

Operating manual of the flying school

Westflug Flight Training GmbH & Co KG

Merzbrück airfield
D-52146 Würselen

DE. ATO. 212

PART B "TECHNOLOGY"

OM Editorial

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OM II List of valid pages

Chapter	Pages	Revision number	Valid from
OM I	1-4	New	01.12.2020
OM II	4	3	24.09.2021
OM III	5-6	3	24.09.2021
OM IV	7-7	New	01.12.2020
OM V	7-7	New	01.12.2020
OM-B 1	8-9	New	01.12.2020
OM-B 2	10-12	New	01.12.2020
OM-B 3	13-13	New	01.12.2020
OM-B 4	13-13	New	01.12.2020
OM-B 5	13-14	New	01.12.2020
OM-B 6	15-17	New	01.12.2020
OM-B 7	18-21	New	01.12.2020
OM-B 8	22-23	New	01.12.2020
List of assets	24	New	01.12.2020
Annex B 1	25	3	24.09.2021
Annex B 2	26	New	01.12.2020
Annex B 3	27	New	01.12.2020
Annex B 4	28	New	01.12.2020
Annex B 5	29	New	01.12.2020

OM III List of revisions

Chapter	revision no.	Modified from	Date	Change
All	O	W.Ka	01.12.2020	Re-creation
Annex B1	1	W.Ka	07.06.2021	Inclusion EXWK
Annex B1	2	W.Ka	28.08.2021	Inclusion D-EWFT
Annex B 2	3	W.Ka	24.09.2021	Inclusion D-EVFN and D-EPFH

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OM IV Distributor

See Operating Manual Part A OM IV

OMV Definitions/abbreviations

See Operating Manual Part A

OM-B General

OM-B 1 Aircraft details

General information on the aircraft used in the training. The information in the current AFM/POH is authoritative.

General description	DA 20	DA 40	C 150
Construction	Two-seater low-wing monoplane in Plastic design	Four-seater low-wing aircraft in plastic construction	Two-seater, strutted metal shoulder deck
Motor	Four-cylinder, four-stroke boxer engine with carburettor, liquid-cooled cylinder heads, air-cooled cylinders, propeller drive via integrated gearbox	Four-cylinder in-line engine, diesel technology, liquid cooled, propeller drive via integrated transmission	Four-cylinder, four-stroke Air-cooled boxer engine with carburettor
Mixture preparation	Carburettor, automatic Mixture depletion	FADEC (Full Authority Digital Engine Control)	Carburettor, mixture control
Engine power	80 HP	135 HP	100 HP
Motor designation	Rotax 912	Centurion 2.0	Conti O-200
Propeller	Adjustable two-blade, constant speed propeller	Adjustable three-blade, constant speed propeller	Fixed pitch propeller, two blade
Landing gear	Fixed with trailing nose wheel	Fixed with trailing nose wheel	Fixed with steerable nose gear
Fuel tank	Central fuselage tank	2 surface tanks, fuel withdrawal only on the left, fuel from the right tank must be pumped into the left tank with an electric pump.	2 surface tanks, communicating fuel lines. No choice
Fuel types	AVGAS, MOGAS	JetA1, Diesel	AVGAS
Total assets	76 Ltr	156 Ltr	98 Ltr
Quantity that can be flown out	74 Ltr	152 Ltr	85 Ltr
Avionics	COM/NAV/GPS/Xponder	COM/NAV/GPS/Xponder	COM/GPS/Xponder
Sound insulation	Sync and corrections by n17t01	normal	normal
Use in training	PPL, FI	PPL, night flight, FI	PPL, FI

