

PART B - OPERATIONAL RULES

SECTION I - GENERAL OPERATIONAL RULES

1. Only Club Members, FAA designated examiners and Certified Flight Instructors, are authorized to pilot Club aircraft.
2. Members may use Club aircraft for personal transportation, flight training, or the member's pleasure. Club aircraft may not be used for commercial operation as defined by Federal Aviation Regulations.
3. Any member who utilizes club aircraft to the extent that they are impeding other member's ability to utilize the aircraft may have a maximum flight time limit imposed at the discretion of the board.
4. Certificated Flight Instructors approved by the Club are the only individuals who are authorized to give checkouts in Club aircraft.
5. Instructors are independent contractors and are not provided by the Club.
6. Smoking is not permitted in Club aircraft.
7. Only Club aircraft and equipment may be stored in the hangar. Members may not store personal property in the hangar at any time.
8. At no time shall any vehicle be parked so that it prohibits aircraft movement into or out of **any** hangar unless the member is in the immediate vicinity of the vehicle.

SECTION II – PILOT REQUIREMENTS

General Pilot Requirements

1. In order to act as PIC in any Bakalar Flying Club aircraft, a Member must;
 - a. possess a current medical or meet the requirements of BasicMed, and;
 - b. have completed a flight review as set forth in FAR 61.56 or be a student pilot that has flight instructor authorization for solo operation, and;
 - c. receive ground training by an authorized individual for each aircraft to be flown, and;
 - d. complete an Aircraft Proficiency Written exam for each aircraft to be flown, and;
 - e. complete an initial flight checkout with a Club Instructor for each aircraft to be flown, and;
 - f. meet experience requirements as follows:

Experience	Requirement
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Less than 10 hours in make & model	3 hours of dual flight instruction in the make and model
More than 10 hours in make & model	1 hour of dual flight instruction in the make and model

2. In order to act as PIC under IFR conditions in any Bakalar Flying Club aircraft a Member must;
 - a. Receive an instrument checkout from a Club Authorized Flight Instructor in each aircraft to be flown, or;
 - b. Be receiving dual instruction from a Club Authorized Flight Instructor

Currency Requirements

3. In order to act as PIC in any Bakalar Flying Club aircraft, a Member must have;
 - a. completed an Aircraft Proficiency Written Exam for each aircraft to be flown in the previous 12 calendar months, and;
 - b. completed a Flight Review or Flight Proficiency Check with a Club Instructor in a Club aircraft in the previous 12 calendar months. An FAA check ride may be substituted as a Flight Proficiency Check.
4. Any member not logging at least 1 hour of PIC time and 3 landings in the previous 180 days in a club aircraft must complete a Flight Proficiency Check prior to acting as PIC in any Bakalar Flying Club aircraft.
5. In order to act as PIC under IFR conditions in any Bakalar Flying Club aircraft a Member must have;
 - a. completed an Instrument Proficiency Written Exam for each aircraft to be flown in the previous 12 calendar months, and;
 - b. Completed an Instrument Flight Checkout with a Club Instructor in the previous 12 calendar months in each aircraft to be flown.

SECTION III - RESERVATION OF CLUB AIRCRAFT

General Reservation Policies

Club aircraft are shared resource. Reservation policies are designed to help provide fair access to the aircraft for all members while allowing everyone to enjoy flying when and how they desire.

1. No member may fly a Club aircraft without scheduling time for the flight.
2. Reserve only the time in which you will be using the aircraft.
3. No more than 4 reservations may be held at one time.

4. Reservation times are valid for 30 minutes after the time of initial reservation. After the 30-minute period, the reservation lapses and the reservation is forfeited.
5. If the aircraft cannot be returned at the time stated in the schedule, notify any other members affected by the change and contact a board member to update the schedule.
6. A standard reservation is limited to 24 hours. Reservations may be used sequentially to form a longer reservation.
7. Extended overnight reservations (greater than 24 hours) away from KBAK are allowed and encouraged with the following restrictions:
 - a. A minimum of 1 hours of flight time per calendar day is expected, and;
 - b. must be approved and scheduled by a Board Member, and;
 - c. are not limited in length but do count against the member's total reservation limit.

Changes & Cancellations

8. Members are expected to fly when they have scheduled the plane.
9. Reservations are locked for changes and cancellations within 24 hours of the scheduled starting time. Any changes or cancellations within the 24-hour window must be requested on flybak.org or through direct communication with a board member. Valid reasons for changes and cancellations include weather, maintenance, illness and instructor availability.
10. Members failing to show up for a scheduled flight without attempting to contact the Club may be assessed a \$50 penalty.
11. Valid reasons for changes and cancellations include weather, illness, instructor availability and aircraft availability.

SECTION IV - REPORTING TIME AND EXPENSES

1. All flight time will be reported from the tachometer based on each 1/100th of an hour.
2. All flight time and fuel purchases must be reported electronically **immediately** following the flight. Flight time should be recorded on the paper log as a backup.
3. Receipts should be obtained for purchase of other products, such as oil.
4. Additional services such as parking fees, hangar fees, etc. are at the expense of the member. If the Club credit card is used for these expenses a receipt must be submitted to the Treasurer. These expenses will be added to the member's monthly statement.
5. Any maintenance services purchased must have approval of the Maintenance & Safety Director prior to having the service performed. Any maintenance performed outside of these guidelines could become the financial responsibility of the member who authorized the work.
6. All maintenance squawks must be reported electronically.

7. If the aircraft is unfit for flight contact the President, Vice President or Maintenance & Safety Director immediately and alert any members who have the aircraft reserved within the next 24 hours.