

Local Procedures and Guide For visiting pilots 2015 / 2016



**Welcome to
BENALLA AIRFIELD**

The home of the Gliding Club of Victoria



36:33.10 S 146:00.40E

**Elevation 569 ft var 12deg E
UTC +11 during Summertime**



Gliding Club of Victoria Guide for Visiting Pilots

1.	Introduction	- 5 -
2.	Benalla Airfield Gliding Operations	- 5 -
2.1.	Runways and Circuit Procedures	- 5 -
2.2.	Aero Tow Procedures	- 6 -
2.3.	Towing Gliders on the Airfield	- 7 -
3.	Flying	- 8 -
3.1.	Personal Protection	- 8 -
3.2.	Equipment to be carried onboard	- 8 -
3.3.	Flarm	- 8 -
3.4.	Spot	- 9 -
3.5.	Outlanding	- 9 -
3.6.	SAR Procedures	- 10 -
3.7.	Retrieves	- 10 -
3.8.	Radio Procedures and Frequency Allocation	- 10 -
4.	Airspace	- 12 -
5.	Club Vehicles	- 12 -
5.1.	GCV Cars	- 12 -
5.2.	GCV Tractors	- 13 -
6.	GCV Gliders	- 13 -
7.	General GCV Information	- 14 -
7.1.	Hangar	- 14 -
7.2.	Smoking	- 14 -
7.3.	Club Workshop	- 14 -
7.4.	Club House	- 14 -
7.5.	Wireless Internet	- 14 -
7.6.	Fuel	- 15 -
7.7.	Emergency	- 15 -
Appendix 1	Local airfield details and CTAF information	- 15 -
Appendix 2	Gliding Club of Victoria out landing report form	- 17 -
Notes	- 19 -

1. INTRODUCTION

Welcome to the Gliding Club of Victoria. This brief guide is intended for visiting pilots operating their own, or rented, gliders at the Gliding Club of Victoria's Benalla Airfield.

2. BENALLA AIRFIELD GLIDING OPERATIONS

Airfield Position - 36:33.100S 146:00.400E

Elevation - 569 ft var 12° E

Time zone - UTC +11 (during summer time)

