



Flight Watch Procedures

To increase safety we use a Flight Watch system modelled after the aviation industry, where someone always knows where C-FLUG is. Individuals responsible for Flight Watch monitor their cell phone.

Flight Watch Procedure:

1. When C-FLUG is booked, the PIC selects a Flight Watch from the Flight Watch calendar for that flight and contacts the Flight Watch to confirm they are available for the upcoming flight.
2. The PIC provides Flight Watch with her cell number, departure and return times, destination and route, and any restrictions.
3. When the PIC arrives at the 99s Hangar, she calls the Flight Watch's cell number informing Flight Watch of the wx, winds, and PIC's intentions, passenger and emergency contact and confirms PIC has filed a formal Flight Plan with Nav Canada on 1-866-WX-BRIEF using Flight Watch's cell number as the emergency contact number. PIC texts a photo of her flight plan, passenger manifest, and PAX waiver, leaving the hard copy in the blue bin in the hangar.
4. When the PIC returns to Lyncrest, PIC closes the formal Flight Plan with 1-866-WX-BRIEF, calls the Flight Watch's cell number informing Flight Watch that C-FLUG is back, and informs the Flight Watch of any issues.
5. If the PIC decides NOT to fly due to wx or winds or for any other reason, PIC is to call Flight Watch before the estimated departure time to let Flight Watch know. Flight Watch is waiting for the PIC to call.

Note: Flight Watch checks SPOT is ON once FLUG Pilot says she has turned it On.
Flight Watch Procedures when C-FLUG Pilot is "No Contact"

If a PIC does not call the Flight Watch by scheduled departure time, the Flight Watch begins looking for PIC using the following steps:

First Phase

- Call PIC's cell and home number,
- Call Chief Pilot/Aircraft Manager to report PIC "No Contact"

Second Phase

- Within 30 minutes After estimated time of call (eg departure or arrival time), begin the following steps:
 - Call Airport Manager or other pilots typically working in their hangars (eg Harold Kroeker, Murray Goosen) to see if someone at the airport can check to see if C-FLUG is still in the hangar,
 - If C-FLUG is not in the hangar, call 1-866-WX-BRIEF to confirm Flight Plan was filed and opened. Ask FIS if any radio contact had been made and ask for any updated ETA or position received.
 - Call airport operator at the airport the PIC had planned to fly to, asking if C-FLUG has arrived and if so, request that PIC call immediately.

Third Phase

When PIC is still "No Contact" and C-FLUG is not in the hangar, report missing aircraft to Chief Pilot/Aircraft Manager for further action.

Note: Reason Flight Watch confirms Pilot has turned SPOT ON and working correctly, is so FW can easily track their Pilot and can easily check the SPOT if Pilot is MIA.