

## Section I: Introduction

The Metro Helicopters Standard Operational Procedures is a positive approach towards improving the professionalism and realism of all Metro Helicopters online operations, and ensuring all baseline standard skills meet or exceed the requirements of senior management, VATSIM and Metro Helicopters VA.

### 1.1 Purpose & Scope

This instruction describes general flight and operating instructions and procedures applicable to the operation of all Metro Helicopters aircraft and related activities. This SOP is not intended to cover every contingency that may arise, nor every rule or good practice. To achieve maximum value the contents of all directives cited must be studied and understood. Interpretation and procedural questions should be referred to senior management. Where a need is recognized special instructions may be issued which supersede this document.

In the online environment deviations from SOP may be required. These are authorized only in emergencies. It is not often feasible to completely specify all situations or circumstances under which provisions of these SOPs shall apply; therefore, wording such as *normally*, *etc.*, *usually* or *such as* is employed. Words or clauses like the above shall not be used as loopholes, nor shall they be expanded to include maneuvers, situations or circumstances that should not be performed or encountered by the pilot or operation in question.

### 1.2 Change Procedures

Recommended changes to this and other SOPs may be submitted to senior management for review and potential inclusion.

### 1.3 Review

These SOPs shall be reviewed on an annual basis. Any item that identifies the addition of new information, a changed procedure, the correction of an error or a rephrasing of ambiguous material shall be highlighted in the new release as well as being published in a change notes format to ensure pilots are aware of the new material or procedure.

In the event new information comes to light that indicates either an approved SOP is potentially harmful to Metro Helicopters, pilots, aircraft or others on the VATSIM network, changes need not be delayed until the next scheduled SOP review. All flight crew personnel will be immediately informed of the changed procedure and the rationale behind the change. Immediate compliance with the new procedure is required. It is the responsibility of the flight crew personnel to ensure they are operating with the most current revision of these SOPs.

## Section II: Structure

Welcome to Metro Helicopters. Metro is a Microsoft Flight Simulator based virtual airline that simulates the operation of a large helicopter charter company. Metro Helicopters provides an environment where the rotorwing flight enthusiast as well as other virtual pilots can meet, establish friendships and share their love of rotorcraft.

### 2.1 Organization

#### Board of Directors

The Board of Directors is composed of the Executive/Chief Pilot; Director, Operations; Director Membership; Director, Training; Director, Flight Dispatch.

#### Instructor/Examiner Pilots

Senior pilots selected by the Training Director based on their experience (real world or flight simulator based), knowledge of Metro Helicopters operations and philosophy and their ability to constructively teach new and advancing flight crew.

#### Flight Crew

Pilots that exist at various levels of rank and qualifications which have completed all initial testing and probationary requirements.

#### Probationary Pilots

Potential crew members that have met Metro Helicopters hiring requirements but have not completed the required initial testing and probation requirements.

### 2.2 Personnel

#### 2.2.1 - Executive Director/Chief Pilot

Responsible for the overall operation and development of Metro Helicopters. He or she shall be the highest point of contact and initial point of contact for any outside agency or organization. He shall be the chairperson of the Board of Directors. He shall be an active pilot who has completed the initial PPIC, Complex, IFR ratings and all other criteria expected of flight crew.

#### 2.2.2 - The Director, Operations

The Director, Operations is responsible for the operations of Metro Helicopters VA aircraft, contracts and flight crews operating out of both New York and Van Nuys and its surrounding areas. He or she will work within his or her authority as granted by the Board of Directors to ensure smooth functioning of the East and West coast operations. He or she shall be the lead point of contact for VATSIM ATC agencies. The Director, Operations shall be an active pilot, whom has passed his PPIC, complex, IFR ratings and all other criteria expected of flight crew.

#### 2.2.3 - Director, Membership

The Director, Membership is responsible for reviewing, approving or disapproving all membership applications of new Metro Helicopters VA pilots. He or she will also maintain the Metro Pilots roster and be in charge of keeping accurate records of PIREPS, pilot hours and pilot rank. The Director of Membership has the right to initiate Leave of Absence (LOA), suspensions and or termination of any pilot whom does not meet the monthly number of verifiable logged hours as outlined in the Metro Helicopters VA SOP. Any and all disputes will be reviewed by the Director of Operations and the Membership Director. Should there be no resolution the final decision will be handed down from the Executive Director of Metro Helicopters VA.