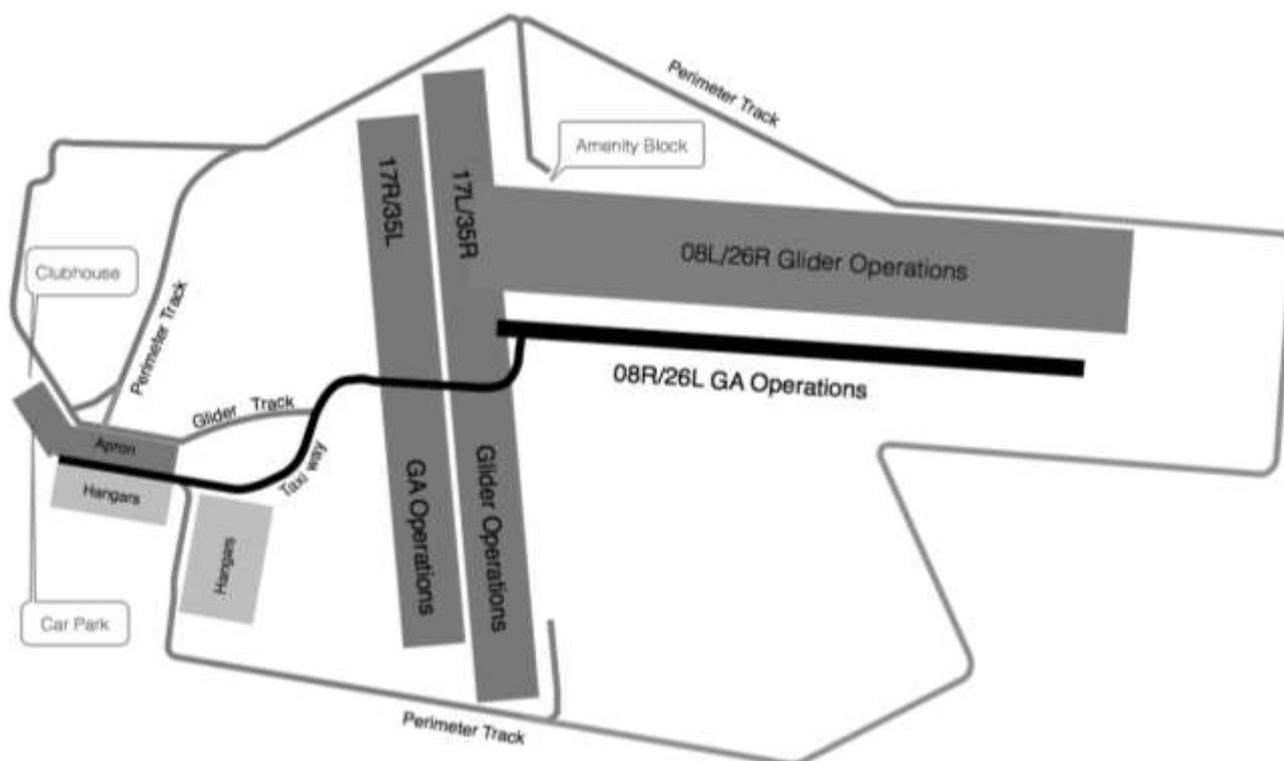


Figure 1 Airfield Layout

2.1. Runways and Circuit Procedures

Benalla airfield operates with contra-rotating circuits for sports aviation aircraft (including gliders), and GA aircraft.

- Gliders and Sports aircraft operate from grass runways: 08L/26R, and 17L/35R.
- GA aircraft operate from sealed runways: 08R/26L, and grass runways: 17R/35L.

Gliding circuits are conducted on the North side of the airfield for 08L/26R and on the East side of the airfield for 17L/35R. There is no dead side for GA traffic and GA circuits are conducted on the South side of the airfield for 08R/26L and on the West side for 17R/35L.

Glider pilots must pay particular attention not to conflict with GA traffic in circuit. When operating on the South side of Benalla airfield, gliders are expected to remain above 2100 feet QNH. No upwind flying should be carried out in the downwind Glider circuit area below 2100 ft QNH.

As a general rule, Glider traffic circuits start at 1600 ft QNH abeam the upwind end of the runway.

Runways 17L and 35R have no undershoot areas, and approaches must be made over fences; fences are highlighted with warning symbols visible from the air. The approach onto Runway 17L is over buildings and a 2 metre fence; glider pilots are advised to allow a generous height margin on final approach to this runway. The approach onto Runway 35R is over a public road which also requires some consideration.

It is expected that all glider flights will be completed by last light (30 minutes after sun set) However it is worth noting that the Runway Lighting can be switched on by radio using 123.4 press PTT 3 times.

Low level finishes are not encouraged at Benalla. The paddocks within the last kilometre of the airfield are not conducive to late selection and, with the use of contra-rotating circuits for gliders, and GA aircraft, there is a significant conflict risk. In general before doing a low level finish, you must have a low level finish endorsement, The Duty Instructor must give permission and the flight path must not require another pilot doing a normal circuit to take avoiding action.

All pilots should be aware of the existence of the ADI Factory immediately to the north of Benalla airfield. The installation is protected by Restricted Area R364 which has dimensions 1 nm radius horizontally and surface to 2000 feet AMSL vertically. It is not permitted to fly or land within this area.

122.5 is the CTAF (Common Traffic Advisory Frequency) for Benalla. The following calls are required on this frequency when operating a glider at Benalla:-

Transit	Benalla Traffic glider (call sign) 10 miles, South, tracking North (Altitude), Benalla
Inbound	Benalla traffic glider (call sign) inbound from the (direction) 10 miles (Altitude) feet Benalla
Downwind	Benalla traffic glider (call sign) entering down wind (runway) Benalla
Base	Benalla traffic glider (call sign) base (runway) Benalla
Final	Benalla traffic glider (call sign) finals (runway) Benalla
Straight in *	Benalla traffic glider (call sign) 3 mile final (runway) Benalla Benalla traffic glider (call sign) 1 mile final (runway) Benalla

*Aircraft should be lined up on the runway centre line at 5 NM for a straight in approach. (Altitude) reporting is referenced to QNH.

The office uses 122.5 with call sign "Benalla Base"

The Launch Point uses 122.5 with call sign "Benalla Field" or "Benalla Ground".

2.2. Aerotow Procedures

Low tow is the standard tow and release position used in Australia.

Before starting the launch, establish radio contact with the tug pilot. Use pilot's name or the tug three letter call sign for radio communications.

Please ensure that the Tug Pilot knows the glider pilot's name, whether the glider is carrying water ballast, the tow speed required, or if it is intending to use the high tow position.

