

# AERO CLUB VALLE d'AOSTA

## Aosta Valley – Italy

# WELCOME and INSTRUCTION BOOKLET

These instructions do not substitute to the interior regulation which is given to you after registering to the air-club.

**Compliance with the Rules of the Air is pilot's sole responsibility !!**

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Aero Club Valle d'Aosta

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## 1. PURPOSE

This booklet purpose is to ease integration of new members joining AeroClub Valle d'Aosta whether student or experienced pilots and to help trainee pilots using Club's gliders or their own. It should also allow old hands to remember certain elementary principles of ground handling, flying and equipment maintenance that are too often neglected.

Rules section is not official, however we ask you to read it carefully and reflect and act upon it.

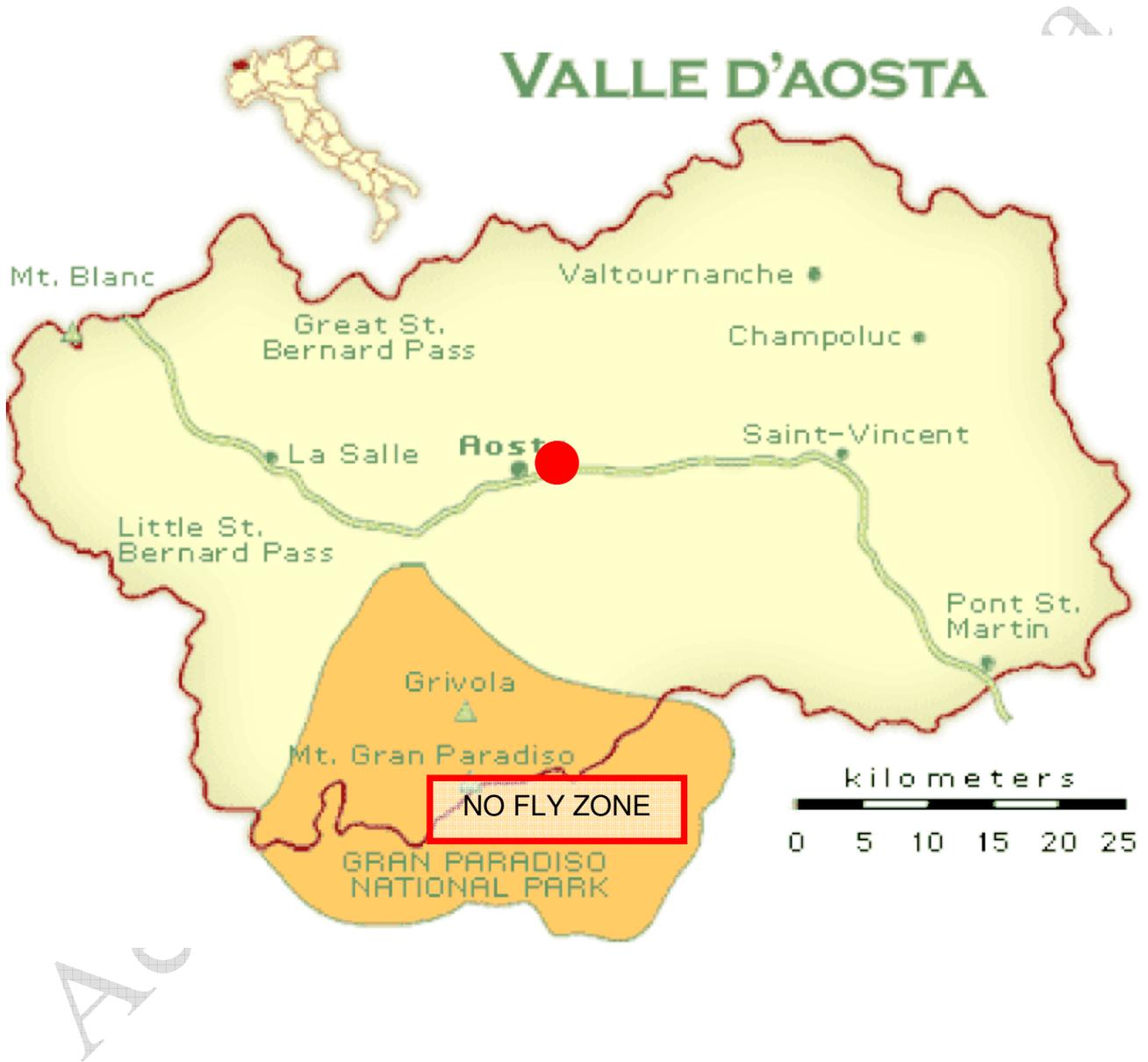
Aero Club Valle d'Aosta a means for us all to discover, learn and practice gliding in safety, but is also a place where you can enjoy your holiday or week-end, thanks to the individual efforts of everyone to make it pleasant.

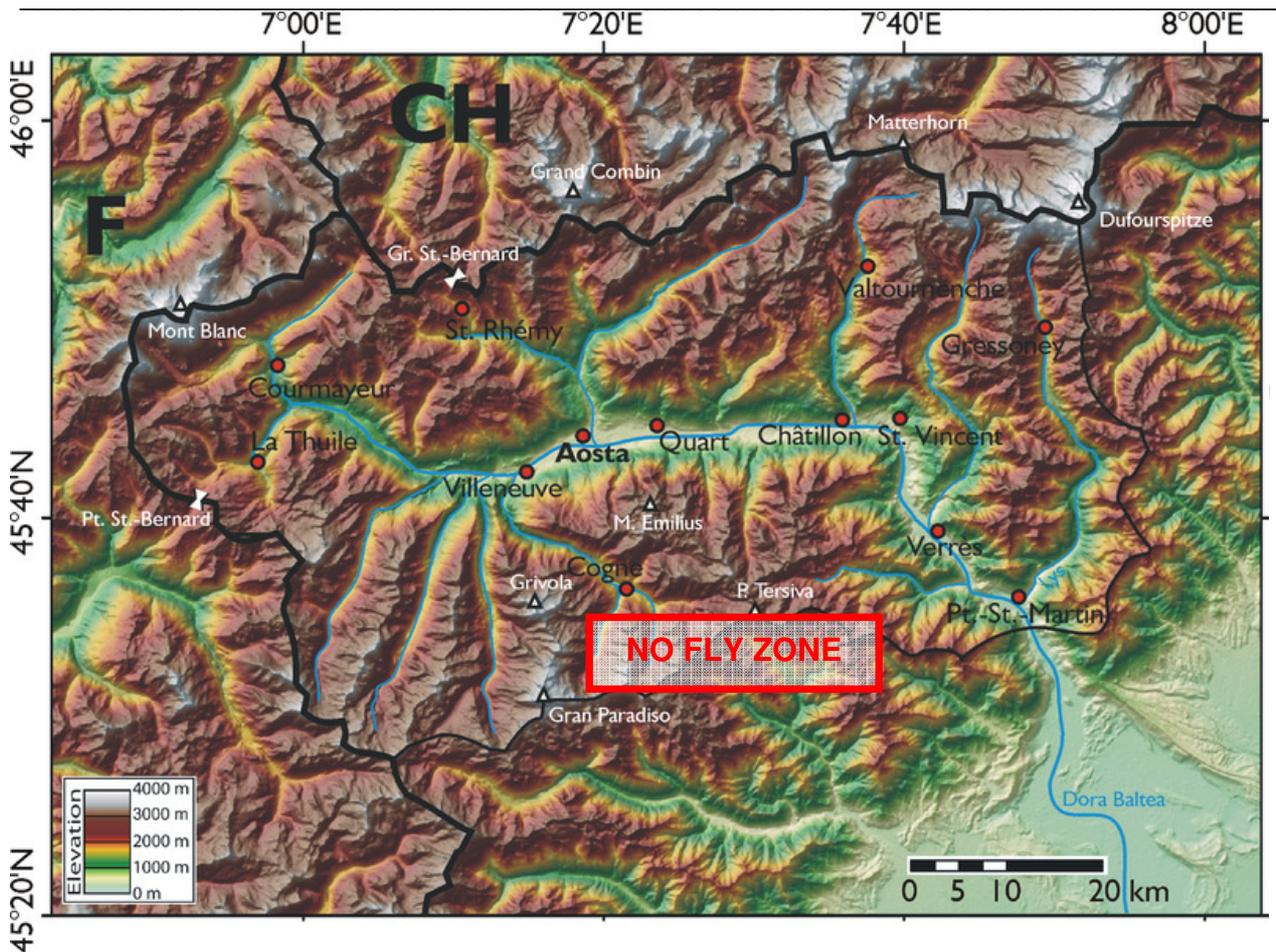
This Club is yours and it is up to you to ensure it progresses in the direction which you wish.

