAFC personnel may be required to send copies of data files to CB-AF and/or the AOD.
 - (5) In the event of an accident or incident, the Flight Data Logger is to be quarantined until the information is downloaded by a person approved by CB-AF. Authorisation for access to the information for a safety investigation can only be given by CB-AF.
- j. The following flight time limitations are to be adhered to:
- (1) All pilots are to have a minimum of 10 consecutive hours of crew rest before each day of a flying activity.
 - (2) All pilots are to have one day of crew rest in each 10 day period.
 - (3) All pilots are to be rostered for a maximum of 11 hours duty for each day of a flying activity. The duty period is the period from the time at which a pilot commences any duty associated with flying operations until all duties associated with those flying operations are ceased.
 - (4) All pilots are to fly a maximum of eight hours for each day of a flying activity.
 - (a) CFI-Gs can extend this limitation to a maximum of 10 hours flying in a day where the activity is a single cross-country flight.
 - (b) CB-AF Operations can approve an extension beyond a maximum of 10 hours flying for each day of a flying activity.
 - (5) All pilots cannot be rostered and/or fly in excess of:
 - (a) A maximum of 90 hours of duty each fortnight.
 - (b) A maximum of 900 hours of flying each 365 consecutive days.
 - (c) A maximum of 100 hours of flying in 30 consecutive days.
 - (d) A maximum of 30 hours of flying in seven consecutive days.
 - (6) Notwithstanding the above guidance, individual aircrew must assess their own fitness for flying duties based on their personal situation.
- k. Hand-held cameras, including smart phones and tablets, may not be carried in the aircraft whilst on solo flights.

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- l. Low Level Finishes:
 - (1) are only to be flown where they form part of a competition or as part of training for a competition and are prohibited at any other time. As per paragraph 29. a, prior CB-AF approval is required for use of Air Force gliders in competitions;
 - (2) are to be authorised by the CFI-G; and
 - (3) can only be be flown by pilots holding a Low Level Finish endorsement in accordance with the MOSP Part 2.

- m. Final approach and sideslipping:
 - (1) In accordance with DG 1000S Flight Manual 4.5.3 and ASK 21 Flight Manual 4.5.5:
 - (a) The preferred technique for controlling a normal approach for landing is to use airbrake. When high on final approach it is preferred that a higher airspeed (nominally 80 kts) with full airbrake is used until a normal glide path is achieved or at 100 feet AGL (whichever is the higher), at which point a standard final profile should be flown, accepting the resulting touch down point from that height.
 - (b) If the preferred technique detailed above cannot be affected, instructors can use sideslip if required, with recovery to be initiated in time for the aircraft to be stabilised on a normal profile by no lower than 100 feet AGL, accepting the resulting touch down point from that height.
 - (c) The airspeed indicators are unreliable when sideslipping so particular attention must be paid to attitude during the manoeuvre.
 - (2) Sideslipping can be taught by instructors at height clear of the circuit area as a proof of concept and to demonstrate the entry, maintenance and recovery techniques of the manoeuvre, as well as the height required to return to normal stabilised flight.
 - (3) The following limitations apply in the training of sideslipping in the circuit:
 - (a) Sideslipping is to be practiced in a straight line only and not whilst turning.
 - (b) If sideslipping is practiced on final approach, recovery is to be initiated passing 300 feet AGL to have the aircraft stabilised on normal profile no lower than 100 feet AGL, accepting the resulting touch down point from that height.
 - (c) If a student is slow to recover at 300 feet AGL and the instructor is required to take control of the aircraft, the instructor is to carry out the landing.
 - (4) Students are not to sideslip whilst flying solo or with another student.