Actions and Signals on the ground are:-

Hook up	The person hooking up the glider should be prepared to check that the correct hook is being used, that the airbrakes are closed and locked, that the canopy is closed and locked, the tail dolly is removed, wing stands removed and any tapes blocking the water ballast vents have been removed as instructed by the pilot.
Take up slack	Hand moved from side to side in an underarm motion across the body
All out	Hand moved from side to side over the head
Stop	Hand stationary above the head and Shout STOP STOP STOP

Actions and Signals in the air are:-

Tug emergency release	Rolling of the tug aircraft from side to side. (wave off) This signal is a definite ROLLING MOTION of the aircraft and not just wagging of the ailerons. The Glider pilot is required to release immediately
Glider Unable to release	Report on radio, if unable, glider moves to the left and waits for the tug pilot to acknowledge with a hand wave. The glider goes into a high tow position and waits for the tug pilot to release.
Airbrakes open	Rudder waggle from tug. Glider pilot checks airbrakes are closed and locked. If the situation is unresolved, anticipate the possibility of a wave off.
After Release	Glider turns RIGHT tug turns LEFT. There is no requirement for radio confirmation of release, however if one is given then the tug call sign should be included.

Glider pilots should be aware that operations off Runway 26R require a right turn soon after take-off to clear the town of Benalla. GCV Tug Pilots are permitted to commence that turn at any height above 200 feet AGL

2.3. Towing Gliders on the Airfield

Vehicles must not be driven on taxiways or runways except when towing a glider. When doing so, the combination is deemed to be a taxiing aircraft, and the driver must accept the obligations that accompany that situation. Flashing yellow lights – or flags that comply with the CASA regulations - MUST be utilised (see GCV Rules for details). Gliders should only be towed at walking pace. The purchase of a Flashing Yellow Light is the member's responsibility. The GCV does not supply them. Flashing lights can be purchased locally from Repco or Coopers in Benalla.

When not towing a glider, access to the runways is via the perimeter track, not the taxiway.

All runways must be considered as active unless closed by notam and marked as such.

Taxiways on Benalla airfield are marked with solid and dashed yellow lines at the runway crossing points.

- Stop abeam the runway markers or at all solid lines. Check for aircraft approaching or departing in either direction or in the circuit and give way to them.

Give way to powered aircraft on taxiways wherever possible. This can often be achieved by briefly pulling off the taxiway onto a glider runway or an inactive portion of the airfield, and stopping while traffic passes.

This particularly applies to backtracking 26R which should be carried out on the Southern edge of that runway, however this might not be possible when the ground is wet, or grass is long.

3. FLYING

3.1. Personal Protection

Minimum personal protection measures are:-

- skin protection (sun cream minimum of factor 30)
- broad brimmed hat for walking around and a suitable hat for flying (baseball caps are not suitable and are not permitted when flying)
- sun glasses
- water; at least 2 litres of drinking water even for a short flight

It is not advisable to wear open shoes (thongs/sandals). In the event of an out landing this type of footwear offers insufficient protection from snakes, spiders, crops or gravel roads.

3.2. Equipment to be carried onboard

Please take the following items in the glider:-

Your personal documents, ID card, or Driving Licence
Glider documents as required for your glider
A map of the area you are flying over.
CTAF information.
Out landing form and pen
Mobile phone
SPOT and/or EPIRB location device
Tie down equipment for the glider

Other useful items include:-

Emergency water
Emergency food
Sun Screen
Insect repellent
Signal mirror (old CD is good for this)
Space blanket
Matches or a lighter
Torch
Knife
First aid kit
Cash

3.3. Flarm

All club Gliders are equipped with FLARM, It is advisable to fly with FLARM in private gliders, but do remember that not all gliders are equipped with FLARM and there is no substitute for a proper look out.

Australia uses 921 MHz for FLARM because the frequency used in Europe was already allocated in Australia. European FLARM units being used in Australia should have the frequency set to 921 MHz or to auto on the FLARM Settings page.

3.4. Spot

SPOT is a portable device that reports its GPS position every 10-20 minutes via a satellite phone network, the position can be viewed on the www.findmespot.com website. SPOT can also send a prepared message via SMS and/or Email.

It is advisable to use SPOT when flying at Benalla and a SPOT is available for GCV single seat gliders.

3.5. Outlanding

Make a decision in good time and select a location near a sealed road or inhabited property whenever possible. Consider keeping some water ballast in the glider to drink.

Take your time to scan the paddocks for power wires, telephone lines, fences and irrigation pipes. Power lines, especially Single Wire Earth Return (SWER) and telephone lines are everywhere and are very hard to see. So before an out landing, have a very good look out for those lines, they might be in the middle of your paddock. SWER Lines normally take the shortest route from property to property, it is not unusual for wires to be spurred off from a pole, and the worse case seen so far was 5 wires leaving one pole.

