

AO-V**PREFLIGHT PROCEDURES****OBJECTIVE**

To determine that the applicant exhibits commercial pilot knowledge of the elements of operation of preflight procedures Tasks:

TASKS

- A. Launch site selection
- B. Crew Briefing and Preparation
- C. Layout and assembly
- D. Preflight inspection
- E. Inflation
- F. Basket/gondola management
- G. Pre-launch check

SCHEDULE

- Discuss objectives
- Review material
- Conclusion

EQUIPMENT

- Equipment Checklist
- Preflight checklist
- Crew Briefing checklist
- Refueling checklist
- Balloon flight manual

**INSTRUCTOR
ACTIONS**

- Discuss lesson objectives
- Present lecture
- Questions
- Hands-on Demo

**STUDENT
ACTIONS**

- Participate in discussion
- Take notes

**COMPLETION
STANDARDS**

- Participate in discussion
- Take notes
- Complete all tasks in the field

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PREFLIGHT PROCEDURES

A. LAUNCH SITE
SELECTION

Need:
Weather
Charts
Maps

AC-91-71

SELECTION OF LAUNCH SITE. The appropriateness of any launch site involves much more than its physical size and absence of obstructions, even though these are important considerations. Of equal or greater importance is the direction the balloon will track following the launch. Any site selection made should include consideration of local winds as determined by pibal, smoke, trees, or other physical indications; forecast and reported winds aloft; and local phenomena peculiar to the specific site (determined by personal

knowledge or by consulting with local balloonists). Also, location of obstructions along the projected flightpath, and available suitable landing sites down range should be considered. Once a launch site is selected and

flight preparations have begun, any situation that may adversely affect or change the planned flight (wind shift, lowering clouds, or obscuring phenomena such as fog or smoke) should be carefully considered. If the change or adverse situation is unacceptable, the launch site should be moved to another location or the flight should be canceled. The adage, "better to cancel and fly another day than to make a mistake along the way," is a useful guideline.

CONSIDERATIONS:

- Take into consideration the different problems a launch spot can have for crew, including:
- Deep snow (you can't move)
- Tall weeds and grass (you get entangled)
- Ice (slick footing)
- Rough ground (rocks, holes, debris)
- Cow pastures (cow patties)
- Also take into consideration space for the crown line and try to avoid obstacles such as:
- Ditches, fences, snow banks, buildings, etc.
- If it is necessary to use a short crown line, only an experienced crew person should do so.

AO-V**PREFLIGHT PROCEDURES****B. CREW
BRIEFING AND
PREPARATION****REVIEW CREW CHECKLIST**

- Brief location and proposed route of flight
- Assign duties
 - Fan
 - Mouth
 - Crown
 - Tracker
 - Driver
- Safety Procedures
 - Wear gloves at all times
 - Fan monitoring
 - Do not step on fabric
 - Only pull from cord lines
 - Be mindful of fire
 - NO SMOKING
 - Obey traffic laws
 - ASK IF YOU ARE UNSURE

CONSIDERATIONS

- Where the inflator fan is placed in the chase vehicle after launch
- How the inflator fan is tied down (a loose inflator fan gets ugly!!)
- Where the envelope bag and other equipment is stored for the chase
- Where emergency numbers are located in the chase vehicle, including:
 - A pre-arranged number to call in case the balloon is lost (pilot's cell phone)
 - 911- in case of an accident
- Leave keys in vehicle, have an extra key outside the vehicle
- How to drive chase vehicle
- Know how to back up a trailer, if necessary
- If you are a fan tender, make sure you know where the off switch is
- When preparing for cold inflation (using inflator fan to fill balloon with cold air):
 - No smoking
 - Do not step on fabric
 - Be attentive to pilot instructions for various tasks