### 1.0 Where we are.

The Aero Club Valle d'Aosta is based on Regional Airport "Corrado Gex" at EST of Aosta town







## 2. GENERAL

### 2.1 Organisation of the Club

the club is federated to the Aero Club of Italy, so it must respect the AeCI's Statute, making it a no profit-making Association. It is not a business enterprise and you are not its customers but simply associated members. It is directed by a Board of Directors and a President elected every four years by General Meeting.

### 2.2 The life of the Club

It is up to everyone to participate for the club benefit, whether it is in workshop, events, cleaning, parking of gliders or by carrying out various other tasks.

Whatever your position in the club, it's important to remember that your financial contribution is far less than real cost of facilities available to you. These are only possible thanks to dedication and initiative of everyone: the key word here is VOLUNTEERS.

In helping club, you are not only helping to keep costs down, your voluntary work will also improve quality of equipment the club can offer.

### **2.3 Permanent Staff**

It receives salary from the Association. it ensures running of the Club 365 days a year, whatever the weather. It receives his instructions from President and Executive Officers. permanent staff as a rule consists of:

One secretary part-time

One mechanic part-time

### **2.4 Volunteers Staff**

Three glider instructors

One powered aircraft flight instructor

One delegate Glider section

### **2.5 Description of th Airfield and facilities**

Aosta airfield has one asphalt runway : 09-27 : 1499 x 30 meters.

AFIS: AOSTA INFO : 119.95 Mhz (25 kHz channel spacing) and 119.950 (8.33 kHz channel spacing)

HEMS operations

Heli transfer and heli works flights

AVGAS and JetA1 fuel available

Phone: +39 0165 303318

AFIS: +39 0165 235301

Elevation: 547 meters - 1796Ft

Position: Lat. 45° 44' 18" N - Long. 07° 22' 03 " E

The Club uses 3 hangars: one as workshop, one for club's gliders and one for private owners. Also offices, a workshop, a briefing room, and two reception areas having each shower block.

In the airport building there is a briefing room with a PC with internet connection, WiFi and a office secretary.

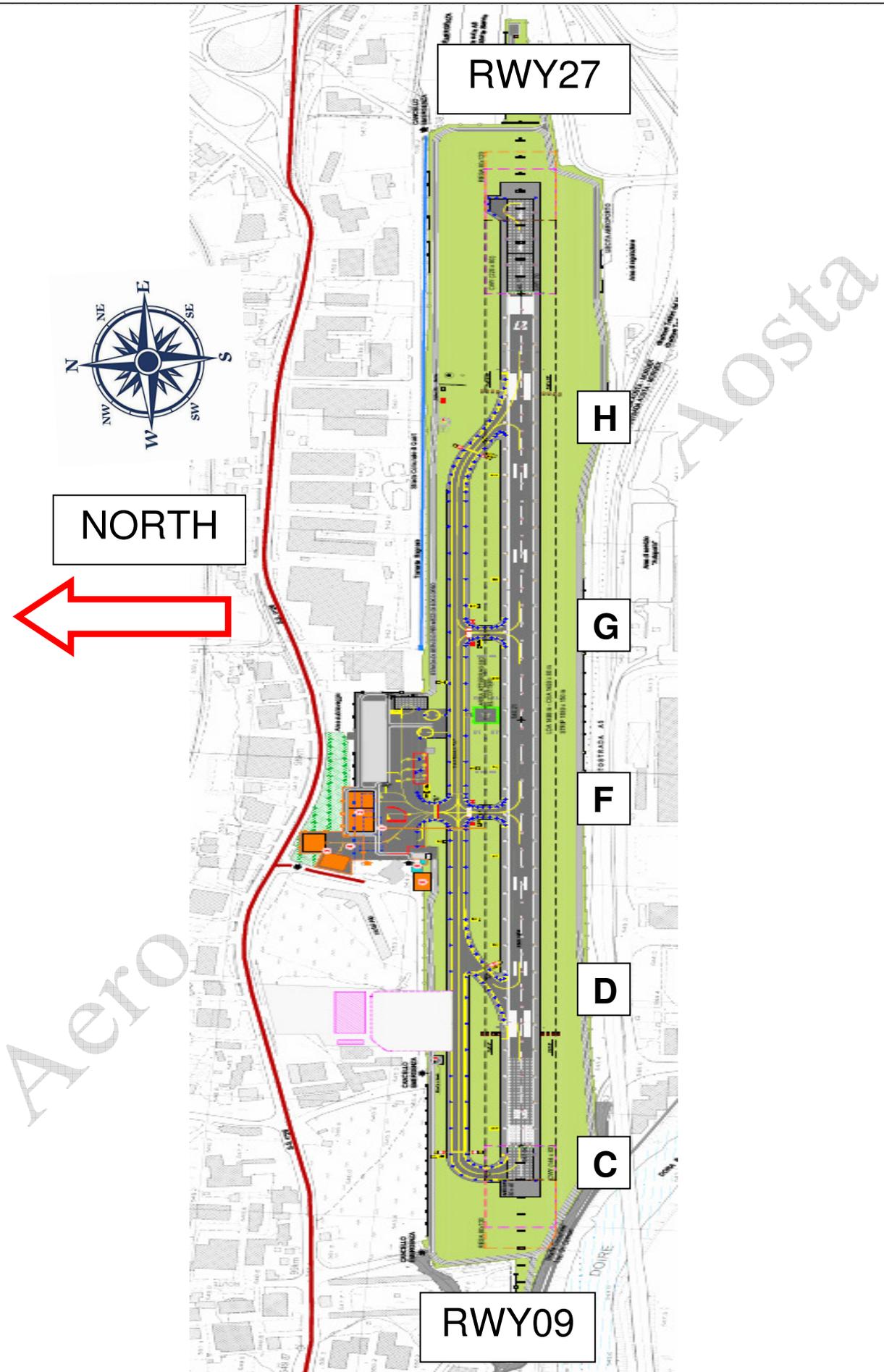
In the airport there is a bar and a restaurant.