If possible, make a radio call to one of the other pilots giving your intentions and approximate position. Once on the ground make a confirmation call and give the GPS position lat and long and/or bearing and distance to Benalla. Press the OK button on SPOT so that it sends the position of the glider. The organisation at Benalla will not react to this OK message until SARtime (9pm) so you must make contact by telephone.

Make a call to the GCV office on 03 5762 1058 as soon as possible.

If it is not possible to contact Benalla, press the help button on SPOT, or try to reach an airliner on 121.5 and ask for the location information to be relayed to Benalla 122.5 MHz or to AusSAR (telephone 1800 815 257).

As soon as you have contacted Benalla, put your radio on 122.5 MHz.

Stay on 122.5. The tow plane will call you when searching for you in the paddock.

In a search and rescue situation it is good practice to stay with the glider. If you do leave, write down the location coordinates, switch the power off and secure the glider as well as possible. Beware of livestock, particularly cattle as they like to lick or might trample the glider and will cause a lot of damage.

Gliding Club of Victoria PO Box 46 Benalla VIC, 3672

Email gliding@benalla.net.au

GCV Office 03 5762 1058

GCV Workshop 03 5762 7035

GCV Mobile 0439 950 580 (WEEKENDS ONLY)

GCV Ops Manager

3.6. SAR Procedures

For flights outside the Benalla training area (10 nm radius), all glider pilots must record their intentions in the GCV "Search And Rescue" (SAR) book. Please complete all columns including the "Crew" column which MUST be a real person and phone number – not just "Club" or blank. All cross country pilots are expected to be willing to retrieve pilots who have outlanded should it become necessary. On week days (Monday to Friday) the Operations Manager will use the SAR book to identify who is available to assist in a ground retrieve. On weekends the Instructor In Charge has that responsibility.

All glider pilots returning to Benalla airfield must register their return in the SAR book. The SAR book will generally be kept in the Clubhouse.

As a general practice monitor the 122.7 frequency and give a regular (at least hourly) position report or when getting low; this may help to locate missing pilots at the end of the day.

The Instructor In Charge (weekends) or Operations Manager (Monday to Friday) will audit the safe return of pilots. If their return is not registered in the GCV SAR book by 9pm, then Search and Rescue action will be initiated. The search and rescue will be coordinated by AusSAR (Telephone 1800 815 257).

It follows that if you have landed elsewhere and are safe then the Duty Instructor / Operations Manager at Benalla will need to know about it.

3.7. Retrieves

Before flying cross country, ensure that the trailer is serviceable, the tow car has a full tank of fuel, and the keys to the car and trailer are available to the retrieve crew. It is wise to have a set of instructions on how to locate all the equipment necessary to provide an effective retrieve.

If the paddock is suitable it may be possible to aero tow retrieve, Suitable means:

At least 800 paces long, step the paddock over the expected take off run and make sure it is clear and has a hard surface. Is it safe for the tow plane to land and take off from, is the approach is free from obstructions and is take off is possible?

You must have the farmer's permission.

All requests for aero tow retrieves must go via the Ops Manager or the Instructor In Charge.

During "Total Fire Bans" no aero tow retrieves are possible unless from an airfield and vehicular access to paddocks is not allowed.

The information required for a retrieve, along with the requirements for an aerotow retrieve is given on the GCV landout form. A copy is included in Appendix 2. Please ensure that the information that you provide about the paddock is complete and accurate. It is important to note that if the tug pilot rejects the selected area as unsuitable then the glider pilot will be liable for the cost of the tug time.

If you require emergency assistance call 000 on your mobile, press the 911 button on SPOT and/or activate your EPIRB.

When mobile coverage is poor and it is not possible to complete a mobile call, it might be worth attempting an SMS as an alternative.

3.8. Radio Procedures and Frequency Allocation

Radio Procedures are detailed in the GFA document "Airways and Radio Procedures for Glider Pilots" (September 2012, Issue 8).

The frequencies allocated to gliding are:-

122.5 cross country (also Benalla CTAF)

122.7 cross country (used for operational glider chat by Benalla gliders)

122.9 cross country (also Tocumwal CTAF)

122.025 competition safety

CTAF (Common Traffic Advisory Frequency) is a frequency designated for an uncontrolled aerodrome in G class airspace without altitude limitation. Glider pilots should monitor and broadcast on the CTAF when within 10nm of such an airfield. Pilots communicating on CTAFs must hold a Flight Radiotelephone Operator License or an equivalent GFA logbook endorsement. Radio is mandatory at certified, registered, and military airfields or where mandatory broadcasting is indicated by (R) after the frequency.

For airfields that are marked on the navigation charts and/or appear in ERSA without a designated CTAF the multicom frequency 126.7 should be used when in the vicinity.

