

Elmendorf Aero Club

P.O. Box 292
Elmendorf AFB, AK 99506-6001

PIF 12 - 01

January Safety Meeting Minutes

12 January 2012

PIF 12 – 01 is now in print for all members to review. This PIF was generated because of the cancellation of the January Safety Meeting due to extreme weather conditions.

There is also a video tape of the minutes which should be reviewed to gather a full understanding of all the minute points.

For those members that can log this as a briefing, after reviewing the minutes and watching the video, update the Automated Dispatch Program (ADP) computer so as to gain currency.

If this is the third meeting that would be missed by a member, the member should watch the video, review the minutes, sign the log, and schedule a meeting with me (George Kulhanek) or John Frederick in order to receive an attended for the safety meeting. Call ahead as we are on reduced winter hours.

Minute Points –

- 1) Aircraft Forms –
 - A) As a whole the membership has been doing well with filling out the HOBB sheet. There are still a few areas that need to be covered, assure the entire line is completed.
 - B) There has been a rash of aircraft maintenance items that have not been written up when discovered. The pilot has informed admin, an instructor, and in few cases, even aircraft maintenance. When a maintenance issue is discovered, it should be written up in the 781 form in the aircraft book, and if necessary annotated on the aircraft status board, and the book placed in the broken bird box if it is a grounding item. DO NOT enter the write up in the ADP computer.
 - C) There is a temporary printer problem at the aircraft dispatch stations, the printer that will print out the dispatch slips and receipts is located in the flight preparations area, next to the network printer.
- 2) Off Elmendorf Runways –
 - A) With the winds and snow that has been received by the local area, caution should be expressed when landing on unimproved runways. I.A.W. the Aero

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Club SOP, a flyby should be accomplished on all runways that are not tower controlled, in order to assure a safe surface condition.

- B) With the taxi ways at almost all airport being icy, caution should be exercised when taxiing, do not be speeding on the taxiways.
- 3) Survival –
- A) Wear the proper type of clothing for the extreme weather we have been experiencing.
 - B) Make sure you have all and required survival equipment on board the aircraft.
 - C) If you acquire the wing covers and cowl covers, when you return to EDF, place them back in the blue locker. DO NOT leave them in the aircraft.
- 4) Flight Schedule Pro –
- A) Assure Proper aircraft and instructor scheduling.
 - B) If you return very early on the flight you may have had for several hours, alter the FSP so as to allow others to use the aircraft.
 - C) If you are not going to fly, cancel the aircraft so others can schedule it.
 - D) If you are to be back at a specific time, be back on schedule, there are probably other pilots waiting to use the aircraft. DO NOT assume that because there was no one scheduled after you that you can automatically extend, someone may have scheduled after you departed station.
- 5) Update Your Communications and Contact Information –
- A) On this last mass E-Mail there was more than 15 rejects.
 - B) Several telephone numbers are no longer working, or voice mails not set up or are full. We may need to contact you, have good Communications.
- 6) Latest Achievements –
- A) Caleb Hansard – Solo

Examination of this information will improve your knowledge concerning your commitment to aviation safety and will help to improve the safety of Elmendorf Aero Club flying.

**This PIF is to be in effect until 01/12/13 or until
contained material has expired**