Continued
General information on aircraft

General description	C 172 R	PA 28-161	EA 300 LC
Construction	Four-seater, strutted shoulder-wing aircraft of metal construction	Four-seater low-wing monoplane of metal construction	Two-seater low-wing monoplane of mixed construction
Motor	Four-cylinder, four-stroke Air-cooled boxer engine with injection system	Four-cylinder, four-stroke Air-cooled boxer engine with carburetor	Six-cylinder, four-stroke, Air-cooled boxer engine With injection system
Mixture preparation	Fuel injection engine with mixture control	Carburettor, mixture control	Injection engine with Mixture control
Engine power	160	160	315
Motor designation	Lycoming. IO-360	Lycoming O-320	Lycoming AEIO-540
Propeller	Fixed pitch propeller two blade	Fixed pitch propeller two blade	Adjustable three-blade, constant speed propeller
Landing gear	Fixed with steerable nose gear	Fixed with steerable nose gear	Fixed with steerable Rear wheel
Fuel tank	2 surface tanks, communicating fuel lines. Selector switch normally in position "both". Withdrawal also possible individually	2 surface tanks, only individually selectable	1 center tank (Acro), 2 flat tanks, communicating fuel lines, selector switch for center or flat tanks
Fuel types	AVGAS	AVGAS	AVGAS
Total assets	212 Ltr	190 Ltr	189 Ltr
Quantity that can be flown out	201 Ltr	182 Ltr	187 Ltr
Avionics	IFR	COM/NAV/GPS/Xponder	COM/Xponder
Sound insulation	Sync and corrections by n17t01	Sync and corrections by n17t01	normal
Use in training	PPL, night flight, FI	PPL, night flight, FI	PPL, FI, KFB, UPRT

A list of the approved aircraft can be found in the Annex as Appendix B 1.

OM-B 2 Handling of the aircraft

2.1 Checklists

Westflug Flight Training prepares checklists for normal and emergency procedures for each aircraft. This checklist is an excerpt from the AFM/POH and will be optimized only for the existing equipment of the aircraft. Decisive procedures of the AFM/POH. Should an instructor or student encounter a discrepancy between the AFM/POH and the checklists prepared by Westflug, the instructor Westflug, he/she must immediately inform the Head of Training of the discrepancy. to report.

There is a date on each checklist. The Head of Training is responsible for approval of changes. As soon as a checklist has been changed, all all checklists are removed from the aircraft and replaced with the latest version (date). As part of the daily check, the existence of the checklist is checked. Checklist will be checked. Each teacher has to make sure that students **do not use** their own use their own checklists. The checklists are located in a separate folder on our server. Invalid versions of the checklists are subject to the retention period of 3 years.

2.2 Operating limits

All Westflug Flight Training aircraft are to be operated within the operating limitations specified in the AFM/POH.

In the event of any apparent exceedance of engine or structural operating limitations (this includes hard landings), the flight must be aborted immediately and landed at the nearest suitable aerodrome. The pilot in command shall decide on which aerodrome to land, taking into account the nature and severity of the exceedance and the weather conditions.

The type and severity of the transgression shall be recorded in the logbook and the Technical Officer shall be informed.

A release of the aircraft is done by the certifying staff of the maintenance organization.

2.3 Airworthiness

See OM-B 7

2.4 Technical logbook

Westflug Flight Training does not keep a separate technical logbook. The release certificates are pasted into the aircraft logbook. The daily inspection of the aircraft is carried out by personnel of the Maintenance Organisation. They keep a list of the daily checks, which is available in the flight operations office and can be viewed by the pilots at any time. The refuelled fuel quantities are entered in the logbook of the RESI reservation system and can also be viewed by every pilot. The current fuel quantity is determined with the aid of a dipstick before each flight.

The logbooks are stored in the archives of Westflug Flight Training in fireproof steel cabinets. They are kept until the aircraft is sold or until the aircraft is or until the aircraft is deleted from the register.

Westflug Flight Training has equipped all aircraft with an operating hours counter. The start and end status is entered in the logbook as well as in the RESI logbook. Thus a complete and correct documentation of the operating times is guaranteed.

