Northern Nevada Aviation
Safety Procedures/Practices

General

1) Know your own limits. Do the IMSAFE checklist. Check and review your personal limits with a Certified Flight Instructor on periodic basis.
2) Know what time the airplane is scheduled to be returned. If you will be delayed, advise NNA as soon as possible.
3) Know and comply with the FARs, local airport rules and NNA policies.
4) Be familiar with the airplane that you are flying; know the limitations of your plane.
5) USE THE CHECKLIST EVERY TIME YOU FLY.
6) NNA Aircraft shall NOT be intentionally operated on any unpaved runway.
7) Off-airport landings are strictly prohibited, except in an emergency.
8) Never board or deplane passengers with the engine(s) running

Student Aviator Solo Flights

1) All solo flights must be approved by an NNA CFI who is present at NNA at the time of your solo flight.
2) Your CFI will assign/approve all solo flights, and will prescribe the maneuvers to be practiced.
3) No student aviator will begin a flight that has an ETA at the destination airport at or after sunset.
4) For student aviator solo cross country flights, your instructor will assign the route(s), review the flight planning and current weather reports and give you final approval on the *day of your flight*. No overnight, cross country flights are permitted for student solo aviators. In the event that your instructor cannot be present, he/she will assign that duty to another NNA CFI.
5) If a landing is made at a non-scheduled airport, call NNA at 775-857-2255 and talk to the Chief CFI or senior CFI on duty for further instructions.
6) Student aviators embarking on cross country flights will depart NNA in Reno with full fuel, unless otherwise specifically approved by an NNA CFI.
7) Stall practice will not be initiated below 3000 feet AGL and will not be practiced over a congested area or on an airway.

Verify Airworthiness

1) If any discrepancies are found with the aircraft, bring them to the attention of an NNA CFI, mechanic or other employee before recording them.
2) Before accepting an airplane, verify the status of any previously noted squawks or discrepancies.
3) If there is ANY question as to the airworthiness status of an airplane, consult an NNA CFI or mechanic.

Weather Minimums

1) Student aviator solo flights are not permitted when the weather conditions are below the following:

Location	Ceiling/Visibility
Traffic Pattern	1500 AGL / 3 miles
Practice Area	6000 AGL / 6 miles
Cross Country	6000 AGL / 6 miles (entire route)

2) Instrument flights will not takeoff when the departure airport is below landing minimums.
3) Flight is not permitted in or near thunderstorms or when thunderstorms are reported or forecast to be within 20 miles of your intended route.

Preflight

1) Before each flight, perform a thorough preflight inspection – USE THE CHECKLIST.
2) Verify that all control locks (internal and external), chocks and tie downs are removed.
3) Verify that a checklist, the Pilot's Operating Handbook (or equivalent) and other required documents are on board the aircraft. AROW
4) Make sure that ALL of the ice, snow and frost are removed from the windshield and airframe.

Fire Precautions

1) NO SMOKING is permitted in ANY NNA aircraft.
2) NO SMOKING is permitted in ANY NNA hanger.
3) NO SMOKING is permitted within 50 feet of an NNA aircraft or within 100 feet of any refueling operation.
4) Be familiar with the location of fire extinguishers in the aircraft and around the ramp areas.
5) If a fire starts on the ground, put the mixture control to idle cutoff, turn the master switch off and evacuate the aircraft.
6) If an in-flight fire occurs, comply the emergency checklist and contact NNA as soon as practical.
7) DO NOT attempt to start any aircraft following a fire. Call NNA and speak with a CFI or mechanic for instructions.

Taxi Procedures

1) Taxi slowly and use extreme caution, especially around people, aircraft and other obstacles.
2) If the aircraft comes into contact with an object while taxing or towing, contact NNA for instructions. DO NOT attempt to fly the aircraft.

3) When approaching an area with limited clearance, proceed only with the aid of a "wing walker" guide, otherwise, shut down the engine and use a towbar to manually tow the aircraft past the area.
4) Always taxi with the nose wheel on the taxiway centerline unless otherwise directed by the tower. However, YOU are the final authority on the safe operation of the aircraft.
5) Use 800-1000 RPM while taxiing the aircraft. DO NOT ride the brakes while taxiing.
6) Whenever taxing, the aviator's attention should be directed outside the aircraft. Wait until stationary before reading checklists, consulting charts, etc.
7) Carefully look for traffic before crossing or taxing onto any runway.
8) If there is every any doubt about ground operations or how to reach your destination on an airport – STOP and ask the ground controller for assistance or "Progressive Taxiing Instructions" to your destination.