Full details of the procedures are given in CASA document CAAP 166-1(3) and the VFR guide.

CTAFs are published by Airservices in the ERSA (Enroute Supplement Australia) and marked on the charts. Appendix 1 of this guide contains a list of CTAFs for the airfields local to Benalla.

CTAFs are often shared by more than one airfield. Airfields in close proximity may use the same frequency e.g. 121.1 is used for Mangalore, Locksley Field, Nagambie, Nagambie-Wirrate, Warring Field and Puckapunyal. Also the Multicom frequency of 126.7 is shared a number of different airfields. It is necessary to be very clear about which airfield you are calling.

When within 10nm at a height that may affect the airfield operations (up to FL150 for parachuting), a simple blind broadcast of position and intentions to announce your presence is generally all that is required for example –:

Transit Corowa Traffic glider (call sign), 10 miles, Southwest, tracking North (Altitude), Corowa.

Inbound Corowa traffic glider (call sign), 10 miles Southwest (Altitude) inbound Corowa.

Further calls are made as requested or required by the circuit procedure, however when transiting the CTAF broadcast area, one call may be sufficient.

When not required to be on a CTAF, there are two choices of frequency – a glider frequency or an area frequency.

Glider Frequency

Use 122.7 for operational information and not for telephone type conversations. Most gliders in the area will be on this frequency. The frequency can be used to make position broadcasts, task change information, and weather information, announce outlandings and possibly obtain assistance from other glider pilots. Additionally, commuter type airline operators and air ambulance flights may broadcast their presence on this frequency.

Area frequency

Airspace that is not controlled is allocated upper and lower area frequencies. The areas covered by these frequencies are shown on the VNCs (Visual Navigation Charts) and published in ERSA. Area frequencies are designed for communications when outside CTAF broadcast areas and information can be exchanged with a ground radio operator at Melbourne centre.

Parachute drops are required to be announced on the relevant area frequency and the ground controller will provide separation between IFR (but not VFR) aircraft in Class E airspace.

ERSA 'encourages' glider traffic to be on the area frequency when above 5,000', however this is not mandatory. Consider using the gliding frequency if you feel it is appropriate.

The frequency to use for operations at an unfamiliar airfield would be:-

1. Designated CTAF when in the broadcast area
2. 126.7 Multicom if the airfield is listed in ERSA or shown as such on the charts
3. Area frequency – (but consider remaining on glider frequency if that would be the more appropriate or safer option).

4. AIRSPACE

All glider flights must be conducted in VMC, cloud flying is not permitted in Australia.

Airspace Categories:-

Class	Airspace Requirement
A	Clearance required, Transponder mandatory, no VFR flights.
C	Controlled, Clearance required, Transponder mandatory, VFR flights allowed
D	Controlled by tower. Clearance Required. Radio and procedures mandatory.
E	Controlled for IFR traffic. VFR does not need clearance, 2 way radio and transponder are mandatory for Aircraft. Gliders currently have a general exemption for Transponders.
G	Uncontrolled, Transponder mandatory above 10,000ft and Radio above 5000 ft. Gliders currently have a general exemption for Transponders.

Transponders in E and G class airspace are normally mandatory however currently gliders have general exemption.

Where fitted in gliders, transponders should be set to Alt and squawk 1200 when above 8500 ft AMSL.

Parachuting regularly takes place at Corowa, Euroa, Nagambie-Wirrate, Maryborough, Bridgewater and Forbes. Check the Notams and ERSA for details of Parachuting Operations. Check for other Parachute Jumping Sites when flying outside the local area.

Pilots should check the Notams, VNC (Visual Navigation Charts) and ERSA for information about airspace and airfields before flying.

This information is presented in the National Aeronautical Information Processing System (NAIPS) which is available on the Air services Australia website (www.airservicesaustralia.com).

5. CLUB VEHICLES

5.1. GCV Cars

GCV operates a number of airfield cars to assist with towing of gliders and access to airfield launch points. These vehicles are not registered for road use and must never be driven beyond the airfield gate.

Keys for airfield cars are kept in the GCV Office.

Airfield cars can be operated on Vortex unleaded fuel or Avgas, and can be filled as per GCV Tractors.

5.2. GCV Tractors

GCV operates two small (yellow) tractors for the purpose of towing gliders, or the airfield pie cart.

Tractors are potentially dangerous pieces of equipment, and all operators must be licensed drivers in Australia.

Operators of GCV tractors must familiarise themselves with tractor operating procedures as described in "Airfield Tractor Induction", and operate the tractors according to those instructions. New operators must acknowledge that they have read and understood these instructions by signing the record book kept in the Piecart.