Should technical defects or special features occur during solo flights, these are reported by the student and also entered in the damage report (see 2.5). Every student has been instructed in the handling of the damage report at the beginning of the training.

2.5 Deferred defects

Hold Item List (electronic)

Westflug Flight Training uses an electronic reservation system from RESI. Every student pilot and pilot has the right to use this system. In addition to the reservation, an electronic take-off list is also used via RESI. Furthermore, status reports of all aircraft used in our company can be displayed. The Hold Item List is stored for each aircraft in a PDF format and can be viewed by the responsible pilot prior to each operation. He is also obliged to report any defects found. Defects detected by the pilot in command are entered in the logbook. A malfunction report must also be submitted to the Operations Office. The Technical Officer will be informed immediately. Before the next flight, the defects will be entered into the electronic system and the necessary follow-up measures will be taken.

Procedure:

In the event of damage, the "Damage Report" (Annex B 4) is filled in by the responsible pilot and handed in at the Flight Operations Office. The report is then sent electronically (e-mail or WhatsApp) to the BfT. The BfT decides whether the damage report is really a malfunction or damage or possibly a maloperation. If there is damage/defect, the damage report is forwarded to the following distribution list:

- CAO Westflug Aachen
- Flight Operations Office

In case of defects or damages, which allow a continued operation according to the list under OM-B 5, the Technical Officer checks the pilot's assessment of the continued operation of the aircraft. Both the BfT and the pilot in command may then cancel the flight according to their own assessment. In consultation with the CAO, the duration of the deferral of the damage is determined (e.g. until the next 50h check).

Defects or damage which do **NOT** permit continued operation in accordance with List OM-B 5 require a decision to defer or immediate rectification by the CAO.

After the reset is determined or the defect is corrected, the Hold Item List is updated and stored as a PDF in RESI.

A further update of the Hold Item List shall be carried out by BfT or its representative after rectification of the defect and release (release to service) by the contracting company.

OM-B 3 Emergency procedure

In the event of an abnormal or emergency situation, the checklists provided by Westflug Flight Training must also be followed. The emergency checklists can be found in the Appendix to this Operations Manual. The checklists are also subject to a revision service (see point 2.1).

OM-B 4 Use of radio and radio navigation aids

All Westflug Flight Training aircraft are to be operated only with an operational and functioning radiotelephone set. If a radio navigation device is installed, this must also be in working order. For exceptions see MMEL/MEL. In the context of training flights the use of headsets and intercom is prescribed by Westflug. A hand-held microphone must be carried in case of emergency (exception: EA 300LC).

If the aircraft is equipped with a GPS, the validity of the navigation software must be checked before the flight. If the navigation software is no longer valid, the device must not be used.

OM-B 5 Allowable failures, based on the MEL or MMEL

Before each flight the instructor in charge has to check the aircraft for airworthiness. In principle, the equipment must be present and in working order according to the type of operation to be performed. If the instructor detects failures or impairments of the aircraft prior to the flight, he/she may evaluate and decide whether the use of the aircraft is possible on the basis of the list of permissible failures (Appendix B 5). This shall be done with particular regard to training flight operations. In addition, the instructor in command must consult the Hold Item List (HIL) to determine if any malfunctions or defects have occurred in the aircraft in the past. In this way, a history of any faults or malfunctions is documented and can be viewed. All teachers are trained in the use of the MEL/MMEL as part of the standardisation process.

- Case (a) Aircraft with an approved MEL

No aircraft with MEL are currently in service

- Case b) Aircraft without MEL but with MMEL

For aircraft for which only one MMEL exists, the pilot in command must decide whether to commence the flight with the equipment available, taking into account the list of permissible failures (Appendix B 5) for the intended flight. The failures shall not be below the MMEL issued by the manufacturer.

The following table shows which devices can be dispensed with in the various training courses.