#### **2.2.4 - Director, Training Operations**

The Director, Training Operations is responsible for the development and execution of all training activities undertaken to qualify and improve flight crew within Metro Helicopters VA. He or she shall be a member of the Board of Directors. The Director, Training operations shall be the initial point in the matter of crew discipline. He or she shall appoint I/E pilots, and shall promote flight crew with the concurrence of the Board of Directors. The Director, Training Operations shall be an active pilot, who has completed PPIC, Complex, IFR ratings and all other criteria expected of flight crew. The Director, Training Operations is also the highest qualified Instructor/Examiner Pilot.

#### **2.2.5 - Instructor/Examiner Pilots**

I/E Pilots are responsible for the education, training and improvement of all Metro Helicopters flight crew. They shall be active pilots who have completed initial PPIC & Complex ratings and all other criteria expected of flight crew. They shall be appointed at the discretion of the Director, Training Ops and the Board of Directors. During the course of their appointment they will, through their actions, encourage and teach in a positive manner that does themselves, their students and Metro Helicopters credit. Those I/E Pilots who wish to teach and examine IFR and Special Operations courses must themselves be qualified for that level.

#### **2.2.6 - Flight Crew**

Metro Helicopters Flight Crew is the backbone of the organization. Flight Crew members may exist at one of a number of different ranks with varying experience and qualifications. Flight crew members are required to be active pilots and will have, at a minimum, completed the initial PPIC rating. Flight crew members are encouraged to complete additional qualification courses as they advance in experience.

#### **2.2.7 - Probationary Members**

Probationary Members are those who have applied and been accepted for initial training by Metro Helicopters but have not completed the initial PPIC rating. They are entitled to use the Metro Helicopters web site, forum and scenery and aircraft downloads. A probationary pilot, prior to applying for membership, will have met the following qualifications:

- At least thirteen (13) years of age
- A valid VATSIM identification number

- Upon acceptance the probationary pilot will commence training for their PPIC rating.

### **2.2.8 - Special Appointment**

Special appointees may bypass probationary status at the discretion of the Board of Directors and assume full flight crew status upon successful completion of PPIC examination. Examples of special appointees include those with significant real world flight experience or those who have significant prior experience with another similar virtual airline.

### **2.2.9 - Dispatcher/Flight Operations**

The Metro Helicopters VA Dispatcher of Flight Operations is to assume the role as flight dispatcher for all local flights. He or she will keep pilots aware of all weather conditions at pilot's point of departure enroute and point of destination (airports, heliports, etc). The Dispatcher will also be the point of contact with keeping pilots up to date with all NOTAMS that the pilots need to be aware of while flying on both the East and West coast.

## **Section III: Administrative Rules**

Administrative rules provide guidance for items generally related to personnel issues. The Training Director will be responsible for administration and enforcement of administrative rules with the assistance of the Board of Directors. Any member of the Board of Directors can initially respond to a serious violation of these rules with further action taken by the Board of Directors.

### **3.1 - Probationary Flight Crew**

New members must be at least thirteen (13) years of age. They shall hold a valid VATSIM identification number and own a valid copy of *Microsoft Flight Simulator 2004* or *Microsoft Flight Simulator X*.

### **3.2 – Communications**

Communications within Metro Helicopters is conducted via our website ([www.metrohelo.org](http://www.metrohelo.org)), through our message forum (<http://metrohelicoptersva.com/index.cgi>.) or through our electronic mail (e-mail) list. It is the responsibility of all members to ensure they make themselves aware of changes in information as time passes.

### **3.3 - Leave of Absence**

Members may request a leave of absence for real life situations that occur. The request shall be forwarded via email to the Training Director indicating the period of time the member expects to be unavailable. It is understood that this is a hobby and member's family and real life obligations must come first. A leave of absence shall be limited to a period of six (6) months. If more than six (6) months of leave is required the member will be removed from the roster and asked to

reapply when they are able to meet the general requirements for membership again.

### **3.4 – Advancement**

Advancement in rank with Metro Helicopters shall be based on a member's performance, qualifications, and enthusiasm. While flight hours are important to the company they shall not be the sole indicator of a members overall performance. The advancement policy is currently under review and the SOPs shall be updated once the review is complete.

### **3.5 - Promotion for Merit**

The Board of Directors reserve the right to promote individuals based on providing significant contributions to Metro Helicopters.

### **3.6 - Discipline, Review, and Termination**

The Training Director shall maintain records pertaining to all members with Metro Helicopters. The records shall include the initial membership application, the member training records and all notations of good conduct or censure.

