

DEPARTURE BRIEF

1. **PILOT IN COMMAND**WHO IS THE PILOT FLYING / MONITORING
2. **TAKEOFF RUNWAY** _____ **DISTANCE AVAILABLE** _____ feet
3. **TAKE OFF TYPE** NORMAL / SHORT / SOFT
4. **FLAP SETTING** [____] NOTCHES / [____]°
5. **ROTATE SPEED** (Vr) [____] KIAS
6. **CLIMB OUT SPEED** (Vx or Vy) [____] KIAS
7. **INTENTIONS** STATE INTENTIONS
STAY IN TRAFFIC PATTERN for STOP & GOs / TOUCH & GOs
OR
DEPARTURE DIRECTION _____
8. **DEPARTURE RUNWAY** (does) or (does not) have an ODP (discuss).
9. **NOISE ABATEMENT PROCEDURES** will be indicated with signs.
10. **ARE WE CLEARED TO FLY A SID?**(yes/no)
11. **STERILE COCKPIT** During taxi, takeoff, and landing.
12. **THREE WAY EXCHANGE OF CONTROLS**..... for entire flight and taxi

TAKEOFF EMERGENCY PROCURES

1. **Anything abnormal during takeoff roll** with flight controls, engine, or an annunciator / warning light: Power to idle, brake to slow to exit runway if possible, call tower or CTAF you are aborting on runway:
2. **Engine failure on takeoff:** Land on remaining runway, make the abort call. If no runway is available LOWER THE NOSE TO BEST GLIDE ATTITUDE, turn to get to the best place using max of 30° bank.
3. **Engine failure on takeoff above 1,000' AGL:** Turn into wind if no obstructions. This will be a [left/ right] turn to land on a runway or taxiway
4. **If you see anything unsafe let me know:** - Did I miss anything?
5. **STATE PILOT IN COMMAND IN THE EVENT OF INFLIGHT EMERGENCY**
Pilot In Command In the event of an emergency. [_____]

Do you have any questions?

END OF BRIEFING

PASSENGER SAFETY BRIEFING

LISTEN FOR OUR CALL SIGN AND NO TALKING IF YOU HEAR IT.
WE ARE IN AIRCRAFT N _____

- S**
- ☐ **SMOKING** - NO SMOKING, VAPING, OR USING AN OPEN FLAME.
 - ☐ **SEAT BELTS AND SHOULDER HARNESS** - FASTENED FOR TAXI, TAKEOFF, AND LANDING. PLEASE WEAR THEM FOR THE ENTIRE FLIGHT IN CASE WE ENCOUNTER TURBULENCE.
 - ☐ **SEAT POSITION** - ADJUSTED AND LOCKED IN PLACE-GENTLY.
- A**
- ☐ **AIR VENTS** LOCATION AND OPERATION.
 - ☐ **ACTION IN CASE OF PASSENGER DISCOMFORT/AIRSICKNESS**
 - ☐ **AIRSICK BAGS.** LOCATION _____
- F**
- ☐ **FIRE EXTINGUISHER AND OPERATION** - UNLATCH, PULL PIN, SHOOT AT BOTTOM OF FIRE. ONLY ON MY COMMAND.
- E**
- ☐ **EXIT DOORS** - HOW TO OPERATE, LOCK / UNLOCK & OPEN.
 - ☐ **EMERGENCY EVACUATION PLAN** – DOOR / BREAK WINDOW, OUT BAGGAGE COMPARTMENT.
 - ☐ **RALLY POINT- (FIRE ON START).** CHOOSE A HARD OBJECT FIRE TRUCKS WON'T HIT AND **AVOID PROP.**
 - ☐ **SURVIVAL KIT IF IN AIRCRAFT.** USE AIRCRAFT PARTS FOR SURVIVAL.
 - ☐ **ELT OPERATION** CAN BE REMOVED AFTER OFF AIRPORT LANDING
- T**
- ☐ **TRAFFIC** - SCANNING, SPOTTING, - NOTIFY ME (PIC)
 - ☐ **TALKING** - STERILE COCKPIT.
- Y**
- ☐ **YOUR QUESTIONS- SPEAK UP.**

* FAR 91.519 Before each takeoff the pilot in command of an airplane carrying passengers shall ensure that all passengers have been orally briefed