Permitted failures (VFR only) - Single Engine Aircraft				
Equipment	Failure permissible			Comment
	Day		Night	
	Dual	Solo		
1 headset	✓			Return flight only Home base
PTT Teacher	✓	✓	✓	Only with functioning microphone (exception EA 300 LC)
Loudspeaker	✓	✓	✓	Only if both headsets work. For solo flights a second headset must be on board
Intercom	✓	✓		Return flight only Home base
Shoulder strap teacher		✓		
Pitot tube heating	✓	✓	✓	Only if it is ensured that you fly well below the 0° limit.
Onboard clock	✓	✓	✓	If there is a second stopwatch with hours, minutes and seconds display on board
Navigation lights	✓	✓		Only between SR and SS
Flashing beacon	✓	✓		Only if the aircraft is additionally equipped with strobes and these are functional.
Strobes	✓	✓		Only if the aircraft is additionally equipped with a Flashing Beacon and this is functional.
Landing/Taxi light	✓	✓		
Turn & Bank Indicator	✓	✓		Tag only VMC
Attitude Indicator	✓	✓		
Directional gyro	✓	✓		Solo flights only if the vehicle has a GPS and the student has been instructed in its use.

OM-B 6 Responsibility of technical staff

6.1 Technical Officer (BfT)

For all aircraft of Westflug Flight Training, a corresponding contract is concluded with the CAO of Westflug Aachen. This results in obligations for both the CAO and WFT as the owner of the aircraft. At the same time, the aircraft are contractually maintained by the maintenance company of Westflug Aachen GmbH & Co.KG. For the maintenance of these mutual obligations and for the proper performance of the technical services, the BfT is responsible in the ATO. At the same time he acts as Head of Maintenance in the Maintenance Organisation of Westflug Aachen GmbH & Co.KG. This personal union ensures that he monitors both the CAO's and the operator's obligations and has the necessary qualifications. He is responsible for ensuring that aircraft are only operated within the scope of the issued approval as an ATO if all maintenance work and inspections are properly carried out in accordance with the provisions of Regulation (EU) 1321/2014 and certified in the operating records.

In addition to the resulting tasks, he is responsible in the ATO for:

- Verification of the suitability of the aircraft for training operations (see OM-B 8).
- Notification of changes to the licensing requirements for the training aircraft (e.g. every change of owner) to the L1 unit of the LBA.
- Reporting of all relevant events (e.g. aircraft idle times) to the HT
- Reporting of operating times and deficiencies to the holder/CAO
- Reporting of events according to M.A.202 / ML.A.202

6.2 Continuing airworthiness records.

The WFA CAO shall create and store all continuing airworthiness records on computerised systems and store them on electronic media. The input terminals are password protected and only accessible to authorised personnel.

By means of appropriate backup facilities, the company has ensured that all electronically stored data is backed up at least every 24 hours.

The backup copies shall be stored separately from the working copies and in such a way that it is humanly impossible for them to be destroyed by fire, flood, theft or excessive electromagnetic influence.

In addition, a paper holder file is maintained in parallel with the electronic records. The following documents are kept in this file:

1. maintenance overview (AMP)
2. Aircraft Type Certificate Data Sheet or EASA Type Certificate Data Sheet (TCDS), most recent issue
3. Takeover and registration documents
 - EASA Form 52, Export Certificate of Airworthiness
 - permit to fly
 - Registration certificate (copy)
 - Certificate of airworthiness and airworthiness review certificate (copy)
 - Frequency allocation by the Federal Network Agency
4. Copy of the current equipment list
5. Weighing report
6. Overview list of performed LTAs/Ads and technical notifications of the manufacturer
7. Overview of the replacement of parts with limited service life
8. Maintenance records of scheduled and unscheduled maintenance, repairs, modifications and overhauls
9. Airworthiness reviews according to ML.A.901, reviews for the purpose of airworthiness certification or exportation
10. documents concerning special incidents or disturbances during flight operations