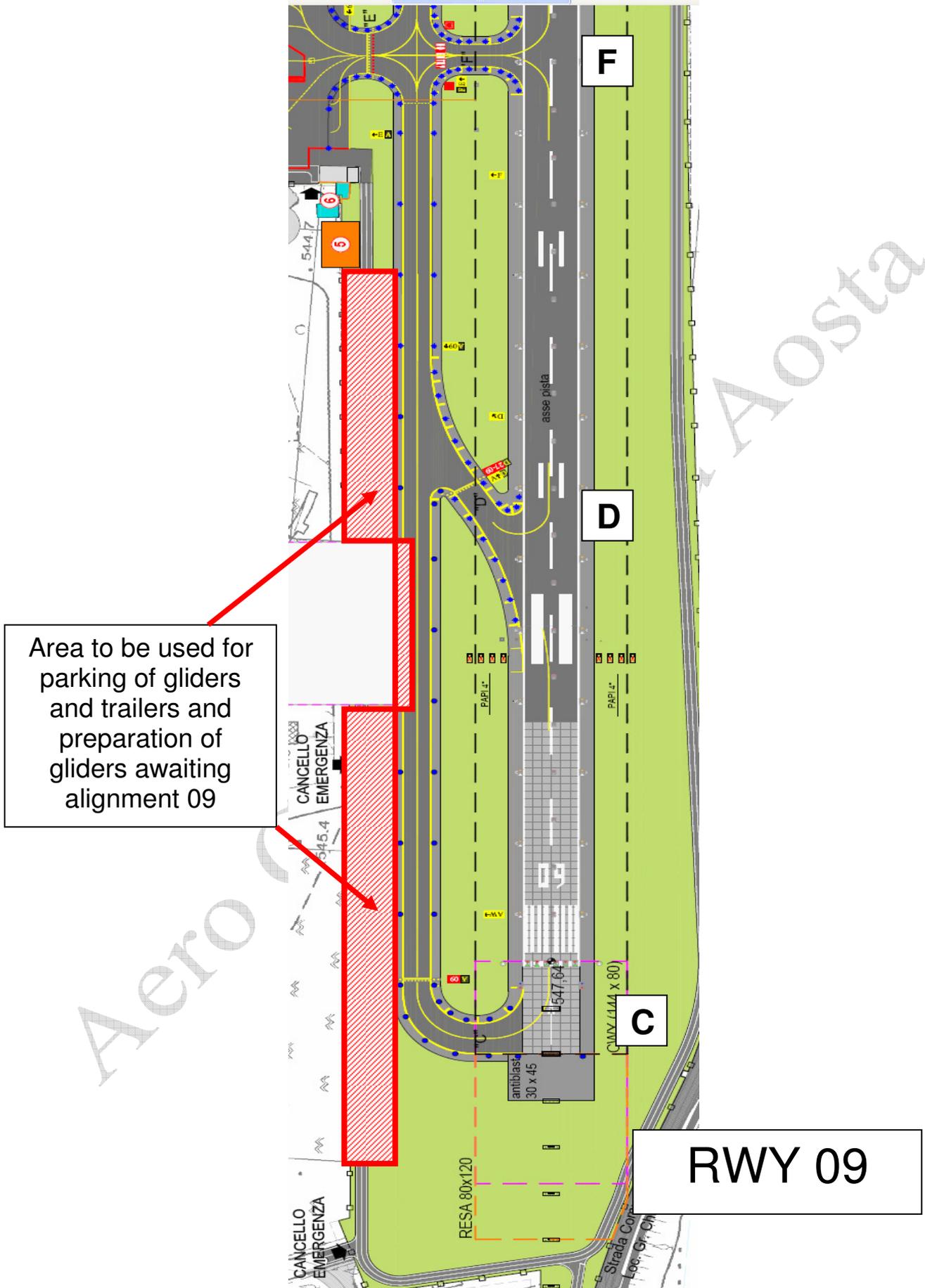


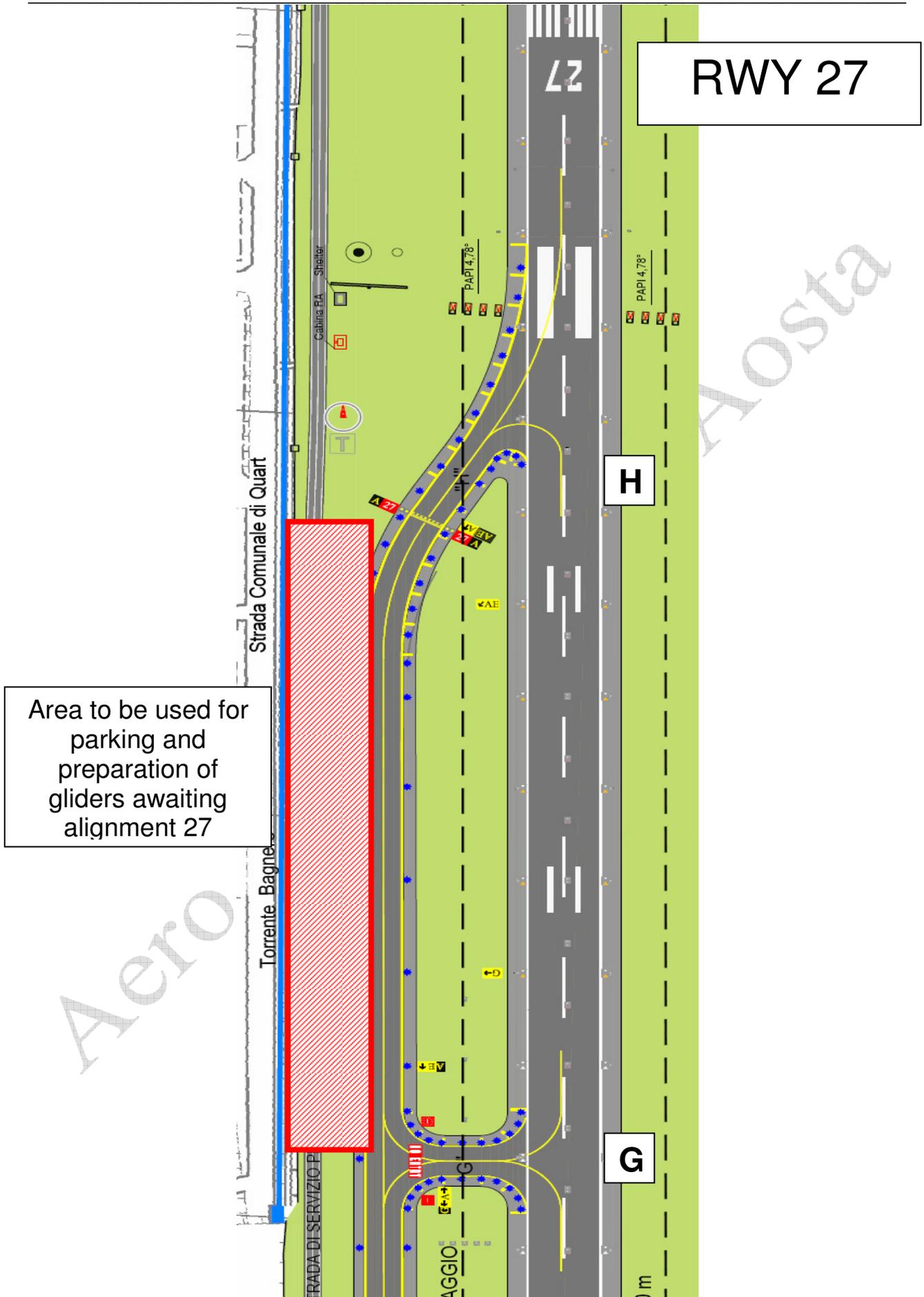


Aero Club Valle









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## **2.6 Administration and Rules**

Three glider instructors

Our staff in office is there to help you. It's role is to manage administrative problem and to settle your account.

Early in the year or when they arrive on site, pilots must go to the office to check their account and documents validity.

They must also show valid license to the Chief Pilot or his representative.

Note : Pilots from EEC countries plus Liechtenstein, Norway, Switzerland can fly without further formalities provided the license they hold conforms with EASA norms. This is not the case for the British! See separate information at the club.

## **2.7 Finances**

The Club cannot afford to give permanent credit. You are asked to keep your account positive. It can be done at secretary.

Debitor pilot can be refused to take off.