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- n. Aerobatics and spinning:
 - (1) Pilots are to adhere to GFA requirements regarding the conduct of aerobatics.
 - (2) Air Force gliders are registered in the Utility Category. For the DG1000S, the only approved manoeuvres are listed in paragraph 2.6 of the Flight Manual. For the ASK 21, the only approved manoeuvres are listed in paragraph 2.8 of the Flight Manual.
 - (3) All Flight Manual restrictions (for both ASK 21 and DG1000S) regarding aerobatics are to be complied with including:
 - (a) approved manoeuvres,
 - (b) entry speeds,
 - (c) power plant retraction (for ASK 21),
 - (d) control deflection/movement restrictions,
 - (e) ballast requirements for centre of gravity limits, and
 - (f) maximum g loads. In particular, excessive application of high 'g' is to be avoided in consideration of the fatigue life of the aircraft.
- 30. **ASK 21 restrictions.** The following restrictions apply to ASK 21 gliders:
 - a. Before take-off, ASK 21 gliders are to have sufficient fuel:
 - (1) to operate the motor for take-off if self-launching; and/or
 - (2) to allow for 15 minutes of motorised flight during cross-country sorties.
 - b. The following restrictions apply to the use of motors in ASK 21 gliders:
 - (1) Motors are only to be operated by pilots who have been formally endorsed as competent in their operation.
 - (2) Students are not to use the motor when flying solo. Students may use the motor under instruction as part of flying training.
 - (3) Motors are not to be deployed in flight unless there is sufficient height above ground level (AGL) to conduct a safe landing in the event that the motor fails to start and fails to retract.
 - (4) The following restrictions apply to use of the motor in the circuit:
 - (a) Touch and go landings are prohibited.

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- (b) Suitably trained instructors may fly zero thrust approaches for a low overshoot (nominally at 200 ft AGL) as part of circuit training.
- (c) Engine parameters are to be closely monitored in the circuit.
- (5) If the motor is used in flight to avoid an out-landing in an unsuitable area then an AIRS safety report is to be submitted.
- c. All ASK 21 engines are to be inhibited in accordance with Section 2.11.3 of the ASK 21 Maintenance Manual under the following circumstances:
 - (1) If there is no planned use of the engine within 90 days of the engine last being used.
 - (2) Whenever necessary to ensure the engine never exceeds a 90 day period of either not being run or inhibited.

Aircraft equipment

- 31. Air Force gliders are not to be flown without the following minimum equipment:
 - a. A serviceable Air Speed Indicator (ASI).
 - b. A serviceable altimeter.
 - c. A serviceable direct reading magnetic compass.
 - d. An accurate timepiece (which may be worn by the pilot).
 - e. A serviceable radio.
 - f. A serviceable transponder. (This requirement may be waived by CB-AF in exceptional circumstances)
 - g. A serviceable FLARM. A serviceable FLARM (both front and rear screens operating and serviceable audio alarm) is a requirement for all flights in Air Force gliders. The FLARM must be switched on for all flights so that pilots are given visual and audio cues of other gliders in close proximity.
 - h. A serviceable Flight Data Tracker. (This requirement may be waived by CB-AF in exceptional circumstances)
 - i. Serviceable, in-date parachutes as detailed at reference J.
 - j. Additionally, self-launching gliders require:
 - (1) Serviceable headsets if the motor is to be used during the flight.
 - (2) An in-date carbon monoxide warning indicator.

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32. **Equipment requirements and considerations for both the DG1000S and ASK 21.**

- a. Care needs to be taken when installing and removing nose ballast as failure to do so may lead to the locking nut being stripped.
- b. The Total Energy (TE) probe is brittle and easily broken. All personnel involved in the manoeuvring and operation of gliders are to be made aware of the position and fragility of the TE probe and that the risk of damage is highest when applying the ground manoeuvring tail wheel.
- c. The plastic aerodynamic seals on the controls enhance the effectiveness of the controls and also control the risk of flutter. The plastic aerodynamic seals are to be checked to ensure that they are in good condition before each flight.
- d. Ballast is an important consideration for each and every flight. The ballast does not need to be changed every flight but it must be checked to ensure it is within limits for each and every flight.

33. **Equipment requirements and considerations for the DG1000S.**

- a. The tail ballast cover must always be taped up. New tape is to be used whenever the tail ballast cover is removed and reinstalled.
- b. The fin battery must be in place for all flights. Note that the horizontal stabiliser securing screw is subject to damage if not inserted and secured correctly.