Tractors are fitted with standard tow fittings at the rear; all gliders and the Piecart should be attached to these fittings. **Under no circumstances must a rope or other towing device be attached to a point above the rear axle of a tractor.**

Tractors are housed under a carport between the GCV CASA-licensed workshop and the GCV tug hangar. Tractors should be returned there after the close of each day's operation.

Airfield tractors operate on Vortex unleaded fuel or Avgas. The first choice is to use recovered fuel that is not suitable for aircraft use. This fuel is stored in drums in GCV Fuel Store. Keys are kept in the GCV Office, and fuel used should be recorded in the fuel register kept in the fuel store. Because the tractors are YELLOW in colour, you do not need to affix a flashing yellow light to them whilst towing a glider out to the field. If the tractors are heading out to the field and not towing a glider, the access track must be used.

If maintenance is required, please lodge a green Maintenance Request form with the GCV Office.

6. GCV GLIDERS

In the event of a GCV glider becoming damaged, the pilot is responsible for the first A\$1,000 of the repair cost. It could be more for a privately owned glider or the Duo Discus depending on the insurance policy excess.

Any damage or malfunctioning must to be reported to the Office and the Workshop.

A daily inspection must be carried out on all club gliders by a person qualified to do Australian Daily Inspections See the workshop. (Bob Fox or Graeme Greed.)

Always use the correct tow out fittings for each glider.

The Gliding club accounting system revolves around the Flight Sheet, which must be filled in and returned to the GCV Office at the end of each flying day. There are flight sheets for single seat gliders, two seat gliders, motor gliders and tugs.

A Flight Sheet must be completed for all flights in Club gliders. It is important that they are filled in correctly and that all the relevant boxes are completed. Every Club aircraft is equipped with a VDO to record the aircraft hours. The start and finish time needs to go on the flight sheet. To obtain the correct reading, the 0.1 hour digit (last number in red) is ignored and minutes are taken from the pointer.

To fly a Club glider you must have completed a satisfactory Check flight. Club Members should have completed their Annual flight review.

To take a Club Glider Cross Country you need to have completed 3 satisfactory landings on type and be current with Paddock Landing checks.

The Gliding Club of Victoria cannot be held responsible for not having a glider available when the glider is not airworthy due to an accident or other unforeseen cause.

It is the pilot's responsibility to look after the glider properly

- Suction cups are **NOT** allowed on the canopy.
- Smoking is **NOT** allowed in the glider.
- The canopy cover must be used at **ALL** times when not flying provided that the canopy is clean. It follows that the canopy cover should not be used if the canopy is covered in dust.
- Clean the Glider after each day's flying and remove any rubbish from the cockpit.

7. GENERAL GCV INFORMATION

Everybody flying GCV gliders, tugs or motor gliders from Benalla, must be a member of the Gliding Club of Victoria and the Gliding Federation of Australia.

There are four categories of GCV membership, Full, Temporary, Reciprocal and Members' Guests. Membership of the GCV expires automatically on June the 30th. Appropriate GFA membership must be purchased separately.

Every Morning Briefing is at 9:00am, unless announced at a different time.

If you intend to fly it is advisable to attend the briefing, or to let the office know in advance that you wish to fly on a particular day.

7.1. Hangar

Care should be taken when packing and unpacking the hangar. No food is allowed in the hangar! It is very easy to attract mice; it is not so easy to get rid of them.

7.2. Smoking

No smoking is allowed in the clubhouse, hangars, workshop or aircraft. Please put your cigarette butts in the ashtrays.

7.3. Club Workshop

The club has a professional workshop for the maintenance of the club fleet; the quality management system does not allow the workshop to loan tools and floor space.

7.4. Club House

Coffee and Tea are available in the members' kitchen; please put money in the honesty box. Cold Drinks are available from the Drink Machine.

The club house has a combination lock the number is on the back of your membership card.

During the season the club restaurant is open most weekends, see the notice board for times.

7.5. Wireless Internet

Reasonable use of Internet is available free of charge for members. The connection is ADSL and there is a download limit. Once the limit is reached the cost escalates, GCV therefore reserves the right to switch off the Internet access before the limit is reached or to remove users from the system.

Please be sensible with your Internet usage. Reasonable usage is considered to be 1Gb/month or 100Mb/day. Please don't use high bandwidth applications.

7.6. Fuel

AVGAS is available; the pump is controlled by a swipe card available from the Office.

7.7. Emergency

In case of an EMERGENCY please call 000 this is the number for all emergency services.

