



**PRECAUTIONS
ELECTION
FLYING**

**DO'S
&
DON'TS**

DO'S

1. Discuss with your operator and hiring agency:

- a. Area of Operations.
- b. Likely Duration of operations and Anticipated Flying Effort.
- c. Suggested base of operations and administrative arrangements.

2. Discuss with your maintenance

- a. The required maintenance planning as per anticipated flying effort.
- b. The required manning as per company policy especially keeping in mind flying of VIPs (AME has to carry out DI for the flight(s)). Insist for a separate person for barrel refueling in field if anticipated.
- c. Availability of fuel carnet with adequate funds for refueling must be ensured. Obtain credit bill authority from the IOC / HP etc. for getting fuel in barrels based on anticipated flying effort.
- d. Serviceability of the barrel refueling pump and associated testing equipment.

3. Update

- a. The database on all Airports in your area of operations.
- b. The special procedures if any required to be followed for all highly active airports. (Interact with pilots who have in the area).
- c. The nav equipment and also the maps required. A local road map would be very much required.
- d. Keep a format of incident report in hand along with telephone numbers of the required Directorate of Flight Safety.

4. Inform the Party

- a. Requirement of providing single point contact for the entire duration.
- b. The requirements of Temporary Helipad as per CAR.
- c. The requirements and responsibility of providing accurate helipad coordinates security and precautions for a dusty helipad as per Circular / Letter issued by DGCA.

5. All programmed plans must reach the pilot minimum 2 days before. All permissions to land must be given by preceding evening prior to the flight. Permissions must be given by District Authorities and approved by Returning Officer.

6. Plan your expected flying and maintenance activities in advance keeping in mind schedule servicing activities and stock up spares, fuel and oil etc for detachments as required.

7. Collect maps, charts, frequencies, airfield operating hours, location of restricted, prohibited and dangerous area, telephone numbers of the airports, availability and booking of accommodation etc.

8. Meet the ATC, met and security personnel at the detachment location and organize a coordination meeting with these officials and other operators who will also be operating in same areas. Work out the common frequencies to be used and share the flying programme with other operators.

9. Collect the itinerary from the clients in advance and plan your sortie thoroughly. GPS navigation

is good but know your position on the map at all times. Make sure to get the exact co-ordinates of the helipads from your clients and cross check and reconfirm.

10. Ensure that you have permission in writing from the district authorities for landing at helipads. No verbal assurance should be accepted. Insist and receive written copy of permission.

11. In some places due to language barrier there may be communication gap. Ensure that you have reliable person who is familiar with the local language.

12. Always give call before take off, on important pin points, before descent, for approach and landing. Keep a very good listening watch and sharp look out.

13. Exercise extra caution while refueling from barrels. Remember fuel is life.

14. During trial landings, brief the security, fire fighting and helipad maintenance staff about the requirements of safety of the operations.

15. Know your last landing time, cater for unexpected delays. Always plan to land half an hour before sunset so that in case of some delay you still have time in your hand.

16. Security and crowd control must be discussed with the organisers and insisted upon. Security in the hostile area poses a major challenge and special care must be taken.

17. Brief the ground staff about the likelihood of people walking in to the tail rotor and take special precautions. Make sure that tail rotor area is always kept clear. Use engineer and co pilot if required to prevent people from walking into tail rotor.

18. Dusty helipad is a dangerous helipad. Brief the ground staff to sprinkle water and ensure that there is no dust is likely to be kicked up during landing and take off.

19. Standard size helipads meeting the requirement of CAR only should be accepted. Make sure that no fresh communication cables with poles, flags have been erected. Very sharp

look out is must before and during take off and landings.

20. Ensure that there are no loose flying articles like caps, dupattas, lungis, head scarves, polythene, flags, dhoti's and rag pieces etc in the vicinity. Keep a good look out for these during take off and landings.

21. Check your load, fuel, power required, available, size, elevation and surface condition of the helipad and obstructions around it.