6.3 Retention periods

To meet the retention requirements of ML.A.305, the WFA CAO shall retain all documents and records related to the continuing airworthiness management of the aircraft for a minimum period of two years after the aircraft has been permanently withdrawn from service. This also applies to airworthiness review certificates or recommendations issued by the CAO in accordance with ML.A.901 together with all supporting documentation. The BfT is responsible for storage within the prescribed retention periods, and the storage office is the shipyard office of the WFA. Furthermore, the following deadlines apply:

In the case of aircraft serviced by our company, the owner/operator is obliged to keep all logbooks belonging to the aircraft for at least 24 months after the aircraft has been taken out of service and to present them on request.

**OM-B 7 Procedure for ensuring compliance with technical requirements
(according to Regulation (EU) No 1321/2014)**

7.1 Pre-flight responsibility (ML.A 201(a))

Prior to flight, the pilot shall satisfy himself/herself that the aircraft is airworthy and ready for flight and is operated only in accordance with the flight manual or other appropriate operating instructions.

This includes:

1. daily control

Each aircraft must be inspected once daily before commencing flight operations. The daily check is carried out by the Westflug maintenance organisation or by a flight instructor. The date of the check shall be recorded on a list in the reception area. The flight instructor, in the case of solo flights the supervising flight instructor, must ensure that the daily check has been carried out before the start of the flight.

2. get ready for flight

Every aircraft must undergo a clearing check before each flight, the scope of which is specified in the checklist. An aircraft is ready for a planned flight when

- it is airworthy, equipped according to the requirements of the flight and supplied with the necessary operating materials.
- it is loaded in such a way that the operating limits are complied with.
- the prescribed papers are on board.

The aircraft is airworthy,

- if maintenance has been performed **and certified in** accordance with the approved Aircraft Maintenance Program (AMP).
- Operating and emergency equipment is correctly installed and ready for operation or is clearly marked as not ready for operation;
- a valid certificate of airworthiness is available;

The flight instructor, in case of solo flights the supervising flight instructor, has to make sure that the airplane is in a flight clear condition before the start of the flight . In the case of solo cross-country flights, the supervising flight instructor must sign off the flight clearance on the flight order.

7.2 Reporting of events ML.A.202

Notifications of safety-relevant conditions on aircraft and their components

If safety-relevant conditions are detected on the aircraft during flight operations or maintenance measures/airworthiness checks, the CAO responsible for the respective aircraft must be informed in addition to the reporting channels described below. Safety related conditions suspend the airworthiness of the aircraft, accordingly, the WFA Certifying Staff may not issue a Release to Service until the safety related condition has been corrected.

Notification procedures for dangerous flight safety incidents on aircraft and components (NfL 2-332-17, EASA § 145.A.60, § 21A.165 and §§ 7 and 9 LuftVO)

General

For German registered aircraft, accidents and serious incidents must be reported (immediately) according to §7 LuftVO and EU VO 996/2010 and operational and technical incidents according to EU VO 376/2014.

Incidents are defined as follows: "An incident is a safety-related occurrence that endangers or could endanger an aircraft, its occupants or third parties if corrective action is not taken or not taken".

The WFA Part-CAO operation, its employees, as well as owners, operators and pilots are required to report.

The WFT has established the following reporting system in accordance with NfL 2-332-17:

The Accountable Manager shall inform the LBA, as well as the company responsible for the design and construction of the aeroplane or component, of any condition on the aeroplane or component discovered by the maintenance organisation or during flight operations which could lead or has already led to unsafe operation and thus to a dangerous impairment of flight safety as soon as possible and within a maximum of 72 hours.

Reporting deadlines / reporting channels

- a) reporting of accidents and serious incidents
According to §7 LuftVO the form of the BFU has to be used for incidents of this kind. see www.bfu-web.de and must be reported to the BFU immediately.
- b) Notification of reportable occurrences
After 31.12.2016, all notifications of reportable events must be made within 72 hours according to the form on the website www.aviationreporting.eu to the EU / national competent authority (LBA) (automatically). (automatically).