Local Airfield Details and CTAF Information

Appendix 1

Airfield	ICAO code	Class	CTAF MHz	Elev Feet	Comments
ALBURY	YMAY	CERT	123.25	539	Class D, Clearance Required
ARARAT	YARA	REG	126.7	1008	
BALLARAT	YBLT	REG	127.75	1433	
BALRANALD	YBRN	REG	126.7	210	
BENALLA	YBLA	REG	122.5	569	
BENDIGO AIRPORT	YBDG	REG	119.3	705	
BRIDGEWATER	YBGR	UNCR	119.3	500	AFRU, PJE FL14
CONDOBOLIN	YCDO	REG	126.7	650	
COOTAMUNDRA	YCTM	REG	126.7	1110	
COROWA	YCOR	REG	132.45	469	PJE, 5nm 10000'
CORRYONG	YCRG	REG	126.7	963	
COWRA	YCWR	CERT	126.7	966	
DENILQUIN	YDLQ	REG	119.0	316	AFRU
ECHUCA	YECH	REG	119.1	323	
EUROA	YEUA		126.7	583	PJE, 3nm 14000' not ERSA
FORBES	YFBS	REG	126.7	760	
GRIFFITH	YGTH	CERT	126.55	439	AFRU
HAY	YHAY	REG	126.7	305	
HILLSTON	YHLS	UNCR	126.7	403	
HOLBROOK	YHBK	UNCR	126.7	875	
HORSHAM	YHSM	REG	118.8	445	AFRU
IVANHOE	YIVO	UNCR	126.7	330	
JERILDERIE	YJER	UNCR	126.7	360	
KERANG	YKER	REG	126.7	254	
KYNETON	YKTN	UNCR	119.0	1650	
LAKE CARGELLIGO	YLCG	REG	126.7	555	
LOCKSLEY FIELD	YLCS	UNCR	121.1	540	
MANGALORE	YMNG	REG	121.1	467	
MANSFIELD	YMFD	UNCR	126.7	1050	
MARYBOROUGH	YMBU	REG	119.1	766	
MITTA MITTA	YITT	UNCR	126.7	820	
MOUNT BEAUTY	YMBT	UNCR	126.0	1100	
MOUNT HOTHAM APT	YHOT	CERT	126.75	4260	AFRU
NAGAMBIE-WIRRATE	YNGW	UNCR	121.1	475	
NARRANDERA	YNAR	CERT	132.85	473	AFRU
NARROMINE	YNRM	REG	126.7	782	
PARKES	YPKS	CERT	126.7	1069	
POREPUNKAH	YPOK	UNCR	126.0	935	
PUCKAPUNYAL	YPKL	MIL	121.1	550	MIL. PJE (10000"), PPR
SHEPPARTON	YSHT	REG	118.8	374	AFRU
SAINT ARNAULD	YSTA	REG	119.1	639	

Airfield	ICAO code	Class	CTAF MHz	Elev Feet	Comments
SWAN HILL	YSWH	REG	119.1	234	AFRU
TEMORA	YTEM	REG	126.15	921	Air Displays
TOCUMWAL	YTOC	REG	122.9	372	AFRU
TUMUT	YTMU	REG	126.7	863	
WAGGA WAGGA	YSWG	CERT	126.95	724	AFRU
WAHRING FIELD	YWHG	UNCR	121.1	410	
WANGARATTA	YWGT	REG	119.1	504	AFRU
WEST WYALONG	YWWL	CERT	126.7	859	
WYCHEPROOF	YWYF	REG	126.7	350	
YARRAWONGA	YYWG	REG	126.7	424	
YOUNG	YYNG	REG	126.7	1267	AFRU

Highlighted frequency 126.7 is the Multicom frequency

Data from ERSA November 2014

Data source <http://www.airservicesaustralia.com/aip/aip.asp>

PJE (Parachuting Jumping Exercise)

CTAF (R) (Common Traffic Advisory Frequency with Mandatory Radio Requirement)

AFRU (Aerodrome Frequency Response Unit)

MIL (Military), CERT (Certified), REG (Registered), UNCR (Uncertified)

IACO Decode

IACO Code	Airfield
YARA	ARARAT
YBDG	BENDIGO AIRPORT
YBGR	BRIDGWATER
YBLA	BENALLA
YBLT	BALLARAT
YBRN	BALRANALD
YCDO	CONDOBOLIN
YCOR	COROWA
YCRG	CORRYONG
YCTM	COOTAMUNDRA
YCWR	COWRA
YDLQ	DENILQUIN
YECH	ECHUCA
YEUA	EUROA
YFBS	FORBES
YGTH	GRIFFITH
YHAY	HAY
YHBK	HOLBROOK
YHLS	HILLSTON
YHOT	MOUNT HOTHAM APT
YHSM	HORSHAM
YITT	MITTA MITTA
YIVO	IVANHOE
YJER	JERILDERIE
YKER	KERANG
YKTN	KYNETON