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## **3. DAILY ACTIVITIES ORGANIZATION**

### **3.1 General rules before and after flights.**

Inside the airport, in order to ensure the orderly and safe conduct of operations, all staff present **MUST** must comply with the following provisions :

- 1) wear a YELLOW JACKET or high visibility clothing
- 2) wear the SECURITY PASS clearly visible
- 3) only people who carry out or collaborate in the proper conduct of operations must be present on the flight line.
- 4) the movements of people from / to the flight line must take place following the perimeter service road.
- 5) maintain continuous radio contact with AFIS when affecting the movement area.

- dispatch of club gliders is done by giving priority to pilots booked on page "PRENOTAZIONE VOLI" on [www.aecaosta.it](http://www.aecaosta.it) . Pilots who are not logged in for the day will get remaining gliders.

- Tug pilots are responsible for getting out tow planes

- preparing of starter vehicle is under responsibility of the chief of the day.

- pulling out gliders: every year, gliders are damaged because of lack of vigilance and/or common sense. We ask you to have the most extreme vigilance during ground maneuvers for the benefits of everyone. Gliders for “debut” pilots have to be pulled out under supervision of an instructor.

Gliders ready to fly have to be parked in front of hangar or on the grass between the park and the taxiway for RWY 09 with canopy and wing covers and tail dolly removed.

Parachute and instruments are protected by putting back the canopy cover.

Non flying gliders are putted back into the hangar.

**When there is a strong wind like NORTH-WEST wind, particular care has to be taken during ground movement of gliders and about canopies.** Staff to pull out gliders have to be sufficient.

Gliders are pulled out under permanence instructor responsibility. At the end of the maneuver, doors are closed.

About launches, glider alignment on the runway must be done accordingly to given order. After landing, gliders have to be pulled out of runway as quickly as possible. Every pilot on the area must participate.

A part for bringing gliders on the runway, cars and others private vehicles are not allowed on runway and close to starter truck.

If the wind is very strong, pilot have to stay inside the glider until someone come to help him. (nocanopy are let open in the wind on the runway) airbrakes open and flaps negative.

After the last flight of the day, gliders are cleaned, covered and put back into the hangar by the pilot who flew the glider. All the pilots have to participate to ground work.

Every problem noticed on a glider (before, during or after the flight) have to be written on the workshop logbook in the briefing room and be told to an instructor or technical staff.

### **3.2 Daily Briefing (10h or 10,30h ).**

The instructor in charge for the day presents forecast and daily specs according to the Club.

After briefing, pilots flying on Club gliders wright down their flight intention on the proposed “FLIGHT NOTIFICATION” and insure themselves that they have a designated crew and material for recover in case of an outlanding.

School activity or long-distance flight may start before briefing in accordance with the instructor in charge.

**3.3 Fill in "NOTIFICATION form", tow and Flight time.**

At Aosta you pay the tow in function of the tug QFE release.

For each flight, the minum QFE charged is 600 meters.

Before flight the glider pilot , P.I.C., must fill in the "FLIGHT NOTIFICATION" form.

The "HEIGHT" could not be indicated: you can decide during the flight towing when release the glider from the TUG plane or just ask, by radio, to TUG pilot at wich HEIGHT you want rise.

Then the YELLOW copy is detached and it is kept by the glider pilot and the WHITE copy will be given to the tug pilot before take-off.



**AERO CLUB VALLE D'AOSTA**

Da compilare in stampatello e consegnare al pilota trainatore prima del decollo  
 To be filled in capital letter and given to towing pilot before take-off  
 Vollständig ausfüllen, vor dem Start, bei dem Schleppiloten abgeben

N° 0164

DATA/DATE/DATUM .....

---

**ALIANTE / GLIDER / SEGELFLUGZEUG**

(Tipo - Type - Typ) ..... (Sigla - Registration - Kennzeichen) .....

---

**PILOTA / PILOT**

(Cognome - Name) ..... (Nome - Surname - Vorname) .....

---

**ISTRUTTORE / INSTRUCTOR / FLUGLEHRER**  
**PASSEGGERO / PASSENGER / GAST**

(Cognome - Name) ..... (Nome - Surname - Vorname) .....

---

<b>QUOTA / Height / Höhe</b>  MT. ....	Spazio riservato al trainatore Space reserved to towing-pilot Nur vom Schleppiloten auszufüllen
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**TRAINO / TUG / SCHLEPPFLUGZEUG**

(Tipo - Type - Typ) ..... (Sigla - Registration - Kennzeichen) .....

---

**PILOTA / PILOT**

(Cognome - Name) ..... (Nome - Surname - Vorname) .....

---

QUOTA / Height / Höhe	DECOLLO / Take-Off / Start	ATT. / Landing / Landung
MT. ....		

A

The flight time are recorded by AOSTA AFIS: after each flight the pilot must do a radio call to the tower in order to know and record take-off and landing times. This times must be written on the YELLOW copy of FLIGHT NOTIFICATION and on the A.T.L. (Aircraft Technical Logbook ).

**In the ATL, the glider pilot MUST report any technical anomaly .**

The YELLOW COPY must be delivered to AeroClub office for accountancy.

### **3.4 Radio Check on ground.**

Radio check are done on 119.95 Mhz during preflight check on ground and **before** move on taxiway in order to reach RWY 09 or 27.

### **3.5 Operating restrictions Tugs.**

During glider towing operations, the use of the second pilot seat **is not allowed**, except for training reasons.

Towing gliders with tailwind and / or crosswinds:

- a / m ROBIN DR 400/180 R - operations with tail wind **prohibited.**
- a / m ROBIN DR 400/180 R - operations with side wind component greater than 15 KTS **is prohibited.**

### **3.6 Taxiing to RWY 09/27.**

The "accompanied taxiing" of a glider in the flight line must be carried out on taxiways and only after contacting AFIS on the frequency of service: 119,95 .

During taxiing **it is mandatory** to keep the glider radio on with the volume raised so that you can hear the communications in progress on the frequency of service from the immediate vicinity. This in order to be aware of the traffic near the airport and to hear any calls and to coordinate with the AFIS operator.

### **3.7 Gliders parking near RWY 09/27.**

If you do not intend to taxi directly to the waiting point for alignment on the runway, the waiting for alignment **must be** carried out in the **external areas** AT A DISTANCE NOT LESS THAN 75 M COMPARED TO THE runway AXIS.

It is absolutely forbidden for people who carry out and / or collaborate in the V.V. activity, not engaged in the movement for the alignment of the glider, to stop at a distance of less than 75 m from runway axis.

### **3.8 Checks before boarding.**

Checks must begin before boarding the glider.

The pilot must first make sure that he has all the personal equipment necessary for the type of flight planned (cushions, **ballast**, parachute, hat, glasses, appropriate clothes, drinks, maps, barograph, camera, telephone numbers, disposable personal urinal bag, etc.) while checking its efficiency.

The equipment must be stored on board in an orderly and accessible way.

Before boarding, the pilot must operate all the controls that cannot be reached in flight (tap oxygen cylinders, ELT, etc.).

The accommodation on board must be done carefully looking for a convenient and comfortable position that guarantees good visibility and allows you to reach all the controls even with the seat belt fastened.

### **3.9 Lining up.**

After a brief listening to understand the position of any other traffic from the communications in progress, the pilot must inform Aosta AFIS that he is about to align with the following message:

"AOSTA INFORMATION, GLIDER "Call Sign", READY FOR ALIGNMENT RWY 09 (or 27)  
"

"AOSTA INFO, ALIANTE "Marche", PRONTO PER ALLINEAMENTO PISTA 09 (or 27) "

In the presence of intense traffic, the glider must be pushed onto the runway with the occupants already on board and fully ready to take off.

### **3.10 Attaching the Tow Rope.**

Attaching the tow rope is only done by fellow glider pilots.

The orders are :

**“APRI !” (“OPEN !”)** to command the opening of the hook, and **“CHIUDI !” (“CLOSE !”)** to command closure.

The gliders and tugs of the Aero Club Valle d'Aosta all have TOST hooks so the **small ring** is always used.