Ground handling and hangaring

34. Manoeuvring of gliders on the ground by hand is to be done with sufficient personnel to safely move the aircraft, with one nominated as the overall controller. Special notice is to be paid to the extremities of the aircraft (wing tips, horizontal and vertical stabiliser).

35. Gliders being manoeuvred on the ground by hand, being towed by a vehicle or taxiing under their own power are not to move faster than a comfortable walking pace.

36. Gliders can only be towed-out by a suitable vehicle whose driver has been authorised to do so by the CFI-G. Furthermore, there must be sufficient personnel to maintain control of the aircraft and a nominated controller who is in communication with the driver of the tow vehicle at all times. If using a tow rope it must be a minimum of 13 metres long, being 1.5 x half of the wingspan.

37. When being manoeuvred into or out of a hangar or a confined location, each extremity of the aircraft is to be monitored to ensure clearance from obstructions, with a designated person acting as the controller.

38. On hot sunny days, there is a danger of glider canopies focussing the sun's energy in a way that can cause damage to the interior of the aircraft. Under certain conditions, there is even the potential to start a fire in the interior of the aircraft. Whenever ground temperatures exceed 30° centigrade, Air Force gliders are to have their canopy covers fitted when there is a period of greater than 15 minutes between the last crew exiting the aircraft and the next crew entering the aircraft.

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Additionally, ASK21Mi glider crews must not keep canopies in the fully open position for extended periods of time, even whilst they are strapped in and waiting for launch. This aircraft type is well known for magnifying the sun onto the rear pilot's seat headrest (which has the real potential to start a fire) and the engine controls in the front cockpit. It is recommended under these circumstances that canopies are physically held lower than fully open whilst waiting to launch.

39. **Propeller safety.** All personnel, including those participating in Air Experience and PEX flying, are to complete propeller awareness training prior to operating near an ASK 21 glider. The training requirements are contained in AAFC SOIs.

40. **Ground communications.** Personnel are to use the following standard communications:

- a. 'Clear', 'Ready for Take-off' or 'Understood' is a thumbs-up signal.
- b. 'Not clear', 'Not ready', 'Negative' or 'Not understood' is a thumbs-down signal.
- c. 'Stop, Stop, Stop' combined with placing the aircraft wing on the ground (if initiated by the wing runner) and forearms above the head is the signal from any member for any movement to **stop immediately**.
- d. Verbal communications with unambiguous terms such as such as "Clear", "My wingtip", "Your wingtip", "Stop", "Slow", "Wait", "Raise Wing" or "Lower Wing", "More Left", "More Right", "Ahead", "Forward on wingtip" or "Back on wingtip".

Fuel, oil and coolant requirements for ASK 21

41. **Fuel.** While the ASK 21 Flight Manual Section 2.12 approves the use of fuel with a minimum octane rating of 95 ROZ (equivalent to Australian Standard 95 RON), the fuel requirements for Air Force ASK 21 gliders are:

- a. Only AVGAS 100LL is to be used.
- b. AVGAS 100LL may only be stored for up to three months. After three months storage, the fuel must be disposed of in an environmentally approved manner.

42. **Oil.** Section 2.12 of the ASK 21 Flight Manual details the two stroke oil to be used in the ASK 21 engine. Silkolene Classic 2T Premix is the only type of oil to be used in Air Force ASK 21 gliders. Alternative oil is not to be used without CB-AF MCS approval. After every refuel, the oil level is to be checked and topped up if required and the quantity of oil added is to be recorded. Fuel and oil usage is tracked using the monthly report as detailed at Annex B. The tracking of fuel and oil usage is a useful indicator of the health of the engine.

43. **Coolant.** Section 2.11.1.6 of the ASK 21 Maintenance Manual details the approved engine coolant. Alternative coolant is not to be used without CB-AF MCS approval.

