

Halton Aeroplane Club (HAC)

Local Operating Procedure (LOP)

Authorised by	Gp Capt M Manwaring	Signature:	
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Post Covid19 Recovery

To protect employees, Committee members, essential staff and members during the phased recovery from lockdown to normal flying activity at RAF Halton.

Vital information. The basic principles, vital actions and timetable for easing lockdown restrictions shall be directed by OIC HAC iaw vital information sourced below in order to inform all HAC members on what to expect and how to behave to ensure mutual protection at RAF Halton during future HAC activities.

- **Vital Sources of Information.**
 - HM Gov Doctrine, DfT and HSE Guidelines
 - HQ 22(Trg) Gp Directives, RAFSC Guidance and HOE direction
 - CAA Information, GASCO Publications and LAA Guidance
- **Essential Recovery Concept.** In order to transit from lockdown and resume normal activity HAC shall adopt a 3-phase system based upon the restrictions imposed by RAF Halton:
 - Phase 0 (since March 20) Closedown HAC activity, prevent access, apply furlough to employees and adopt ongoing essential maintenance, anti-deterioration and business continuity work by authorised HAC Committee members and private owners.
 - Phase 1 (since Jul 20) Controlled access for HAC Instructors to enter and fly HAC aircraft and private owners to fly their aircraft solo.
 - Phase 2 (from 21 Aug 20) Controlled members access to regain currency in accordance with the prevailing conditions and resume normal flying training.
- **Vital Equipment.** Personal Protective Equipment (PPE) and sanitisation equipment shall not be provided from public funds.
 - Members shall provide their own PPE concurrent with recommendations unless provided by HAC.
 - HAC shall provide sanitation equipment as required sufficient to meet HSE guidelines for the premises.
 - The capacity of shared club equipment shall be reduced to allow each user and club staff to pre-use/post-use sanitise as part of a cleaning schedule,
- **Vital Recording.**
 - HAC shall register this LOP to inform members and a Risk Assessment to show the hazards and risk mitigations.
 - The Flight authorisation Book shall record flying activity.
 - The T-Card system shall record currency.
- **Vital Processing**
 - HAC Committee, Staff and Instructors shall review:

- The requirements of the club RA's.
- The extra-ordinary schedule for pilots to return to flying after an extended period of no flying and if necessary, introduce additional compliances and competencies to assure safety.
- HAC CFI and FTFI shall review the FOB to coordinate and record transition of pilots from red to green or restoration of self-authorisation on a case-by-case basis.
- HAC OpsMan shall coordinate reconnection of Ops Room functionality when appropriate meanwhile; all pilots intending to fly shall follow HAC orders and the outbrief being responsible for providing their own NOTAM, weather and safety information.
- The RAF Halton Hot Poop board shall introduce any temporary HAC conditions in red ink.