**WARNING:**

- **the small steel ring must be engaged in the glider TOST hook**
- **AND the fellow glider pilot MUST CHECK this small ring MUST rotate free after it is engaged in the hook**

After the rope is engaged on glider AND on the TUG, the glider pilot

- 1) say by radio to TUG plane: “TENDERE IL CAVO / PULL THE ROPE”
- 2) brake the glider

**3.11 Before take-off checks.**

It takes about one minute to be completed: **C.R.I.S.** ( is used in France ) :

**C**-ommandes-**C**-ontrols,  
**R**-églages- **S**ettings,  
**I**-nstruments,  
**S**-ecurity.

Do not wait until the tug is lined up and ready in front of you before starting C.R.I.S.

Do not forget that to fly at Vinon you must take maps for navigation as well as a hat, sunglasses, drink water.

An incident forces us to add do not fly in bare feet!

**3.12 Lifting the wing tip.**

**Raising tip on glider is take-off signal for the tug pilot.**

The wing assistant must keep the glider wing down until the cable is taut, the space around the glider is not free and the glider pilot has not waved "OK" to him.

Before giving power, the towing vehicle must wait for the glider pilot to say: " ALIANTE “marche” , CAVO TESO, CAPOTTINA CHIUSA, PRONTO PER IL DECOLLO //

"GLIDER "CALL SIGN", ROPE PULLED, CANOPY CLOSED AND LOCKED, READY FOR TAKE-OFF"

and check in the mirror that the wing of the glider has been raised.

Therefore, it is tip holder responsibility to ensure that:

- 1) short final is clear,
- 2) that glider pilot has not forgotten his airbrakes,
- 3) that rope is not slack,
- 4) that tail dolly is removed,
- 5) that canopy is closed and locked

and that take-off path is clear.

ONLY If he/she is satisfied with the above, tip holder will raise wing tip on pilot signal.

## 4. FLIGHT PROCEDURES

These are intended to avoid collisions between aircraft, to define and facilitate movements around the airfield, but they do not pretend to cover every situation.

They are not a substitute for knowledge and application of the Rules of the Air, they merely add to them.

### 4.1 Aero-towing.

The glider flies just above the wake of the tug, the position taught in basic training

Standard signals between TUG and GLIDER which must be known very well (thoroughly):

1. TUG : Wags Rudder from side to side.

This means: "Check your machine" (i.e. for open airbrakes or tail parachute).

2. TUG : Rocks (shake, roll) wings : This means "You, the glider pilot, must release immediately".

3. GLIDER : Rocks (shake, roll) wings. Means: "I cannot release".

Response from Tug : Wags rudder, meaning is : "Understood, I am starting descent, extend your airbrakes and go to Low Tow position".

Please, abide (respect) the orders of the Instructor in charge of take-off.

### 4.2 Release from TOW.

Unless there is a safety problem (as above), the decision to release is made by the glider pilot:

- Before releasing, he ensures that he is in gliding range (see below, para 4.3) of the airfield. (Even though the tug pilots are briefed to keep gliders releasing in gliding range, the pilot of the glider is responsible for his release as this is at the time and position he chooses).
- After release, he checks the cable has actually detached from his glider, **ONLY THEN** he turns away, usually on the right, from the tug. The tug pilot will be able to see this and then commence his descent.

#### **4.3 Local flying.**

**Unless he is authorized for cross country**, the pilot **must** ensure that throughout (for all) his flight he is in gliding range of the airfield using the following definition:

- Student pilots (solo in 2 seater or in MonoAstir): glide angle **1:10 + 500m** (1650ft) **QNH**.
- Others: glide angle **1:20 + 500m** (1650ft) **QNH**.

#### **WARNING:**

**This applies only to wind less than 20km/hour (10kt). The pilot must also comply with the rules of air traffic (overflight, right of way, etc...).**

**Within a radius of 10km (6Nm) of the site, LEFT circling in thermals is recommended, especially during the main grid launch as the local airspace is then very busy.**

**VISITORS, DON'T FORGET THAT WE SET QNH ON OUR ALTIMETERS!  
OTHERWISE, YOU WILL FIND YOURSELF 547 meters below (too low) !**

#### **4.4 Descent to Circuit Height.**

**This is done upwind of the beginning of the downwind leg.:**

**Over POLLEIN village for landing on RWY 09**

**At NORTH of the airfield for landing on RWY 27.**

The glider **must** arrive in this area **WELL above** the level of the downwind leg ( 1500m QNH minimum).

All glider pilots are going to land must make the following radio call:

*“AOSTA INFO ALIANTE “marche” PRENOTAZIONE “*

*“AOSTA INFO GLIDER “CALL SIGN” OVERHEAD THE FIELD ZONE 09/27”*

or:

*AOSTA INFO GLIDER “CALL SIGN” DESCENDING ZONE 09/ 27 ”*

#### **4.5 Landing on RWY 09 or 27**

<b>For RWY 09 : circuit left</b>
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Over **Pollein village** (South-West of THR09) at 900m QNH before overflying and cross the airfield from SOUTH to NORTH, Report/Call :

*“AOSTA INFO ALIANTE “marche” INIZIA PROCEDURA PER PISTA 09 CARRELLO ABBASSATO E BLOCCATO “*

*“AOSTA INFO GLIDER “CALL SIGN” STARTING PROCEDURE for RWY 09 GEAR DOWN and LOCKED”*

Normal circuit calls.