IACO Code	Airfield
YLCG	LAKE CARGELLIGO
YLCS	LOCKSLEY FIELD
YMAY	ALBURY
YMBT	MOUNT BEAUTY
YMBU	MARYBOROUGH
YMGD	MANSFIELD
YMNG	MANGALORE
YNAR	NARRANDERA
YNGW	NAGAMBIE-WIRRATE
YNRM	NARROMINE
YPKL	PUCKAPUNYAL
YPKS	PARKES
YPOK	POREPUNKAH
YSHT	SHEPPARTON
YSTA	SAINT ARNAULD
YSWG	WAGGA WAGGA
YSWH	SWAN HILL
YTEM	TEMORA
YTMU	TUMUT
YTOC	TOCUMWAL
YWGT	WANGARATTA
YWHG	WAHRING FIELD
YWWL	WEST WYALONG
YWYF	WYCHEPROOF
YYNG	YOUNG
YYWG	YARRAWONGA

Gliding Club of Victoria Out Landing Report Form

Appendix 2

Pilot Name	Pilot Mobile Number
Glider Registration	Glider Type

GPS Position of Glider (see note)	Bearing and Distance to Benalla
Spot OK Messages Sent (yes/no)? Spot Help Messages Sent (yes/no)?	Spot OK Position Messages Received (yes/no)? Spot Help Position Messages Received (yes/no)?

Name of Property	Name of Property Owner
Name of Access Road	Telephone No
Other Location Details	Address

Retrieve Crew Member Names and Telephone Numbers	Car Registration / Colour / Make
	Time Crew Departed

Aero Tow Retrieve Requested (yes/no)? Land owner's permission obtained (yes/no)?	Details of Paddock for Tug Pilot
Tug Pilot Name and Time Message Passed	
Message Recipients Name and Time Message Received	

**CLUB OFFICE: 03 5762 1058 CLUB MOBILE: (WEEKENDS ONLY) 0439 950 580
if no response CALL GCV Manager (2015/16)**

Retrieve Procedure

- 1) If possible and safe to do so make a radio transmission before outlanding.
 - 2) Once on the ground make an immediate call to inform that you are safe or otherwise.
 - 3) Press the OK button on SPOT to stop live tracking and send the position of the glider.
 - 4) Write down the position of the glider on the outlanding form.
 - 5) Call Benalla on your mobile phone (03 5762 1058).
 - 6) Make contact with the property owner/farmer to explain the situation.
 - 7) Collect the necessary details listed on the outlanding form.
 - 8) Call Benalla and pass on any further information that is relevant.
- When telephone contact is not possible, use the radio to relay a message on a gliding frequency. Press the HELP button on SPOT.
 - If contact cannot be made, use the distress frequency 121.5 to contact an airliner.

GCV Paddock Aerotow Retrieve Landing Area and Approach Requirements

Before requesting an aerotow establish the following:-

- 1) The length of the paddock or landing area (pace it out).
 - 2) Is there any slope to the landing area.
 - 3) The approach must be free of obstructions and wires.
 - 4) Assess the wind strength and direction along the proposed take off path.
 - 5) Assess the length of the grass against your leg.
 - 6) Is the grass wet or dry.
 - 7) Make sure that the landing path is free of obstructions i.e. rabbit holes, stumps etc. if possible mark the intended landing strip by driving a vehicle along it or park the glider with the nose pointing in the direction of landing.
 - 8) Is the surface smooth.
 - 9) Are there obstructions in the vicinity.
 - 10) Power wires and phone lines in the vicinity.
 - 11) Obtain the property Owner's permission.
- It is important that the information that you give is accurate. If the tug pilot rejects the selected area as unsuitable, then the glider pilot will be liable for the total cost of the tug time.

Note on GPS Coordinate Formats.

The format of GPS Coordinates generally comprises:-

Latitude in degrees and decimal minutes followed by a letter S for southern hemisphere.

Longitude in degrees and decimal minutes followed by a letter E for eastern hemisphere.

ie the coordinates for Benalla are 36:33.100S,146:00.400E.

the SPOT SMS or email format omits the decimal point ie 36.33100S,146.00400E.

GPS coordinates can be given in degrees minutes and seconds.

There is an opportunity for confusion which might lead to a small position error if coordinates using seconds are mixed up with decimal minutes. The potential error would be less than a kilometre, however this could be inconvenient if the retrieve crew end up on the wrong side of a river or railway line.

Notes: