

Briefing – CLVV Operations info service

1) General

The person in **Responsible for Operations Info Service** (hereunder ROIS) will assume the tasks and responsibilities provided for in the aerodrome operations instructions ("Ministerial Regulations of March 27, 2014 regulating the operation of Useldange aerodrome").

The persons in charge of technical operations (ROIS) hold at least a valid glider pilot license and / or they have received training from the operator both, airspace structure and the rules of the air and procedures to be followed with regard to the aerodrome. When the aerodrome is open, one of these people must be present.

The latter is responsible to the Luxembourg aeronautical authorities (Directorate of Civil Aviation - DAC) for all that falls to his charges and duties during the activities.

His name must be entered on the official flight log / computer system and on the "CLVV Briefing" sheet. The ROIS must use and complete the "CLVV Briefing" form.

The ROIS is responsible for:

- **security check** - buildings

The hangar houses the club's aircraft. Before entering this hangar, the ROIS will make sure that no one has been able to enter this hangar illegally. To do this, he will verify that in particular the doors were locked and that no break-in could have been committed.
- **open and close the aerodrome** to air traffic; (*RGD 27 mars 2014*)
 - The ROIS proceeds, before the morning briefing and before any gliding activity, to an inspection of the runway (RWY) and the signal area. He will check if the condition of the RWY surface (especially after periods of rain) and the height of the grass allow operations, as well as no object or debris is on the RWY. He confirms his inspection on the "CLVV Briefing" sheet.
 - prohibit all operations when the condition of the terrain is such as to render operations dangerous, either due to the condition of the strip and the surrounding area, or due to weather conditions;
 - The aerodrome is only open if its opening has been formally declared by the operator after notification to the AIS service of the Air Navigation Administration (**4798 23010**). The appropriate signal provided for is to be handled depending on the opening / closing of the aerodrome
- **hold away** the public from the RWY strip and its surroundings; (*RGD 27 mars 2014*)
- **report :**
 - any event likely to have had an impact on **aviation safety** to the CLVV committee, which will be responsible for notifying the DAC within the prescribed deadlines. (*Règlement grand-ducal du 8 mai 2007*)
 - any event likely to have had an impact on **security** to the CLVV Safety Manager (Reckel R. +352 621165075 (alternatively to a CLVV committee member or, lastly, the Police 113)
- **log** the opening and closing times of critical parts (Hangar) on the "briefing sheet"
- **ensure** that the hangar doors will be / will remain closed during the day, as soon as the aircraft are rolled out and the hangar is no longer watched by CLVV members.

Briefing

The activities begin with a briefing. During the briefing (held by the ROIS, possibly in collaboration with the instructor in charge), the conditions of the day, the distribution of the club's aircraft and the distribution of tasks are fixed.

Supplementary tasks:

- Maintain continuous listening watch on frequency 129,435 and issue necessary flight operations information (including essential meteorological information);
- ensure that the flight log (Startlist) is updated permanently ;
- organize a safe and efficient conduct of flight operations (according briefing).



2) « *Glider-Sectors » procedures*

- 1) The Glider Sector South and Glider Sector North can be activated / deactivated independently , only via phone call Luxembourg Approach: **4798 24010**
 - a. Sector south : 3500' or 5000' -> **The requested altitude should be limited to real needs !!**
 - b. Sector north: 5000' or FL65 -> **The requested altitude should be limited to real needs !!**

2) During the activation of the UseldangeGlider Sectors:

- UseldangeRadio shall be permanently manned and reachable via the published phone lines
- Useldangeairfield based users operating within the sector(s) shall maintain continuous listening watch of UseldangeRadio
- UseldangeRadio provides aerodrome information concerning the airfield and assures continuous radio communication with gliders operating within the sector(s).
- UseldangeRadio shall forward all relevant messages from ELLX/APP either by general broadcast or by dedicated call to specified aircraft.

- 3) Deactivation as soon as all users have left the sector(s)
- 4) Deactivation by ELLX/APP
On ELLX/APP request all gliders and motorglidersoperating within the sectors shall clear the “D” airspace.
UseldangeRadio will inform ELLX/APP as soon as all Gliders and Motorglidershave cleared the sector(s).

3) *General Radio procedures*

Use official callsigns only – don't use competition callsigns (e.g. « OJ » instead of « SI »)

The transmissions on the frequency / channel 129.435 should be reduced to the minimum necessary in order to avoid interfering with the necessary and critical take-off / landing transmissions.