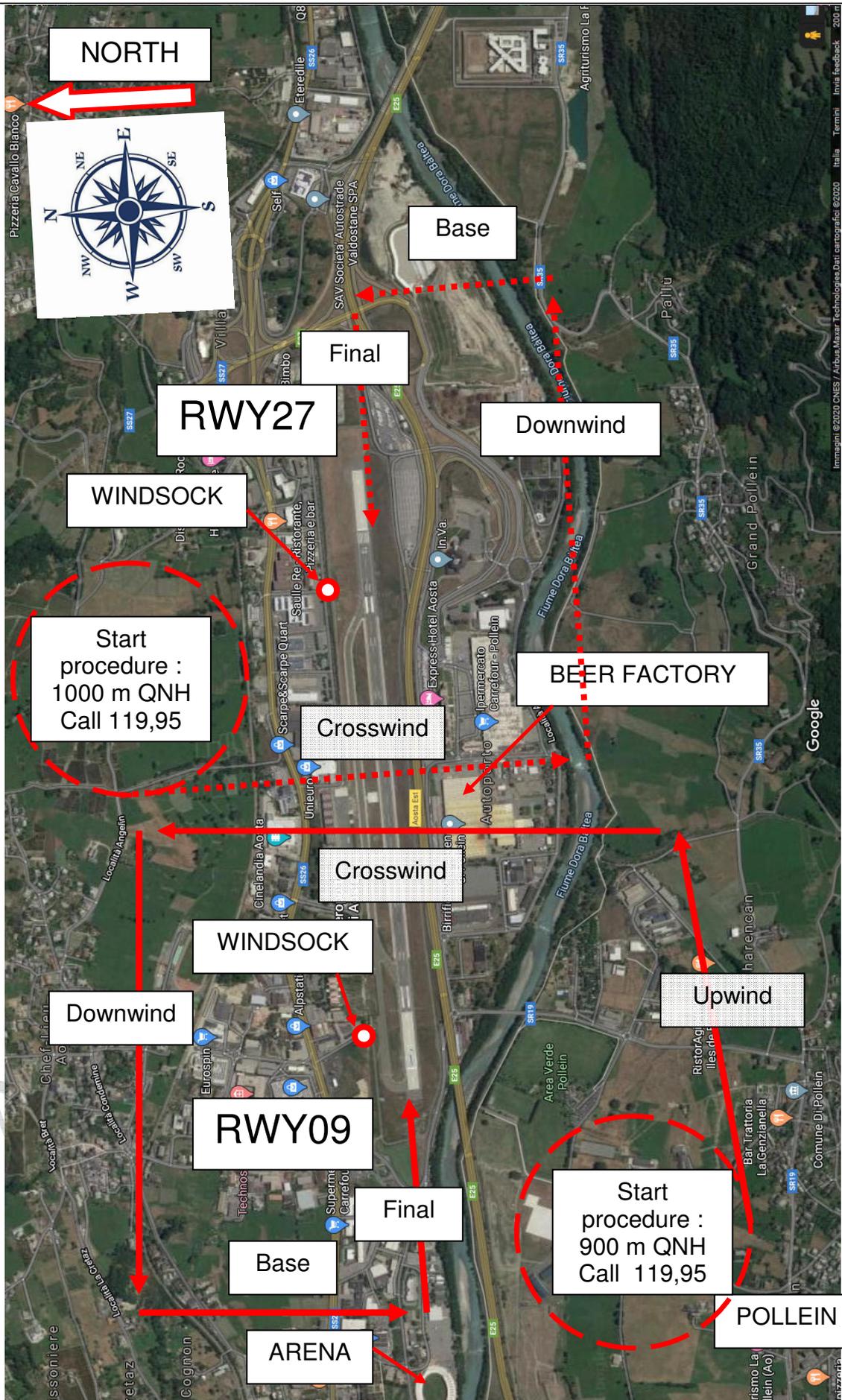
<b>For RWY 27 : circuit left</b>
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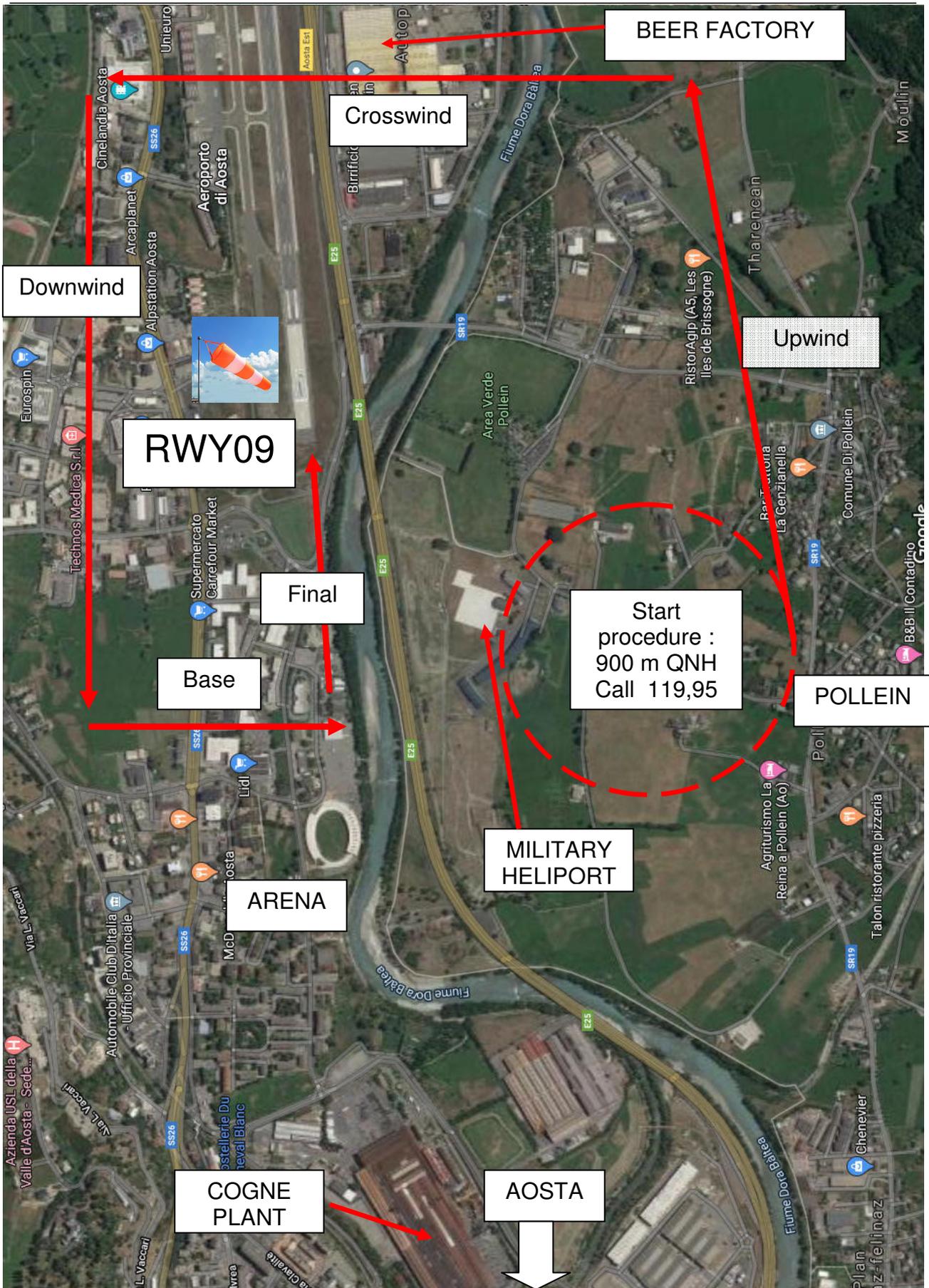
At NORTH of the airfield at 1000m QNH before overflying and cross the airfield from NORTH to SOUTH , Report/Call

*“AOSTA INFO ALIANTE “marche” INIZIA PROCEDURA PER PISTA 27 CARRELLO ABBASSATO E BLOCCATO “*

*“ AOSTA INFO GLIDER “CALL SIGN” STARTING PROCEDURE for RWY 27 GEAR DOWN and LOCKED”*

Normal circuit calls







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#### **4.6 Use of Radio.**

The AeroClub Valle d'Aosta and AOSTA INFO use two frequencies:

In AOSTA ATZ Gliders (and every other plane) **MUST** contact AFIS: **AOSTA INFO** :

<b>frequency 119.95 (25 kHz) or channel 119.955 (8.33 kHz).</b>
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Radio messages must be concise and reduced to the essential.

**Outside** AOSTA ATZ gliders may/should use **123.375 MHz** for communication between them.

It is for gliding messages: - Position/ops normal calls, reporting special weather, problems, etc...

<b>IMPORTANT:</b>
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<b>Every 30 minutes please inform AOSTA INFO about your ALTITUDE and POSITION . If you wish you may be supervised by an Instructor.</b>
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#### **4.7 Position Reports/OPS Normal CALLS to AOSTA INFO.**

These messages are essential for pilot safety.

For LOCAL FLYING: the glider pilot calls AOSTA INFO every half hour

For CROSS COUNTRY FLYING : the glider pilot calls AOSTA INFO every hour before 6 pm, and every half hour afterwards.

On **123.375** you announce your **position**, **altitude** and **variometer trend**, at the request of the starter or an Instructor (you can be out of range if you are far away, low, or behind a mountain). Do not expect to always get a reply from the starter at the launch point. An Instructor will have noticed your message.

These messages have in the past allowed considerable reduction of search areas after accidents and in consequence have helped to speed up pilots rescue.

#### **4.8 Radio Failure.**

If flying locally, pilot after checking that the:

- volume is not turned down,

- he has the correct frequency selected,
- and that accessible switches are in the correct position.

pilot must land back at the airfield immediately

If flying cross country: the pilot must interrupt his task and return to the airfield, meanwhile if possible trying to be identified by another glider from the AeroClub Valle d'Aosta.