- c) messages concerning air navigation facilities/services
These reports are not the responsibility of the WFA.

(d) Use of the form

The internet forms mentioned under a) and b) are to be used in accordance with the required and available information by the responsible certifying body. and available information by the responsible Certifying Staff/Accountable Accountable Manager and forwarded to the AAIB or EU/LBA. respectively.

The informal report to the relevant competent authority where registration took place and to the company responsible for the design and construction of the aeroplane or component (use company Occurrence Reporting Forms) shall include the following items:

- detailed description of the identified impairment,
- Reference to possible effects of the impairment on aircraft
- Reference to possible links with other incidents
- a detailed description of the corrective measures taken or to be taken,
- the result of the internal evaluation of the impairment is the basis of the listed report contents.

The responsible Certifying Staff compiles the necessary information and prepares the EU Form in close cooperation with the Accountable Manager according to the website (www.aviationreporting.eu).

7.3 Recording system

See points 6.2 and 6.3

7.4 Transfer of records

See point 6.2

7.5 Aircraft defects

See point 2.5

7.6 Certificate of release to service

The approved maintenance programme of the aircraft is the basis for the work. In accordance with Part-CAO.A.065 in conjunction with Part-ML.A.801, a certificate of release to service shall be issued in each case:

- upon completion of each part of the planned maintenance, in accordance with the approved maintenance programme for the aircraft. Only in exception, planned maintenance may be deferred and then only in accordance with a and then only in accordance with a procedure of the respective CAMO/CAO (deferral of Complaints).
- after the completion of any corrective action, when the aircraft has been in service between scheduled maintenance events.

In accordance with Part-ML.A.801, a certificate of release to service shall not be issued by the "Authorised Release to Service Personnel" until the EFC maintenance organisation has carried out and documented all maintenance contracted for the aircraft in accordance with the procedures specified in the CAE, the applicable manufacturer's documentation and the approved maintenance programme.

7.7 CAO contract

For each aircraft operated in the ATO, a contract in accordance with Annex Vb of Regulation (EU) No 1321/2014 has been concluded with the CAO. The original is held by the CAO and a copy is held in the aircraft operator's file.

7.8 Procedures for aircraft not subject to Regulation (EU) No 1321/2014

Currently, Westflug Flight Training does not operate any Annex I aircraft.

OM-B 8 Procedures for the use of aircraft without prior approval

8.1 Aircraft to be used on a permanent basis under our training authorisation may be used without prior approval of the LBA provided that the following criteria are met and verified:

No.	Prerequisite	Responsible	Verification is carried out by
1	Is the aircraft in a controlled environment?	CAO/CAMO	BfT
2	Does the contract with the CAMO/CAO indicate the commercial use of the aircraft?	CAO/CAMO	BfT
3	Has a maintenance agreement been entered into with a Part-145 or CAO?	CAO/CAMO	BfT
4	Are the Certificate of Airworthiness and the Airworthiness Review Certificate (ARC) valid?	CAO/CAMO	BfT
5	Is there an approved AMP and is it applicable to the use of the aircraft in the commercial ATO?	CAO/CAMO	BfT
6	Has a holding contract/user contract been concluded in accordance with Annex XXX?	Acc. Manager	BfT
7	Is the liability insurance valid and is the training risk covered?	Administration	BfT
8	Has seat accident insurance been taken out for both the student pilot's seat and the instructor's seat?	Administration	BfT
9	Are the procedures for this sample included in the operations manual?	HT	BfT
10	Is there a confirmation of the training manager (HT) about the suitability and equipment of the aircraft for the training and examination according to Appendix xxx?	HT	BfT
11	Has the LBA been informed about the change and has the amended list of used aircraft as well as the form "Use of new aircraft" been sent to the L1 unit of the LBA by mail? The information and transmission must take place before the first use of the aircraft. (At the latest 1 hour before the first flight).	Administration	BfT

The verification shall be carried out with the aid of the form "Use of new aircraft" in Appendix B 2.