Fueling/Fuel Reserves

1) REMEMBER, A LARGE PERCENTAGE OF ALL GENERAL AVIATION ACCIDENTS ARE THE RESULT OF FUEL MISMANAGEMENT.
2) The fuel level is consider VERIFIED if it has been checked and confirmed at a specified level by one of the following methods:
    a. Visually looking into the fuel tank
    b. Confirming by reaching down into the tank and touching the fuel level
    c. Inserting (via the filler cap) a device that is specifically calibrated and designed for that specific aircraft and purpose
3) Checking the fuel gauge DOES NOT verify the fuel level.
4) Before EVERY flight, VERIFY the fuel quantity and grade and sump ALL of the drains for contaminants.
5) Verify the security of ALL fuel/oil caps during preflight and after any servicing – especially if service by an attendant.
6) Make certain that the interior fuel gauge agrees with the Verified fuel levels.
7) During the normal in-flight scan of the gauges, confirm that the fuel gauge readings agree with the preplanned consumption and if not, consider landing as soon as practical to determine your actual fuel level.
8) Do not refuel with the engine(s) running or with any persons onboard the aircraft.
9) Be familiar with the fuel system, capacity and the consumption rate of the aircraft that you are flying.
10) All VFR flights will plan to have a minimum of one hour of reserve upon landing.

Collision Avoidance

1) AT ALL TIMES maintain a scan for other traffic.
2) Perform clearing turns during climbs, descents and prior to commencing air work maneuvers. (Be especially alert for traffic during ground reference work!)
3) Some particular places to be EXTRA cautious:
    a. Approaching/over VORs
    b. Below 5,000 AGL in the vicinity of airports

c. In the traffic pattern, around the area with the crosswind and downwind legs meet
d. When entering the pattern on the 45
e. Everywhere else in the traffic pattern (check final when you are on base)

4) Be familiar with the flight paths of nearby instrument approaches and IFR airways. These are high volume traffic corridors, even during VFR conditions due to commercial traffic and instrument training.
5) A radio call should be made to a tower or CTAF when at least 10 miles out, and before entering the pattern on a 45 degree, while at mid-field crosswind, while down wind, when entering base and when turning to final.

Maneuvers

1) Perform clearing turns before beginning *each* maneuver.
2) If required, intentional spins and emergency procedures will be practiced only with an NNA CFI on board.
3) Stall practice will not be initiated below 3000 feel AGL, and not over congested areas or on an airway.
4) Air work and ground references maneuvers will be practiced only within approved practice areas.

Simulated Emergencies

1) Simulated forced landings will be practiced only with an NNA CFI on board or with a specific sign off from the aviator's primary CFI. Off airport simulations will NOT continue below 500 AGL.
2) Simulation of engine failure in single engine aircraft will only be done by retarding the throttle. AT NO TIME will the mixture control be retarded or fuel selector turned off.
3) During multi-engine training, engine failures will not be simulated by cutting off the fuel supply to an engine without express approval of NNA's Chief CFI. (This does not apply to an engine shutdown/restart demonstration required by a particular curriculum and with the approval of the Chief CFI)
4) Engine failure practice will be conducted over terrain suitable for an off-airport landing, in case an actual emergency should develop. Conducting such practice over an airport is preferred.

Securing the Aircraft

1) Use caution when opening the doors in high winds to prevent damage to the hinges. It is preferable to maneuver the aircraft and park it facing into the prevailing wind when possible.
2) After each flight, install the control lock, adjust and attach tie down chains if available and lock the doors. At airports other than Reno, if ramp conditions warrant, set the parking brake and chock both main wheels and set the fuel selector to either right or left. On the Mercury ramp in Reno, it is preferable to chock the main wheels and NOT set the parking brake. The ramp staff cannot tow the aircraft with the parking brake set and the doors locked.