#### **4.9 Controlled and Regulated AIRSPACES.**

**WARNING : Compliance with the Rules of the Air is pilot's sole responsibility.**

NOTE: On special occasions such as: visits by heads of state; summer holiday of the Pope; etc. Temporary airspace restrictions may be imposed, therefore careful planning of local flights with control of existing NOTAMS is always required.

- The danger zone closest to our Region is Zone D47 Ivrea sector "A", the vertical limits of which range from FL 50 or 2,000 FT AGL to FL 240, which borders the southeast border line of the Aosta Valley ( see aeronautical map).

#### **NATIONAL PARK: "Parco Nazionale del Gran Paradiso"**

The Park is located SOUTH of the AOSTA AIRPORT: see maps below

**DO NOT FLY OVER this AREA. !!!**

This restriction must be observed.

There is nevertheless a tolerance in the Parc.

**WARNING : pilots have been fined/sactioned flying over Parco Nazionale del Gran Paradiso**

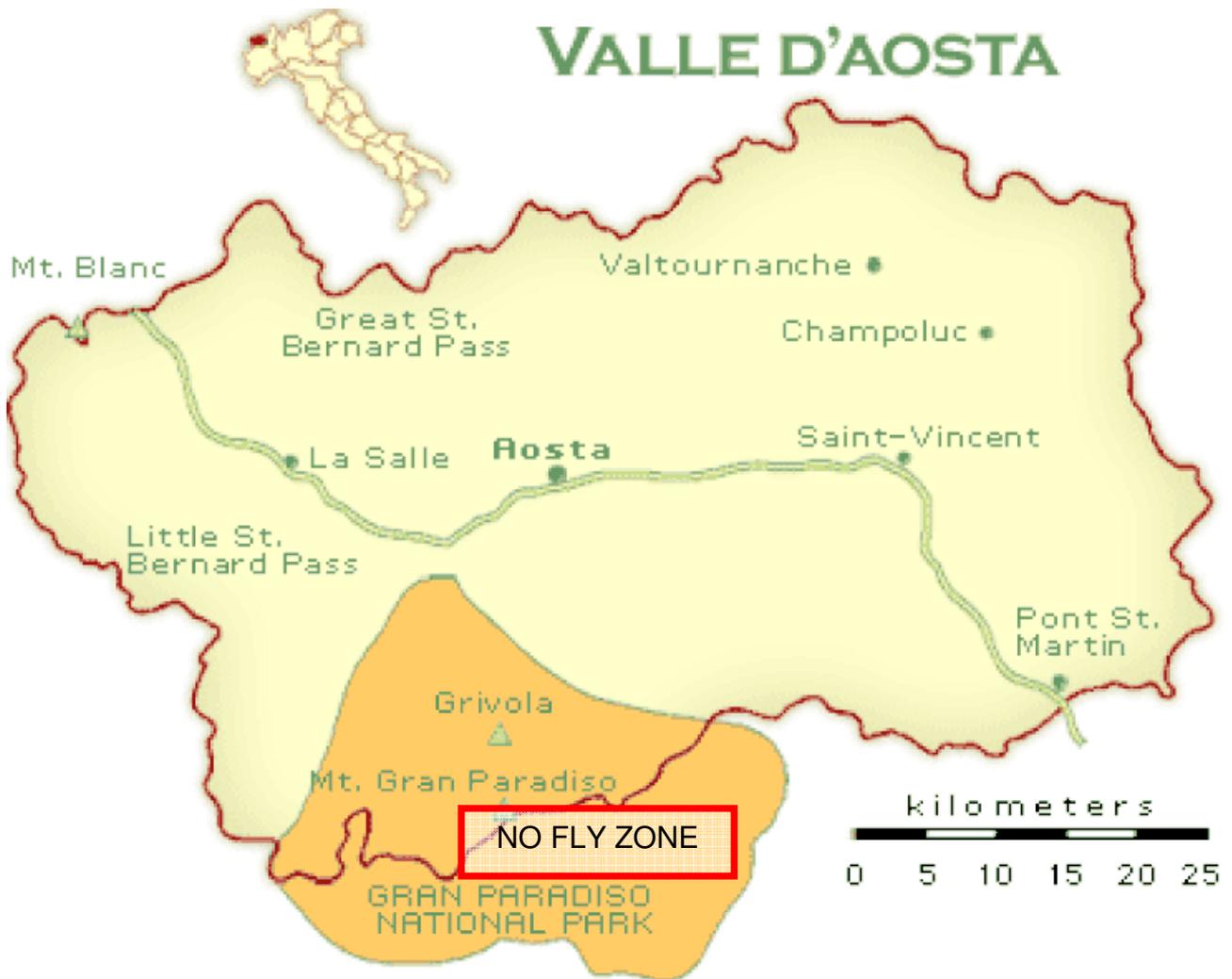
Even if it is odd that gliders, paragliders, Fighters and 747's are put together in the same group, one can imagine that our presence could disturb certain species, for example during breeding. We therefore ask you **do not approach or disturb them.**: On their behalf Thank you!

Also, if you are thermal climbing with eagles or other prey birds, turn in the same direction. They prefer this and normally they know best!

To protect the environment of some areas like natural parks, areas of biological, faunistic interest, under provision art. 11 of Law 6.12.91 n° 394, further local and regional restrictions, and according to Italian civil aviation Authority's provision n°42/1060/R1/6-1-1 dated 14-05- 98, take-off, landing and low level overflying are prohibited to all aircraft (ultra light machines also) over Natural Reserves unless under emergency, rescue, fire fighting operations or for wild life reserve advantages, authorized by the Reserve's Authority. List of these interdictions with the specification of the coordinates and the dimensions of the areas and the level prohibited are listed in ENR 5.6.1.1-1 and following.

Overflying prohibited to non-authorized aircraft. SFC/1500 ft AGL(vedi AIP ENR 5.6.1.-1)  
Area delimited by lines joining following points:

45°41'00"N 007°11'30"E  
45°34'00"N 007°33'00"E  
45°25'00"N 007°28'00"E  
45°26'00"N 007°14'00"E  
45°24'00"N 007°11'00"E  
45°28'30"N 007°04'00"E  
45°41'00"N 007°11'30"E



Aero Club



**AEROBATIC CUBE : AOSTA ACRO AD**

Aerobatic training activity may be carried out, by authorised users, within those zones and as specified in ENR 5.5.2.1-1 and following.

- 1550 ft AGL / 5500 ft AGL "can be activated as needed with request to AFIS (AIP ENR 5-5-2)

Delimited cube by lines joining following points:

- 45°43'37"N 007°22'34"E
- 45°43'35"N 007°21'43"E
- 45°44'06"N 007°21'43"E
- 45°44'02"N 007°22'06"E
- 45°44'07"N 007°22'29"E
- 45°43'37"N 007°22'34"E



**PARACHUTING AREA : S. CHRISTOPHE AOSTA - CIV**

Parachuting may be carried out, by authorized users, within dropping areas and as specified in ENR 5.5.1.1-1 and following.