44. **Aircraft refuelling.** Refuelling of ASK 21 gliders is to be conducted as follows:

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- a. All ground fuel stock is to be checked for the presence of undissolved water before the fuelling operation is commenced. All fuel collected during this check must be disposed of in an environmentally approved manner.
- b. All fuel is to be strained or filtered for the removal of free or suspended water and other contaminating matter before entering the aircraft tanks. A funnel designed to remove water and other contaminants must be used for ASK 21 refuelling.
- c. Aircraft safety precautions during refuelling operations:
 - (1) The aircraft engine must be shut down and master switch off.
 - (2) During refuelling operations maintenance on any electrical, electronic or radio systems within the aircraft must not be carried out.
 - (3) The aircraft and all metal refuelling equipment must be bonded before a fuel tank cap is removed.
 - (a) Bonded means that the aircraft and the fuelling equipment have the same electrical potential.
 - (b) If bonding is lost then fuel transfer must be stopped immediately and not resumed until the bond is restored.
 - (4) All personnel are not to use a mobile phone or carry other objects which could be an ignition hazard.
 - (5) The operator is to ensure that sufficient airspace remains in each fuel tank to allow for anticipated fuel expansion.
 - (6) When a refuelling operation on an aircraft has been completed, the fuel tank cap is to be securely refitted.
- d. Safety precautions during ASK 21 refuelling operations:
 - (1) The area in which refuelling operations are carried out shall be clearly designated by signage as a 'No Smoking' area. The limits of this area shall be at least 15 metres from the glider or ground refuelling equipment.
 - (2) Where mobile refuelling equipment is used, the equipment shall be so placed that it can be rapidly moved in the event of fire.
 - (3) During refuelling operations, personnel are not to smoke, use a naked flame or operate electrical apparatus within 15 metres of the aircraft.
 - (4) A fire extinguisher of an approved type and capacity must be:
 - (a) not less than six metres from the glider and the refuelling equipment; or
 - (b) be carried on the refuelling equipment.

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- e. Appropriate Personnel Protective Equipment (PPE) is to be worn during refuelling and should include:
 - (1) a shirt with long sleeves;
 - (2) non-static footwear;
 - (3) splash proof goggles, and
 - (4) fuel resistant gloves.
- f. Cadets under the age of 16 are not to be involved in aircraft refuelling.
- g. Due to the risks to an unborn child, pregnant women are prohibited from refuelling aircraft.
- h. If fire guards are used, they are to be a minimum of 16 years old and trained on the fire extinguishers used.

OPERATIONS SUPPORT

Maintenance, Rigging and Daily Inspections

45. **Maintenance concept.** Maintenance of Air Force gliders is to be conducted in accordance with GFA regulations. Maintenance of Air Force gliders is to be conducted by GFA Approved Maintenance Organisations (AMOs) and/or by CB-AF approved, GFA authorised personnel and in accordance with OEM publications. Glider maintenance procedures are detailed in reference I.

46. **Daily Inspections.** The following may be carried out by an authorised DI:

- a. Daily inspection of an aircraft.
- b. Replenishment of engine coolant, oil or fuel.
- c. Lubrication not requiring disassembly or requiring only the removal of non-structural parts, or of cover plates, cowlings and fairings.
- d. Replacement of avionics batteries, this does not include the engine battery.

47. **Rigging and Derigging.** Personnel authorised by the CFI-G are permitted to rig and de-rig the aircraft and can perform the following:

- a. Rigging and de-rigging of the aircraft to allow transportation and storage.
- b. Cleaning and lubrication of components exposed during rigging and de-rigging.
- c. DI preparation for flight activities.

48. **End of operations.** At the end of each day's operations:

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- a. All glider batteries are to be recharged using the supplied battery chargers appropriate to the aircraft type. This is extremely important if the batteries are Sealed Lead Acid (SLA), as SLA batteries must not be left in a discharged state for any length of time. Similarly, SLA batteries should not be over charged and, consequently, they must only be recharged with a charger designed to reduce the voltage to a float level when the battery is fully charged. Canopies are not be propped open to allow batteries to be charged. It is recommended that the removable cockpit batteries are not be charged in aircraft due to the risk of a failed battery charger overheating and causing a fire in the aircraft.
- b. Insects are to be cleaned off the aircraft.
- c. The aileron clamps are to be put in place in order to prevent the plastic aerodynamic seals from deforming and losing effectiveness.

