

SPECTRUM

SAFETY NEWSLETTER

SIGN OUT PROCEDURES



What you need...

- **Pilots Licence**
- **Valid Medical Certificate**
- **Blue Currency Card**

If your MC says “glasses must be worn”, you must have two pairs of glasses

→ **PILOTS LICENCE**

- If you left it at home, you may not rent

→ **MEDICAL CERTIFICATE**

- Cat III: Under 40 = 5 years, Over 40 = 2 years
- Cat I: Under 40 = 1 year, Over 40 = 6 months

→ **BLUE CURRENCY CARD**

- This records when your Annual and your Currency expire
- THE ANNUAL**
- Once a year, you must complete an Annual Dual Flight at Spectrum Airways. The day that your Annual expires is on the blue currency card.

CURRENCY

- You must also fly a Spectrum Airways' aircraft:
 - Under 150hrs Total Time = once every 30 days
 - Over 150hrs Total Time = once every 60 days
- The day that your currency expires is on the blue currency card
- If you are not current, you must complete a circuit check with an Instructor

If you wear contact lenses, your MC must say “glasses or contact lenses must be worn” and you must have two pairs of corrective lenses

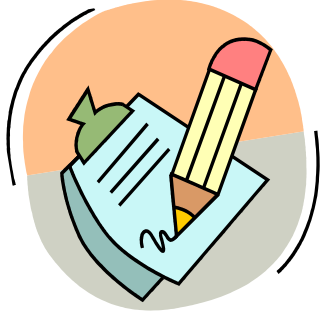
UPDATING YOUR CURRENCY CARD:

- Your currency card will not be updated when you sign out
- Please present your currency card when settling your invoice
- If you flew for 0.5 or longer, your currency card will be updated

→ Completing the Daily Flight Sheet

▪ Signing Out

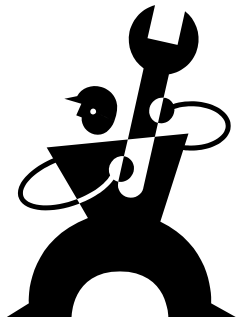
- Print your first initial and full last name
- For ALL passengers, **print** their first initial and full last name
- ROUTE AUTHORIZED
 - "Local" indicates that you will remain within 25nm of CZBA



- If you are doing a touch-and-go at another aerodrome, please use the ICAO identifier or write out the name of the airport
- If you will be conducting a full stop landing at another aerodrome, you must start a new line on the flight sheet and you must carry the Journey Log Book
- If you deviate from your authorized route, you must notify Spectrum Airways of the deviation as soon as practicable
 - You must sign as PIC
 - You must show your Licence, Medical and Currency Card and obtain Authorization prior to departure

▪ Signing In

- Completing the Daily Flight Sheet is the responsibility of the PIC
- You must enter the Air Time
 - This should be entered in local time using the 24 hr clock
 - Accurately record your "wheels up" time
 - Accurately record you "wheels down" time



- ***Air Time is used to schedule maintenance - ensure that your times are accurate***
- You must enter the Flight Time
 - Enter the Hobbs start and stop
 - You log Flight Time in your logbook
 - ***Flight Time will be longer than Air Time***