Circle of radius 2.0NM centred on: 45°44'19"N 007°21'45"E  
SFC/13500 ft AGL (AIP ENR 5-5-1)

## Aero Club Valle d'Aosta

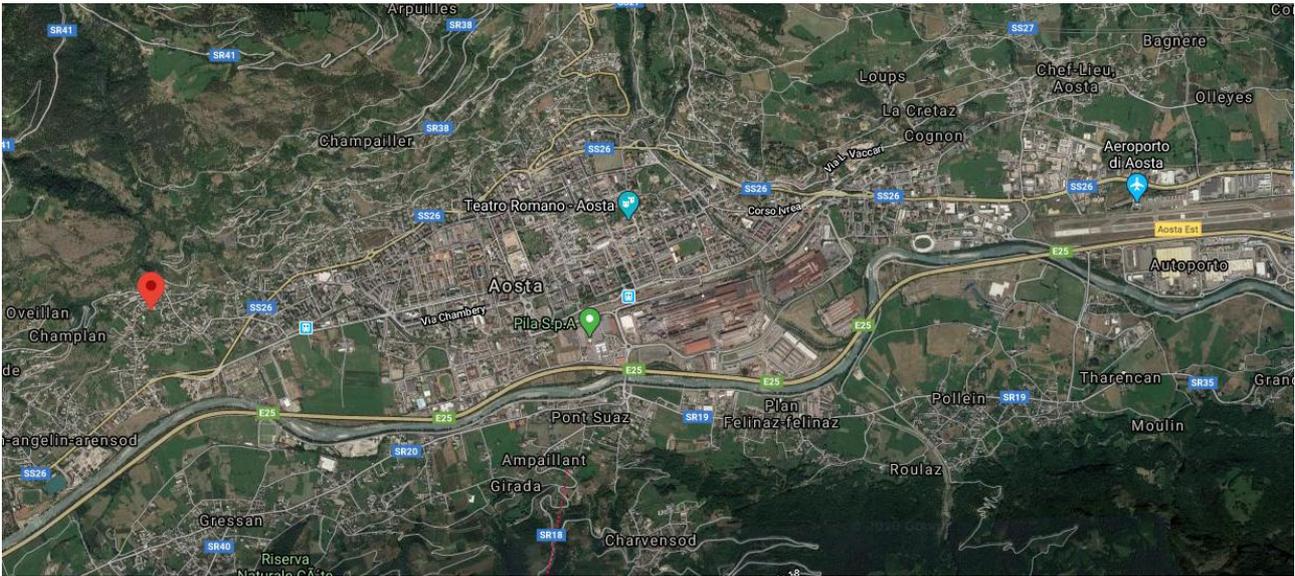


### MILITARY FIRING AREAS

Following areas with specified vertical and lateral limits, are established for the purpose of conducting certain military firing activities only, on a recurring basis.

Activation of such areas will be notified each time by NOTAM.

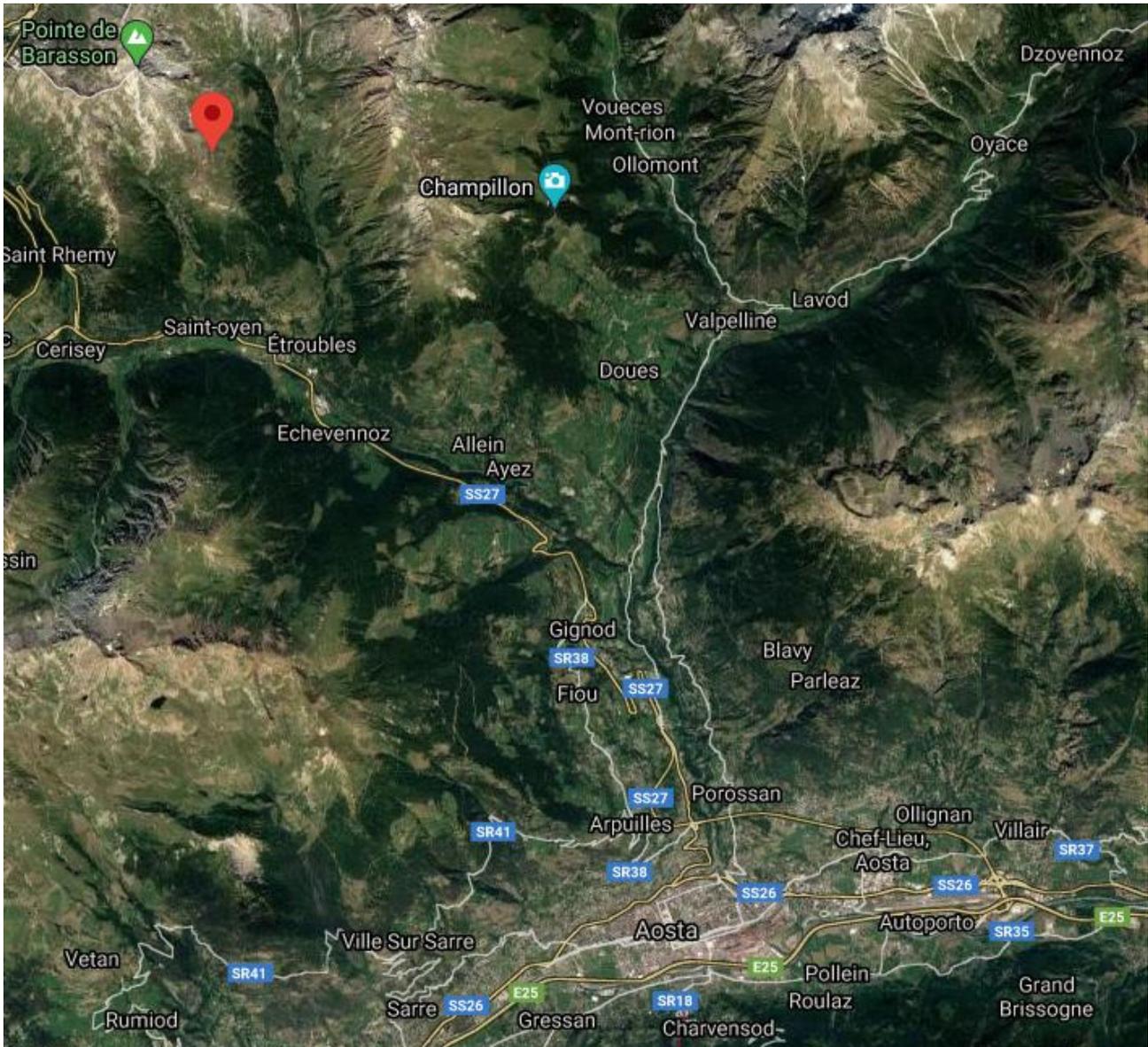
**CLOU NEF** (W Aosta) Circle of radius 1.5NM centred on: 45°44'00"N 007°17'00"E  
SFC/6200 ft AMSL



**ORGERE** (La Thuile) Circle of radius 3.0NM centred on: 45°43'00"N 006°54'00"E  
SFC/11600 ft AMSL



**MENOUE** (NW Aosta) Circle of radius 3.0NM centred on: 45°51'00"N 007°13'00"E  
SFC/9700 ft AMSL



#### **4.10 Flying at high altitude.**

Flights in wave are interesting and spectacular, but can also present dangers, including cold, tiredness, lower oxygen level and turbulence.

- **Cold:** In standard atmosphere, temperature drops 6.5°C per 1000m (2°C/1000ft). Towards 6000m/FL200 temperature is often -25°C even though the surface temperature might be +15°C. It is evident that effective and appropriate protection is essential (plenty of layers, down jacket, boots, gloves, hat, etc...).

- **Tiredness :** Cold, difference of pressure and lack of oxygen are the main factors which tend to reduce physical stamina of the pilot flying at high altitude. Lack of sleep, abuse of alcohol and tobacco, as well as food too rich in fat, contribute to this state of affairs. Sparkling/fizzy drinks are not advised.

- **Oxygen :** Flying above 3800m/12500ft QNH is forbidden unless you have oxygen available. Lack of oxygen can have serious and irreversible consequences .

#### **4.11 OXYGEN Equipment.**

Refilling oxygen bottle can only be performed by a club member having the chairman's permission and identified on a limited list available at the office.

Payment will be done according to the prices displayed in the oxygen station or in the office.

For optimum protection during daylight hours, the use of supplemental oxygen from 10,000 feet (3,050 meters) MSL and above is RECOMMENDED.

The use of supplemental oxygen becomes **MANDATORY** when 30 minutes of stay are exceeded between 12,500 feet (3,800 meters) and 14,000 feet (4,250 meters) MSL.