49. **GSE maintenance.** Air Force supplied GSE are to be serviced by appropriately trained personnel in accordance with the yearly maintenance schedule required by paragraph 15.c. All damaged GSE is to be repaired or replaced after consultation with and approval from CB-AF. Requests for additional GSE are to be directed to CB-AF.

Logistics

50. **Logistics.** Reference I details the logistics arrangements for Air Force gliders. Most importantly, spare parts are only to be sourced from OEM approved organisations. Use of non-approved spare parts is prohibited.

Financial requirements

51. **CB-AF budget management.** The management of the CB-AF budget is as follows:

- a. **CB-AF Operations.** CB-AF Operations is to manage the funding for the sustainment of the Air Force glider fleet. Sustainment includes:
 - (1) Glider scheduled and unscheduled maintenance.
 - (2) Logistics support, including hangarage, spare parts and GSE maintenance.
 - (3) Trailer registration.
 - (4) Licenses for Information and Communications Technology (ICT) systems, such as DITTOLOG and AIRS.
 - (5) Parachute training, maintenance and storage.
- b. **AFLO.** AFLOs are to manage the funding for Air Force glider activities and certain sustainment costs as follows:
 - (1) Flying course costs;

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- (2) Accommodation and catering;
- (3) Transport requirements; and
- (4) Support the purchase of glider consumables in accordance with reference I.

52. **Financial arrangements for use of Air Force gliders.** The AAFC is not to charge a fee for the use of Air Force gliders. However, a fee for costs incurred in conducting a flying activity, such as launching and course support costs, may be charged.

Insurance

53. DIO has confirmed that Air Force gliders and trailers have the following insurance cover from COMCOVER:

a. **Glider insurance:**

- (1) **Hull** - Accidental loss or damage.
- (2) **Transit** - Accidental loss or damage whilst being transported by road (including whilst being carried in a trailer), air and sea.
- (3) **Aviation liability cover** – Third party liability.

54. **Aviation Incident Reporting System.** AIRS is a custom software application designed to support safety and quality management. NASM manages AIRS within the AAFC and should be contacted for all queries, including AIRS login requirements. AIRS comprises a set of integrated modules and tools designed to facilitate the distribution of data, task assignment and subsequent monitoring, including:

- a. Occurrence reporting.
- b. Audit management.
- c. Hazard and risk management.
- d. Output and analytical reports.

55. **DITTOLOG.** DITTOLOG is a system that captures pertinent flight data and automatically downloads this data to a wireless base station connected to the internet. AOD manages DITTOLOG within the AAFC and should be contacted for all queries, including DITTOLOG login requirements. DITTOLOG captures the following data:

- a. Aircraft and crew details.
- b. Take-off and landing times.
- c. Release height.
- d. Engine running time.

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- e. Flight traces.

56. **Use of trailers.** AAFC SIs detail the requirements for the use and towing of Air Force glider trailers. Trailers supplied with gliders are to be used for their storage and road transportation as follows:

- a. Trailers are to be maintained in accordance with the manufacturer's service schedule.
- b. Trailers are not to be used for storage or transportation of any items that are not a part of the aircraft package.
- c. Manoeuvring trailers in restricted locations is to be done using an external observer who is in contact with the driver giving clearances from obstructions.
- d. Ground manoeuvring of the trailer, either loaded or empty, without the aid of a vehicle/tow motor is to be done by a team sufficient to ensure safe manoeuvring with a separate team leader in control.
- e. Loading or unloading a glider from a trailer is to be done with sufficient personnel to allow the task to be done safely with appropriate supervision. Clear communication is to be maintained at all times.

FLYING SAFETY

57. Safety management of AAFC gliding operations is to be carried out in accordance with the procedures mandated by references C to H.