Pilots carrying out XC-flights will only keep listening on this frequency when they operate in the sectors, but will exchange their personal messages via the frequencies published for the regions concerned (ex: 122.335 for region 7 Eifel - Hunsrück - Rheinpfalz und Saarland - Rhein-Main - Spessart)

4) *Take-off operations*

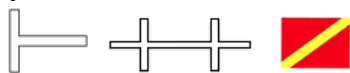

The persons attaching the rope to the glider will have enough experience, or they will ask someone else for help. They have the obligation to check the condition of the rope, the parachute and the fuse, the fixing of the various elements and check that the fuse in service corresponds to the load of the glider ready for takeoff. For control they present the fuse to the pilot without express request from the latter. Then the rope will be attached to the TOST hook, center of gravity. The pilot remains responsible for all these preparations

5) *Landing operations*

- Landings are executed on the marked RWY only.
- Opposite RWY landings must be notified by radio after unambiguous coordination with all other aircraft on ground or airborne as well as with the ROIS.
- Gliders perform left hand circuits ; TMG's perform right hand circuits.
- Postions reports are mandatory abeam RWY threshold



ENGLISH Version

Check In	Operation	Other Airports
<p>Check Battery in the car Check pressure (QNH) and wind Check the RWY Open the airfield</p>  <p>Pilots briefing: Use Form «CLVV Briefing».</p> <p>Log in into website startlist: www.starter.clvv.lu/#notams Activate airfield: AIS 4798 23010 Open Sectors APP 4798 24010</p>	<p>Winch</p> <ul style="list-style-type: none"> Check the wind (to avoid ropes crossing) Check final app and RWY clear phraseology (see below) <p>Tow plane or self-launch</p> <ul style="list-style-type: none"> Check final app and RWY clear NO CABLES When rope taut – SEEL STRAFF <p>Open Flight Plan</p> <ul style="list-style-type: none"> Pilot must submit FP 30min before the take-off. To open from the ground: Call +352 4798 23010 (Navigation) To open by radio: 120,885MHz (Lux Approach) 	<p>Utscheid (+49 6564 4444) 131.010 MHz/RWY 06/24 St. Hubert EBSH +32 6161 0010 122.180 MHz RWY 14/32 and 05/23 Noertrange/Wiltz ELNT +352 95 84 30 126.955 MHz RWY 08/26</p>
Check out		SQAWK
<p>Close Glider Sectors (see point 2) Plug in tablet & “Startwon” Close the airfield</p> 		Glider sector users: 4472

6) Take off phraseology (Winch) (preferably in Luxembourgish language to avoid confusion)

	Phraseologie officielle CLVV (Lux) Official CLVV phraseology	Traduction française	English translation
Pilot	« LX-CLV prett fir de Start »	LX-CLV prêt au décollage	LX-CLV ready for departure
Starter	« LV, Treuil kommen » <i>Check : Piste fräi / Kuller?</i>	Treuil pour starter <i>Check: Piste libre/Chariot queue??</i>	Winch for starter <i>Check : Runway clear/ Tail Dolly ?</i>
Treuil/Winch	“ Hei ass den Treuil ”	Le treuil écoute	Winch, go ahead
Starter	“ LV, duebel [solo], Nord [Süd]-Seel unzéien ”	LV, 2 personnes[solo], tendre le câble nord [sud]	LV, 2 persons [solo], take up slack, north [south] rope
Treuil/Winch	“ LV, duebel [solo], zéien Nord [Süd]-Seel un ”	LV, 2 personnes [solo], je tends le câble nord[sud]	LV, 2 persons [solo] taking up slack north [south] rope
Starter	„ Seel straff ”	<i>Câble tendu : L’expression « Seel straff » obligatoirement à exprimer en luxembourgeois</i>	“All out”: It is mandatory to declare « Seel Straff » in Luxembourgish language
Treuil/Winch	„ Seel straff ”		

7) Landing operations

	Phraseologie officielle CLVV (Lux) Official CLVV phraseology	Traduction française	English translation
	Train fixe / non-retractable gear		
Pilot	« LV, Positioun Pist zéng (10), train fixe » « LV, Positioun Pist aacht-an-zwanzeg (28) train fixe »	LV, position piste 10 LV, position piste 28	LV, position RWY 10 LV, position RWY 28
Starter	“ LV ”	LV	LV
	Train rétractable / retractable gear		



ENGLISH Version

Pilot	« LS, Positioun Pist zéng (10), [Pist aacht-an-zwanzeg (28)] Rad eraus a verrigelt»	LS, position piste 10 [28], train sorti et verrouillé	LS, position RWY 10 [28], gear down & locked
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8) **Flight Log (Startlist)**

Anyone wishing to make a maiden flight (baptême) will have to enter their identity.

This identity will be checked by legible entry of the surname, first name and number of the Identity Card in the flight log ("Remarks" section). If the contact details of this person have already been entered, just indicate the surname and first name. This measure applies to any accompanied flight, both local flight and flight with landing on another aerodrome. It also concerns flights carried out on non-club aircraft.

the flight-log (Startlist" must be kept in electronic form

C- Checkflug	Aircraft check flight
F- F-Schlepp	Airtow flight (towing aircraft)
P- Passagierflug	Passenger flight
B- Befähigungsüberprüfung	SFCL.160 SPL – Recency requirements ...in the last 24 months two training flights with an FI(S);
S - Schulflug	School flight
INI – Schnupperkurs	Trial day flights
FS – F-Schlepp Ausbildung	Airtow pilot instruction flight
Ü - Auffrischungsschulung	SFCL.160 SPL – Recency requirements proficiency check with an FE(S) on a sailplane, excluding TMGs; the proficiency check shall be based on the skill test for SPL.

