

DAY BEFORE Cross Country FLIGHT

Before you start flight planning:

1. Confirm airport is on Master OU airport list (master list on AVIA website)
2. Call the FBO and CONFIRM via *talking to them* that the FBO will be:
 - 1) Open for REFUELING at your transient times
 - 2) Has AV100 LL fuel
 - 3) Can Take the OU credit card - Multi-Serve or EPIC
3. Coordinate with your Flight Instructor if you require/need a specific aircraft (for instance glass)
4. Look at Weather
5. Check NOTAMS
6. Confirm Personal Documents & Nav Personal Bag
Photo ID; Medical, FAA lic, Syllabus, Flashlight; Extra batteries/back up light; headset,
7. Assess temperatures/precip for dress
8. Weight and Balance
9. Do the cross country flight plan
 - Determine "suitable alternates"
 - Is alternate on the OU airport list and does it have an FBO?
10. Complete Risk Assessment Checklist Phase #1 of 3 and Review

If red or yellow – confer with CFI

11. Review PRF*
12. Confirm FOREFLIGHT and NAV products
 - Chart Supp; Charts; Xerox of Airfield diagrams
 - IFR – Low charts and Approach plates (check TCN if half way through cycle)
13. Ensure FOREFLIGHT data base is current (if used)
14. Ensure battery on any EFB devices are charged and you have backup battery
 - What is your backup plan if EFB dies/fails? Ensure you have paper back ups for destination and key alternate airports
15. Possibly Meet with or talk to CFI

* NOTE: As a personal technique many students take a photo of each PRF so they have their own handy PRF file they can reference 24/7

Personal Reminders (list):

Day of flight (before showing up to airport)

Optimally just before leaving your residence for the airport:

- 1. Confirm Personal Documents & Nav Personal Bag**
Photo ID; Medical, FAA lic, Syllabus

Flashlight; Extra batteries/back up light; headset,
- 2. Look at temperature – dress appropriately (layers if cold)**
- 3. Check Master Schedule / Confirm Aircraft**
- 4. Recheck weather – get official weather brief**
- 5. (re) Check NOTAMS**
- 6. Refine -cross country flight plan if necessary**
- 7. Finalize Weight and Balance**
- 8. Complete Flight Plan**
- 9. Complete Risk Assessment Checklist Phase #2 of 3 and Review**
If red or yellow – note: May call CFI
- 10. Confirm FOREFLIGHT and NAV products**
 - Chart Supp; Charts; Xerox of Airfield diagrams
 - IFR – Low charts and Approach plates (TCN if half way through cycle)

AT AIRPORT just before flight

Get to airport as early as you can before your scheduled time block.

- **RECHECK WEATHER!**
 - o - call and get Abbreviated / update brief if necessary
 - o Look at "Dispatch Weather Boards"
- **Review REAL TIME WX TOOLS -- OK Mesonet winds, local radar, satellite photo**

- **DISPATCH AIRCRAFT/MISSION:**
 - o Fill out cross country SIGN OUT SHEET
 - o Obtain FUEL CARD
 - o Solo flights (instructor sign syllabus)
 - o File Flight Plan
 - o Complete / Fill out OU PLASTIC Flight Plan CARD & post SIGN OUT SHEET to clip
 - o Sign out DISPATCH SHEET
 - o Personal BAG & Equipment
 - o GET AIRCRAFT KEY (turn in risk mgt checklist)
 - o TAKE OU CROSS COUNTRY BAG (on way out)

- **Risk Mgt Checklist #3 of 3 – sign off**
 - o Finalize Weather and other PAVE elements
 - o Sum total for Risk Score
 - o If yellow or Red – Discuss high risk areas with CFI
 - If RED – must get Supervisor of Ops "OK" to launch

NOTES:

- **Students must FILE, ACTIVTE and CLOSE VFR flight plans**
- **All flights will utilize "VFR Flight Following" with ATC**
- **OU aircraft will NOT fly through an ACTIVE MOA (military operations areas)**