58. **Reporting.** Incidents and accidents are to be reported in accordance with CASA, GFA, Defence and AAFC requirements. AAFC Aviation Squadrons are to report all incidents (however minor) through AIRS that may have educative value to all other AAFC Aviation Squadrons. COs and CFI-Gs are to foster a positive reporting culture to enable data gathering, risk identification and control measures to be implemented to reduce risks as far as reasonably practicable.

59. **RAMP.** A RAMP is to be completed for each aviation activity in accordance with the activity authorisation process. Hazards not identified in the standard lists must be listed and controls put in place to reduce the risk so far as reasonably practicable.

60. OIC glider activities are to adhere to the guidance in AAFC Safety Manual Part One Chapter 13 - Heat Injury when conducting all glider activities during warmer weather.

Annexes:

- A. CB-AF/AAFC audit on AAFC glider unit
- B. AAFC Glider Reports.
- C. Medical requirements for AAFC gliding.
- D. CB-AF approved airfields for AAFC gliding operations.

Keywords

CB-AF, AAFC, Gliders

Sponsor: DDGSOA

AUDIT ATTENDANCE RECORD

Auditee:

Audit Number: Audit date:

Audit Location:

Name	Title	Signature		Date
		Entry Meeting	Out-brief Meeting	

I acknowledge that I have received a brief of the audit scope in relation to this audit.

Name:

Signature:

Name of Organisation:

- Signed by the Auditee
- Signed on behalf of the Auditee

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CB-AF/AAFC AUDIT ON AAFC AVIATION SQN

Audit Details

Unit:	
Date:	
Auditor:	

Distribution

To:	DGCADETS DDGSOA (HTA) DCDTOPS OIC-MCS EMO (GFA) DAO (AAFC) NMFTOS-G (AAFC) CO X00 Aviation Squadron CFI-G X00 Aviation Squadron
Cc:	SOAW Branch ASO CB-AF

EXECUTIVE SUMMARY

Reference/s:

A.

1. **Introduction.**
2. **Team composition.**
3. **Audit aims and scope.**
4. **Limitations.**

Observations

Recommendations

Corrective Action Requests

Conclusion

Enclosures:

List ACARs.

Signature Date:

Rank/Name..... Auditor

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S	Satisfactory
U/S	Unsatisfactory
N/A	Not Assessed

Gliders and trailers	
<ul style="list-style-type: none"> • Physical check of gliders and trailers for general condition and any unauthorised modifications. <ul style="list-style-type: none"> ○ Check trailer registration is in date. 	
<ul style="list-style-type: none"> • Spot check of glider airside for: <ul style="list-style-type: none"> ○ A serviceable ASI. ○ A serviceable altimeter. ○ A serviceable direct reading magnetic compass. ○ A serviceable radio. ○ A serviceable transponder when required by the class of airspace in which the flying will be conducted. ○ A serviceable FLARM. ○ A serviceable Flight Data Tracker. 	
<ul style="list-style-type: none"> • For ASK 21: <ul style="list-style-type: none"> ○ Serviceable headsets if the motor is to be used during the flight. ○ An in-date carbon monoxide warning indicator. 	
Parachutes (CB-AF SI (OPS) 04-04)	
<ul style="list-style-type: none"> • Check of storage arrangements for parachutes. • Physical check for general condition and serviceability date. • Check of re-pack schedule and arrangements. • Check training provided for parachute usage. • Check system for managing occupant body mass limits. • Check availability of parachutes airside. • Observe an emergency parachute briefing and pre-flight demonstration of abandonment / egress technique. 	
Documentation	
Check copies of the following documents are centrally located:	
<ul style="list-style-type: none"> • CB-AF SIs <ul style="list-style-type: none"> ○ CB-AF SI (OPS) 3-1 needs a sign sheet at the front that all pilots need to sign monthly. • AOD publications (Manual of Aviation Operations, ASMP, AvSOPs, SOIs and STIs). • Club documents (CFI-G Bulletins, ERP and Training documents). • GFA publications including GFA Operational Regulations, GFA MOSP Part 2, CAO 95.4 and 95.4.1 exemptions. • Aircraft documentation. (Flight Manuals, Airworthiness Directives and Technical Notices 	

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Instructors	
Check the following details on all instructors (both uniformed and civilian) at the unit:	
• Flying qualifications.	
• Confirm medical status in CadetOne.	
• Details of any instructors over 70.	
Record of Training	
Spot check of AAFC members Record of Training for accurate, up to date recording of:	
• Competency Based Training assessments of performance for each flight.	
• Standards achieved.	
• Hours flown.	
• Training completed (E.g. ASK 21 engine, propeller safety, etc).	
• Qualifications achieved.	
Record of Training	
• Check on process for review of student progress and training needs.	
Daily Briefing	
Attend daily briefing and ensure the following points are covered:	
• Weather; including wind, turbulence, visibility, cloud and meteorological hazards, including potential changes during the operating period.	
• NOTAMS.	
• Airspace restrictions and operational ceilings.	
• Significant known traffic.	
• Airfield serviceability and airfield operational procedures and restrictions.	
• Any potential air or ground hazards.	
• Fatigue, heat stress and hydration risks.	
• Aircraft serviceability.	
• Ground movements and ground safety requirements.	
• Any mitigation of the hazards identified above in accordance with the relevant SMS and/or RAMP.	
Flight Authorisation	
• Spot check of flight authorisation process.	
Procedures	
• Check procedures for refuelling ASK 21 gliders.	
• Check procedures for ground handling Air Force gliders.	
WHS	
• Check condition of training facility and hanger(s).	
• Check of facilities airside (pie cart, toilets, shaded area etc).	
• Flying clothing (e.g. visibility, UV protection, comfort and safety in	

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cockpit, ASK 21 (avoid nylon), FOD containment).	
SMS / ASMP	
• Check the results of the Aviation SQN's compliance with the AAFC Manual of Aviation Operations and ASMP.	
• Check club SMS, emergency response plan, emergency equipment, hazard register, NCA register, etc.	
• Check the Aviation SQN's system for fatigue management / flight time limitations.	
• Check safety culture, reporting rates, use of AIRS, RAMPs, etc.	
Glider Maintenance and Repair (CB-AF SI (LOG) 03-51)	
• All scheduled maintenance completed and recorded.	
• Inspect gliders to confirm configuration management	

FURTHER OBSERVATIONS / RECOMMENDATIONS

GENERAL COMMENTS

Audit Officer

(Signature):

(Rank/name):.....Date:.....

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ANNEX B TO
CB-AF SI (OPS) 3-1
DATED 9 MAR 17

AAFC GLIDER REPORTS

AAFC DAO is to forward a report on each Air Force glider to CB-AF MCS in February, May, August and November of each year. The report is to follow the format below:

GLIDER REPORT			
GLIDER: VH-N__		PERIOD: __ to __ 20__	
OPERATIONS			
Dual sorties flown in support of the AAFC/ADF		Dual hours flown in support of the AAFC/ADF	
Solo sorties flown in support of the AAFC/ADF		Solo hours flown in support of the AAFC/ADF	
Next form 2 inspection due		Total airframe hours	
Locations where glider was operated			
SELF-LAUNCHING GLIDERS			
Engine hours since last Form 2 (if applicable)		Total engine hours	
Engine oil used		AVGAS 100LL fuel used	
Next engine inspection due		Sorties engine used for take-off	
MAINTENANCE / LOGISTICS			
Scheduled maintenance carried out.			
Unscheduled maintenance carried out, including Major and Minor defects. Include component changes.			
List minor defects still open on Maintenance release.			
List any Permissible Unserviceability.			
Outstanding AD maintenance items.			
Consumable spares used; ie Batteries, Brake pads, Tyres.			
Other information as required			

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MEDICAL REQUIREMENTS FOR AUSTRALIAN AIR FORCE CADETS GLIDING

1. All PICs of Air Force gliders are to meet the medical standards of the Gliding Federation of Australia (GFA) as documented in the GFA Operational Regulations:

3.2.1. A person shall not fly as pilot in command of a sailplane unless:

b. has been examined by a legally qualified Australian registered medical practitioner and found fit to fly in accordance with the 'Austroads standards', certification of which will be evidenced by the completion of the 'Medical Practitioner's Certificate of Fitness' at Appendix 2 to these Regulations; or

c. hold an appropriate valid CASA Civil Aviation Medical Certificate;

2. Note that:

a. The GFA self-declaration at paragraph 3.2.1. (a) of the GFA Operational Regulations does **not** provide the necessary assurance of medical standards to meet the due diligence obligations of the WHS Act 2011. All PICs of Air Force gliders are to meet the above requirements of 3.2.1. (b) or 3.2.1. (c).

b. AAFC members and civilian staff flying in gliders who are not flying as PIC are **not** required to complete the medical examination as outlined above.

3. All PICs need to fill out the form specifically provided by the GFA (OPS_F006(b) - Medical Practitioner's Certificate of Fitness), which can be downloaded from the GFA website. This completed form, or the CASA medical form, is to be retained by the relevant Aviation Squadron CFI-G and a copy forwarded to the CO of the Aviation Squadron or Flying Training Flight Commander before the AAFC member is authorised as PIC as part of an AAFC approved activity. The CFI-G of the Aviation Squadron is to record receipt of the medical clearance in CadetOne.

4. In the event a medical practitioner identifies that an AAFC member has a significant medical issue which could impact on their ability to act as PIC, the member (and parent/guardian in the case of a cadet), may discuss the matter with CFI-G of the Aviation Squadron to determine what flying opportunities may be available. For example, some medical conditions may allow the member to fly dual only.

5. If a CFI-G of the Aviation Squadron receives such a request from a cadet, the CO or CFI-G of the Aviation Squadron is to seek clearance from the parent/guardian in writing before forwarding any proposal to the DCDTOPS-AF for approval. This parental clearance is specifically designed to protect the privacy of the cadet and to ensure the parents agree to allow the medical condition to be discussed by the approving authorities within the AAFC and CB-AF.

6. CB-AF places further medical restrictions on PICs of Air Force gliders who are over 70 years of age. These restrictions are detailed in paragraph 18.

7. **Commonwealth flying scholarships.** AAFC members on CoA scholarships are to make the medical appointment with a medical practitioner and payment is to be made by the individual member or their family. The member will then be reimbursed the cost of their medical examination by the AFLO office.

Medical conditions precluding being pilot in command

8. In accordance with GFA Operational Regulations paragraphs 3.2.2, an AAFC member or civilian staff member must not fly as PIC of a glider:

- a. less than 24 hours after he or she has donated blood; or
- b. if he or she is temporarily unfit due to taking medication; or
- c. if he or she is temporarily unfit due to illness or injury; or
- d. if he or she becomes aware that he or she may have, or be subject to:
 - (1) Heart failure within the last 3 years.
 - (2) Cancer in the last 5 years.
 - (3) ECG changes.
 - (4) Insulin dependent diabetes.
 - (5) Transient ischaemic attacks (sometimes referred to as a mini stroke).
 - (6) Multiple sclerosis, cerebral palsy, Parkinson's disease.
 - (7) Significant head injury.
 - (8) Renal calculus disease (kidney stones).
 - (9) Vestibular disorders (vertigo).
 - (10) Inability to hear conversational voice at a distance of 2 metres (a hearing aid may be used).
 - (11) Physical limitations or disabilities.

**LIST OF CB-AF APPROVED AIRFIELDS FOR AAFC GLIDER OPERATIONS USING
AIR FORCE GLIDERS**

Charters Towers
RAAF Amberley
Warwick
Bathurst regional airport
Camden
Lake Keepit
RAAF Williamtown
Benalla
RAAF East Sale
RAAF Point Cook
Wangaratta
Devonport
Cambridge
George Town
Balaklava
Gawler
Murray Bridge
Stonefield
Narrogin

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