

FM Checklist**Midweek**

- Check the TRUMBA calendar a few days ahead for a tow pilot and instructor.
- Email the membership asking who intends to fly
- If Ops is cancelled, cancel in Trumba.

Before 1st Tow

- In case of delays or cancellations, send an email to the mailing list and send a message to our WhatsApp group if you using whatsapp. Monitor the whatsapp group for requests. See our document section online on how to join the whatsapp group.
- Check water levels in golf carts, visually check tires for proper inflation.
- Place a hand-held radio in each golf cart, & one on your person (all tuned to 123.05), pls use the radio shoulder holster.
- Find the tow rope, and place in the golf cart
- Remove the appropriate stanchions.
- Unroll and fake* the tow rope in the vicinity of the launch point.
- Inspect the tow rope.
- When it is time, hook up the tow rope to the tow plane

Line Operations:

- Take charge of the line operations; let pilots know the order of the flights; safety is your primary concern.
- Request all those not directly helping on the flight line, stay behind the runway threshold.
- As each glider becomes ready to enter the runway, facilitate moving the glider safely onto the runway
- Once the glider is in position, keep one wing on the ground until there is no one in front of the glider and the pilot has indicated 'ready for takeoff'
- Use proper hand signals
- Try to keep the tow rope off taxiways when the towplane engine is not running
- Try to avoid taking the golf cart onto any runway (ie do not cross the threshold).

After Flying:

- FM & tow pilot should coordinate the precise rope release location in advance.
- Collect the tow rope
- Ensure that all of the gliders have returned & are well tied down
- Replace all the stanchions.
- Return all radios and batteries to their charging stations
- Once the tow plane is secure in the hangar, park the golf carts & connect to chargers
- Lock hangar doors (remember three total 'doors').
- Write brief summary of the day to the club email.