22. Get proper and comprehensive weather brief from met and local sources before undertaking any sortie. Keep abreast with the likely changes in weather conditions in your area of operations. Never take chance with weather.

23. With winter and foggy season around the corner, poor visibility and low clouds are expected to be major hazards Wide spread fog with poor visibility is a serious situation and special precautions need to be observed while flying during winter months.

24. Most of election flying is undertaken at low levels. Hence, the need for a good look out for obstructions, pylons, towers, ropeways etc becomes very important. Marking these on your maps and communicating their existence to other pilots/ operators is essential.

25. Ensure that you do not exceed your FDTL and FTL.

26. Engineer and technicians must be briefed to be extra vigilant in their conduct of maintenance activities. Dusty environment operations is a major factor to be kept in mind and thoroughness and professionalism is the need of the hour in maintenance activities.

27. Ground staff must be briefed for arranging suitable resting place and arrangement of refreshments etc for the crew at helipads/landing places.

28. Comfortable rest and recuperation accommodation and suitable transportation is essential for the air and ground crew after flying and this point must be emphasized to the concerned authorities.

29. Concerned officials must be made aware in advance about the limitations of helicopter operations and crew

30. Reach your base of operations and organize a coordination meeting with ATC, Met and Security officials in consultation with other operators operating in the same area. Work out the common frequencies to be used and share the flying programme (if possible) with other operators.

31. Establish contact with Party Coordinator and work out working procedures. Arrange all programmes and permissions received in vernacular are correctly translated for operation requirements.

32. Prepare your nav plan and confirm / double confirm the helipad locations through maps / local maps / Google Earth / Party Coordinator. Remind him to get water sprinkled on the helipad.

33. Brief your rep accompanying the barrel refueling vehicle about the place, likely ETA and coordination procedures. Give the required authority letter for carriage of fuel.

34. Ensure proper fuel planning as per programme received and simultaneously work out your passenger manifests and T/O C of G.
35. Prepare the required flight plans and fax them to the required FIC. Confirm receipt too.
36. Any delays at start on the days programme will have a concertina effect on the entire plan for the day. Ensure to keep the VIP informed about delays. Amend ETDs as required with the FIC and MLU.
37. Carry out your pax briefing daily / with change of pax religiously. Inform/Insist the PS / PA travelling with VIP to ensure suitable rest / refreshments for the crew at halts. Brief the Copilot / AME / Technician on board with respect to embarking and disembarking procedures to be followed.
38. Keep a check on the weather at departure / enroute / destination. Be ready with contingency planning and diversions. Ensure that you always carry a small overnight kit.
39. Give RT calls before each T/O and Landing.
40. At each helipad must carry out a high recce.

Ensure all temp helipad requirements, security and crowd control measures are in place. If required Reject A Helipad. Your earnestness will be tangibly felt.

41. Delays will be a norm. Remember to your last landing time and stick to it. It is 30 mins before sunset.

42. Monitor your FTL and FDTL as per CAR in force.

43. Remember the DGCA and the Helicopter Fraternity is always going to respect / stand by your decisions as a Captain where safety is concerned.

44. Finally Remember Your Responsibility to the Helicopter Fraternity. Any incident/mishap with you is a reflection on the entire Helicopter Fraternity.

DON'Ts

45. Do not accept a change in plan at the last moment.

46. Do not succumb to any pressure be it from the VIP / Party / Operator.

47. Never take chances with weather. Do not delay diversion if necessary.

48. Never press on in poor visibility conditions. If required land at a suitable site.

49. Never accept substandard helipads.

50. Do not compromise safety at the cost of commercial interest.

51. Do not be overconfident and do not succumb to the temptation of showing off.

52. Do not hesitate to say no if safety is likely to be compromised.

53. Do not fly partially serviceable helicopter.

54. Do not pressurize maintenance staff to rush up maintenance activities.

55. Do not take short cuts in operations and maintenance.

Wishing you all a very safe and happy election flying.