The aircraft may only be used if all points are fulfilled. The completed form must be sent to the LBA (see point 11 in the form) by e-mail as a PDF file before the start of the training.

- 8.2 Aircraft that are simultaneously used within the scope of the sightseeing flight are used

Westflug Flight Training GmbH & Co.KG is also licensed as a sightseeing flight company. The aircraft used in the sightseeing flight company are also used within the scope of the ATO. The CFI is also responsible for flight operations within the framework of the air carrier. The configuration of the aircraft is identical both for the operation in the air carrier and in the ATO. The procedures to be applied are also the same. For this reason, no special procedure is required for the handover or takeover of the aircraft.

- 8.3 Aircraft that are used exclusively by the owner/operator of the aircraft for their training of the owner/holder of the aircraft.

Aircraft, which are used exclusively in the context of the training of a private owner*, the points 1., 2. and 5. mentioned under 8.1 are not applicable. Instead, a declaration of the responsible aircraft owner on the proper continuing airworthiness according to Annex Vb (Part-ML) of the Regulation (EU) No.1321/2014 has to be archived.

*A private keeper is exclusively a natural person who is registered as a keeper who is part of a keeper association, whereby the shares are deposited with the traffic approval of the LBA. This proof document must be checked before training and must also be archived.

List of assets

-
- Appendix B 1** "Training Aircraft
Appendix B 2 "Deployment of new aircraft
Appendix B 3 "Confirmation by the HT that the aircraft is suitable for training".
Annex B 4 "Damage report
Annex B 5 "Permitted failures

Appendix B 1 "Training Aircraft

No.	Identifier	Type	Owner	Holder	CAO	Sightseeing flights	Use in training:						
							LAPL (A)	PPL (A)	CR SEP (L)	NFQ	FI (A)	KFB	UPRT
1	D-EWKW	EA 300 LC	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X		X	X	X
2	D-EWAD	C 150	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X		X		
3	D-EWAG	DA 20	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X		X		
4	D-EWAV	DA 20	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X		X		
5	D-EFXE	PA 28-161	W.Ka	Westflight Flight Training	DE.CAO.0010	X	X	X	X	X	X		
6	D-EHCN	PA 28-161	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X	X	X		
7	D-EWAE	C 172R	W.Ka	Westflight Flight Training	DE.CAO.0010	X	X	X	X	X	X		
8	D-EWAQ	DA 40	W.Ka	Westflight Flight Training	DE.CAO.0010		X	X	X	X	X		
9	D-EXWK	EA 300 LC	Aixtreme Ltd.	Westflug Flight Training	DE.CAO.0010		X	X	X		X	X	X
10	D-EWFT	SW 121	Westflug Flight Training	Westflug Flight Training	DE.CAO.0010		X	X	X	X	X		
11	D-EPFH	SW 128	FH Aachen	Westflug Flight Training	DE.CAO.0010		X	X	X		X		
12	D-EVFH	SW 128	FH Aachen	Westflug Flight Training	DE.CAO.0010		x	x	x		x		

Appendix B 2 "Deployment of new aircraft"

