Puget Sound Soaring Association, Inc. DAILY FLIGHT LOG & FIELD MANAGER CHECKLIST (See Back) Page ____ of ___ Bergseth 1100 MSL Tow Plane: Date: Field Managers: Please fill this log as completely as possible. Perform and Field Manager: 0 140 MSL sign off the checklist items on back. - Determine only those flying charges Arlington which are collected at the field. O 1270 MSL **Ephrata** Main Tow Pilot: Comments (include method of Actual Local Military 24 Hour Times # **Aviators** Chg. payment for collected funds Release \$ Flight ; Glider² Code Tow By (if different Instructor / Passenger / Landing Takeoff Elapsed Collected [cash/check/credit card]; any spins? Altitude Flight Glider Pilot F/E/... 2nd Pilot from main tow pilot) HH:MM HH:MM H:MM ft MSL [see reverse side] Log Book Sales?) blank or **F** = Full charge Messages3: - Total \$ Collected L-13AC frEe (no charge) Notes:

G

Т

C

Glider only

Tow only

IntroduCtory Ride

¹ Flight # is optional

noteworthy ...

² Provide registration number for private gliders

³ Equipment problems, praise/complaints, log book sales, anything

P5

P6

PW-5

PW-6

Private

Field Manager Checklist

Planning	Post-flight
☐ Weather conditions checked	☐ Gliders parked and tied down
☐ Contacted FSS for NOTAM information (800-992-7433)	☐ Batteries removed & on charger
☐ Towpilot and instructor coordinated	☐ Cellphone on charger
Operations message recorded	Handheld radios on charger – see instructions on back wall of charging station (!)
	☐ Towrope & connecting link put away
Preflight	Power mower in shed
	☐ All equipment put away
☐ Field/runway checked (any rocks larger than half a fist?)	☐ Area cleaned up
Field cellphone "on" and at hand and monitored	☐ Training center/shed, and charging station box locked
Operations table set up (logbooks, sign-up sheets/daily log,	Rope fence up at end of runway (when available)
tow cards, radios)	☐ Notify the club Maintenance officer of any equipment issues requiring attention. If
☐ Gliders ready for flight (untied, preflighted, & logbooks signed)	a glider has been found to be in an unairworthy condition, make an entry in the
☐ Towrope & connecting link inspected and towrope attached to	pre-flight log and place a notice in the glider cockpit
tow plane	After the day's operation, the field manager should contact the scheduled field
☐ Briefings and assignments made	manager for the next operating day and provide summary status and condition of all club aircraft, equipment (like radios, batteries, towropes, etc), and field.
Flight Operation	Providing this information ahead of time will help field managers better plan the day's operation.
☐ Towplane staging area cleared	☐ Paperwork:
Runway clearance maintained (cars, trailers, gliders, people)	☐ Yellow Liability Release forms – in 3-ring binder stored in shed
Glider flights safely expedited	☐ Top portion of green temporary membership forms – send with daily log
☐ Situation awareness & order maintained	☐ Blue membership forms – send with daily log
☐ Daily operating information recorded in daily log	☐ Do not send cash – substitute your own personal check
☐ Give bottom portion of green introductory membership application to the	☐ Send to bookkeeper (use provided envelope) or club mailbox at
applicant as a receipt	PSSA
Aerobatic flight is prohibited around Bergseth Field. At other locations, make a	Box 941
note in the log.	Enumclaw, WA 98022
	Last PSSA person of the day closes gate (road entrance)

Field Manager Signature