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PREFLIGHT PROCEDURES

B. CREW
BRIEFING AND
PREPARATION**HOT AIR BALLOON CREW CHECKLIST****PREFLIGHT-PORT**

- WX BRIEF WITH PILOT
- KEEP TIME DURING PIBALL RELEASE
- TEST RADIOS AND GROUND EQUIPMENT
- ASSIGN DUTIES TO CREW
 - FAN DUTY
 - CROWN DUTY
 - 2 ON SKIRT DUTY
- START LOCATION SHARING WITH APPS

LAYOUT & INFLATION

- REMOVE BALLOON SYSTEM FROM TRUCK
- CONFIRM PILOTS RADIOS ARE IN BASKET
- HELP LAY OUT BALLOON SYSTEM
- HELP WITH CROUD CONTROL
- CONFIRM PROPER FAN PLACEMENT
- KEEP EVERYONE CLEAR OF FAN
- STEADY BALLOON DURING INFLATION
- ONCE INFLATED CONFIRM WITH PILOT "HANDS ON, WEIGHT ON"
- MAKE SURE NO ONE HOLDS ONTO BASKET DURING FINAL LAUNCH

POST-LAUNCH

- PACK UP ALL ITEMS IN LAUNCH FIELD
- SAFELY FOLLOW BALLOON IN CHASE VEHICLE
- ...AID IN SPOTTING/NAVIGATION/ LANDING SITE

APPROACH & LANDING

- OBTAIN PROPERTY OWNERS PERMISSION TO ENTER PROPERTY
- RETRIEVE/WALK BALLOON IF NEEDED
- PACK UP BALLOON SYSTEM
- DEBRIEF THE FLIGHT
- RETURN RADIOS TO CRADLES
- HELP REFUEL
- PUT HER TO BED
- CEBRATE!

FREQUENCIES

LINE #1 - 467.725

LINE #2 - 464.825

GGG TOWER - 119.2

GGG GROUND - 121.6

ASOS WEATHER - (903) 643-4029

GGG TOWER - (903) 643-4028

GGG TRACON - (903) 643-4020

SAFETY GUIDELINES

- WEAR GLOVES AT ALL TIMES
- TIE DOWN FAN IN VAN
- DO NOT STEP ON FABRIC
- ONLY PULL FROM CORDLINES
- BE MINDFUL OF THE FLAME
- NO SMOKING
- OBEY TRAFFIC LAWS
- ASK IF YOU ARE UNSURE!

AO-V**PREFLIGHT PROCEDURES****C. LAYOUT AND ASSEMBLY****D. PREFLIGHT INSPECTION****E. INFLATION****F. BASKET MANAGEMENT**

- Final PIBAL release
 - Park vehicle facing UPWIND
 - Unload equipment in preparation to inflate DOWNWIND
 - Preflight basket
 - Check for leaks
 - Test burners
 - Confirm systems are bled and OFF prior to laying down the basket
 - Gather/confirm all equipment and documents are on board
 - Turn on calibrate instruments
 - REFER TO CHECKLIST
 - Lay basket on appropriate side
 - Connect anchor line
 - Connect loading cords
 - Pull parachute out flat
 - Position fan
 - Confirm crew in proper positions
 - REFER TO CHECKLIST
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- Start fan for cold inflation
 - Check anchor lines are not twisted
 - Begin walk around checking envelope for hearts or twisting
 - At crown check crown lines in proper positions
 - Attach parachute on proper numbers
 - Confirm crownline crew is prepared for wind and instruction
 - REFER TO CHECKLIST
 - Once cold inflation produces a tight envelope turn on 2 tanks and light burners
 - Give warning blast for everyone to prepare for hot inflation
 - Begin hot inflation to upright position
 - !!!!!SET THE TOP!!!!
 - Organize lines
 - REFER TO CHECKLIST
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- Secure equipment
 - Radio check
 - Load passengers
 - Brief passengers
 - Brief crew
 - REFER TO CHECLIST

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PREFLIGHT PROCEDURES

**G. PRELAUNCH
CHECK**

- Review winds
- Observe surroundings
- Final coordination with ground crew
- Equalize balloon
- Begin launch
- Release anchor line