License plate number: _____ Pattern: _____

Use in training: _____

No.	Prerequisite	Responsible	Review is effected by	condition met (Confirmation by signature)
1	Is the aircraft in a controlled environment?	CAO/CAMO	BfT	
2	Does the contract with the CAMO/CAO indicate the commercial use of the aircraft?	CAO/CAMO	BfT	
3	Has a maintenance agreement been entered into with a Part-145 or CAO?	CAO/CAMO	BfT	
4	Are the Certificate of Airworthiness and the Airworthiness Review Certificate (ARC) valid?	CAO/CAMO	BfT	
5	Is there an approved AMP and is it applicable to the use of the aircraft in the commercial ATO?	CAO/CAMO	BfT	
6	Has a holding contract/user contract been concluded in accordance with Annex XXX?	Acc. Manager	BfT	
7	Is the liability insurance valid and is the training risk covered?	Administration	BfT	
8	Has seat accident insurance been taken out for both the student pilot's seat and the instructor's seat?	Administration	BfT	
9	Are the procedures for this sample included in the operations manual?	HT	BfT	
10	Is there a confirmation of the training manager (HT) about the suitability and equipment of the aircraft for the training and examination according to Appendix OM-B 3?	HT	BfT	
11	Has the LBA been informed about the change and has the amended list of used aircraft as well as the form "Use of new aircraft" been sent to the L1 unit of the LBA by mail? The information and transmission must take place before the first use of the aircraft. (At the latest 1 hour before the first flight).	Administration	BfT	

The above aircraft may be used for training.

Date: _____
Signature BfT

Appendix B 3 " Confirmation by the HT that the aircraft is suitable for training "

I hereby certify that the aircraft:

License plate number: _____

Pattern: _____

Planned use in the ATO: _____

is suitable for the intended use. In addition to the aeronautical evaluation of the aircraft, the suitability was also checked using the following list.

Equipment	Audited/ Available	Comment
Double tax		
Brake teacher seat		
Stopwatch		
Map light sign		
Checklists		
First aid kit		
Fire extinguisher		
take-off and landing run		Must be in the limit for the airfields used
Max. Take-off mass		Must be in the limit for the airfields used

Würselen, the

Signature Head of Training

Annex B 4 "Damage report

Schadensmeldung

Kennzeichen: D -	Datum:	Festgestellt durch:
Der Schaden wurde festgestellt: (Uhrzeit)		
Betroffenes Bauteil: <input type="checkbox"/> Zelle <input type="checkbox"/> Fahrwerk <input type="checkbox"/> Avionik <input type="checkbox"/> Motor <input type="checkbox"/> Elektrik	Flugtüchtigkeit nach Bewertung des Piloten <input type="checkbox"/> Nicht eingeschränkt <input type="checkbox"/> Eingeschränkt <input type="checkbox"/> Fluguntauglich	
Art des Schadens: (möglichst detailliert. Bitte nicht nur U/S, Kaputt, defekt oder ähnliches)		
Bei Rückfragen stehe ich unter folgender Rufnummer zur Verfügung:		

Diese Schadensmeldung ist unmittelbar nach Bekanntgabe an den Betriebsleiter per Mail (Scan) wka@westflug.de oder als WhatsApp (Foto) 01632441930 zu versenden.

Annex B 5 "Permissible failures

Permitted failures (VFR only) - Single Engine Aircraft				
Equipment	Failure permissible			Comment
	Day		Night	
	Dual	Solo		
1 headset	✓			Return flight only Home base
PTT Teacher	✓	✓	✓	Only with functioning microphone (exception EA 300 LC)
Loudspeaker	✓	✓	✓	Only if both headsets work. For solo flights a second headset must be on board
Intercom	✓	✓		Return flight only Home base
Shoulder strap teacher		✓		
Pitot tube heating	✓	✓	✓	Only if it is ensured that you fly well below the 0° limit.
Onboard clock	✓	✓	✓	If there is a second stopwatch with hours, minutes and seconds display on board
Navigation lights	✓	✓		Only between SR and SS
Flashing beacon	✓	✓		Only if the aircraft is additionally equipped with strobes and these are functional.
Strobes	✓	✓		Only if the aircraft is additionally equipped with a Flashing Beacon and this is functional.
Landing/Taxi light	✓	✓		
Turn & Bank Indicator	✓	✓		Tag only VMC
Attitude Indicator	✓	✓		
Directional gyro	✓	✓		Solo flights only if the vehicle has a GPS and the student has been instructed in its use.