

Aircraft Pre-Use Checklist

*Safety is the paramount consideration in all
Agency aircraft operations.*

Planning Requirements

1. Has the flight / operation been approved?
2. All aircraft flights / operations shall be conducted as per the DSE Air Operations Manual.
3. All aspects of the conduct of any aircraft flight must be properly planned – including the identification of hazards.
4. An accredited Agency aviation person must be involved in the planning of an aircraft flight if not actually participating.
5. The pilot shall be briefed on the mission prior to a flight commencing.
6. Flight Following and flight notification procedures are mandatory for any aircraft flight.
7. A record of the pilot and passengers carried must be available on the ground at all times any aircraft is flying.
8. Have you briefed the nominated responsible person with regard Flight Following procedures?

Safety Requirements

1. Mandatory PPE requirements exist for Agency personnel conducting any aircraft flight.
2. All Agency personnel shall receive an aircraft safety brief before departure.
3. Minimum safety equipment requirements exist for all contract and CWN aircraft.
4. Dangerous Goods carried during a flight must be declared and labeled as per Agency procedures.

*More detailed information is contained in the DSE Air Operations Manual
or can be obtained from State Aircraft Unit personnel.*

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1. Any aircraft used for Agency flights must be registered on the Call When Needed (CWN) register with the State Aircraft Unit or be a State Fleet aircraft.
2. All registered CWN companies must have an Air Operators Certificate registered for charter or airwork operations depending on the operations to be conducted.
3. All CWN aircraft operators must hold an insurance policy to cover liability to passengers and third parties to a combined single limit of at least \$10 Million.
4. Only helicopters powered by turbine engines are to be used for Agency operations.
5. Use of "Ultra Light Aircraft", balloons, hang gliders, gliders, gyrocopters etc. for Agency operations is not permitted.
6. All State Fleet or CWN pilots must hold a commercial pilots license and meet minimum total hours and hours on type.
7. Restricted category aircraft cannot be used to transport Agency personnel.
8. Only twin engine helicopters or single engine helicopters fitted with floats can work offshore more than 5km – life vests are mandatory.
9. Any aircraft conducting an Agency operation must carry at least one operating agency radio with a hard wired aerial – pre-flight radio checks are mandatory.

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