

## **North Shore Aero Club, Inc.**

### **Personal Conduct Rules**

#### **GENERAL**

- All pilot rated applicants must be flight checked and approved by a Club Flight Instructor designated by the Chief Flight Instructor before his (or her) membership can receive final approval.
- All new non-pilot rated members must be instructed and approved for solo by a Club Flight Instructor, or a Club Approved Certified Flight Instructor (revised 10/01/1981).
- A member must perform a thorough preflight inspection of the aircraft, including a visual inspection of the fuel quantity, prior to commencing his (or her) flight. Any damage or discrepancies discovered by a member will be assumed to be the responsibility of the last user unless it has been reported previously to the Operations Manager. If a condition is discovered which may affect the airworthiness of the aircraft, the aircraft shall not be flown until cleared by the Operations Manager.
- Any member taking the aircraft into the air in a questionable condition, or against the advisement of the FBO base from which the NSAC operates, or Club CFI, or an A&P will be considered as violating North Shore Aero Club Personal Conduct Rules.
- Incidental damage due to accidents directly attributable to pilot negligence will be paid for by the pilot up to the amount of the insurance deductible clause coverage.
- Each member must ascertain that the airworthiness and registration certificates, appropriate operating limitations information and operator's manual are in the aircraft prior to commencing his flight (revised March 1998).
- Flight plans must be filed for flights over sparsely populated areas, mountainous, wooded terrain or for extended over water flights.
- Upon completion of a flight, the pilot must clean out and secure the aircraft. Ash trays will be emptied, waste paper and extra charts will be removed, seat belts will be straightened, gust lock secured, pitot tube cover installed, control locks fastened and aircraft securely tied down.
- No member, except the Operations Manager, may perform or authorize repairs over \$200 (revised 05/12/2002). Prior to a commitment being made, repairs must be approved by the Operations Manager, or in his absence a Director.
- Club aircraft may not be used to give flight instruction to non-members.
- The Pilot-in-Command must occupy the left seat except when he (or she) is: (a) a Club approved flight instructor, (b) a Club member who holds a flight instructors rating, (c) a Club member in instructor training, but only with the approval of a club flight instructor.
- All Club members must have an aircraft manual for each aircraft that he (or she) is checked out in.

- NO SMOKING will be permitted in or around the Club aircraft. Members shall make certain that all others observe the NO SMOKING RULE at all times while in and around the aircraft.

### **ONLINE SCHEDULING (revised 02/27/2009)**

- <https://www.aircraftclubs.com> (revised 02/27/2009).
- The pilot is responsible to indicate for each flight in the schedule book the destination, VFR or IFR, and the name of the approving officer if it is an extended flight (reinstated 02/27/2009 with switch to aircraftclubs.com). The Club president shall be the approving officer (revised 05/12/2002).
- The pilot will check the schedule book immediately preceding his (or her) flight.
- A 15-minute grace period is allowed for your arrival to fly your scheduled aircraft. After the expiration of the grace period, another member may reschedule and fly the aircraft. Aircraft must be returned by the end of the scheduled time unless weathered in or aircraft malfunction occurs. If delayed, you are expected to make a reasonable effort to contact the next scheduled pilot or a Board member.
- Minimum Guarantees of the equivalent in total time for the trip: (a) Saturday, Sunday or Holiday - 2 tach hours per day when a significant portion of the day is reserved, (b) Weekdays 1-1/2 tach hours per day when a significant portion of the day is reserved.
- Pilots are permitted 3 reservations, 2 of which may be made within the next 60 days. This limit applies to weekends and holidays (revised 09/15/1988).
- Reservations made, which subsequently appear that they will not be flown, are to be promptly cancelled prior to that time so others may utilize the time (revised 02/27/2009). This includes weather cancellations (revised 09/15/1988).

### **EXTENDED CROSS COUNTRY FLIGHTS (XX-C)**

- Definition of Extended Cross Country Flight (XX-C): (a) Weekdays in excess of 48 hours, (b) Weekends encompassing time on both Saturday and Sunday or a Holiday and Saturday or Sunday.
- Convention established previous to August 1989 has been to allow extended cross country flights up to 7 days in duration, with contingency allowances for weather delays.
- The reservation of an aircraft for use by a member for a specific time is accomplished solely on the basis of Online Scheduling (revised January 2002). In the case of scheduling an extended cross country flight, the member is required to obtain the approval of the Club president (revised 05/12/2002) prior to initiating the flight and he or she is encouraged to do so as soon as possible after scheduling the aircraft.
- Extended cross-country flights are allowed on only one plane at a time so that the other will be available to the other Club members. The exception being to allow both Club aircraft to be utilized for extended cross-country flights during the period of the annual Experimental Aircraft Association convention held in Oshkosh, Wisconsin (revised March 1998).

- The pilot will be responsible for the financial expense for ferrying the aircraft back if he (or she) is forced to abandon it during the cross country trip.
- Except in emergencies, Club aircraft shall be flown from and landed on airfields depicted on sectional charts. Any member who lands on an unapproved field due to an emergency must call a Club flight instructor for approval to take off from that field.

Board of Directors  
North Shore Aero Club, Inc.

Revised February 27, 2009  
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