#### **3.6.1 - Discipline Procedures**

Disciplinary issues will preferably be handled on a one-to-one basis at the time of the incident. The levels of handling any particular incident are listed below. If an incident is of a severe nature Board of Directors members are authorized to immediately suspend the member's privileges and begin discipline at the review level.

1. Informal warning at the time of incident and information to correct the behavior.
2. Formal written warning clearly stating the inappropriate actions and corrective behavior.
3. Second warning including temporary suspension of privileges.
4. Review Board to convene.

While suspended a member may have their membership privileges limited at the discretion of the Board of Directors.

#### **3.6.2 - Review Board**

The Review Board shall be convened within five (5) days to review matters. The Review Board shall have the authority to investigate the matter under review, examine the member's record and interview the member. The Review Board shall make recommendations to the Board of Directors on their view of appropriate actions. The Review Board shall consist of the Training Director and

two (2) I/E members or Board Members.

### **3.6.3 – Termination**

From time to time it is unfortunately necessary that a person's membership be terminated. The following categories of termination shall be used.

#### *Termination for Conduct*

Members terminated for conduct will not be considered for reinstatement.

#### *Termination for Cause*

Members terminated for cause (failure to meet ongoing membership requirements) may be considered for reinstatement at the discretion of the Board of Directors.

#### *Resignation in Good Standing*

Members who resign in good standing will be eligible for immediate reinstatement.

### **3.6.4 - Reasons for Termination**

#### *Termination for Detrimental Acts*

Any act deemed detrimental to Metro Helicopters is cause for immediate termination. Detrimental acts include, but are not limited to, disrespect, profanity, misrepresentation, inappropriate actions, failure to follow and abide by Metro Helicopters SOPs or failure to follow and abide by the VATSIM Code of Conduct. Acts of this nature are to be reported to the Training Director immediately by any member providing details of the acts. The Review Board will then investigate and make a recommendation to the Board of Directors for any actions necessary. All members agree that in the event they are terminated they will immediately cease and desist any activities that may be associated with Metro Helicopters including the use of web sites, forums and electronic mail (email).

#### *Membership Requirements Not Met*

Failure to fly three (3) hours per month or participate in two (2) organized flying events per month will result in a pilot being placed on an inactive status. Should the member then fail to fly three (3) hours or participate in two (2) organized events in the following month they will be terminated for failure to meet minimum requirements and their name will be removed from the active roster. Pilots who feel they cannot meet these requirements due to real life commitments should contact the Director, Membership to request a Leave of Absence (LOA).

## **Section IV: Operational Rules and Directives**

Operational rules are required for the overall benefit of Metro Helicopters, VATSIM, members and our professional reputation. Some areas of Metro Helicopters operations fall under the rules of

VATSIM Special Operations Policy while others fall under the domain of VATSIM General Operations. Regardless of operational area it is expected that ALL members will be intimately familiar with these SOPs. These rules and directives are mandatory for all members and failure to comply with SOPs may result in the immediate termination from Metro Helicopters and potentially from VATSIM.

#### **4.1 - Definition of Operational Mission Types**

Due to the dual nature of Metro Helicopters operations, mission types are separated for the purpose of rule making.

##### **4.1.1 - General Aviation Missions**

The following mission types are considered to be of a general aviation nature. Pilots will conduct them according to Metro Helicopters and VATSIM general regulations:

- Charter
- Sightseeing
- Scheduled Flight
- Electronic News Gathering
- Survey
- Flight Training
- Offshore Operations
- Formation Flights for the purpose of training.

##### **4.1.2 - Special Operations Missions**

The following mission types are considered *Special Operations* by VATSIM and will be conducted in accordance with Metro Helicopters and VATSIM Special Operations SOPs:

- Emergency Medical Service (Lifeguard or MedEvac) flights
- Fire Suppression Operations
- Search and Rescue
- Coordinated Formation Flight (not for training purposes)

#### **4.2 - Training Requirements**

Due to our affiliation with the VATSIM Special Operations Division all Metro Helicopters members are required to have demonstrated a level of proficiency in all aspects of helicopter operations

regardless of mission type.

#### **4.2.1 - General Aviation (GA)**

GA flight crews for Metro Helicopters are expected to have met all requirements for a *Probationary Pilot* per Metro Helicopters SOPs. In addition, the member will have completed ten (10) hours of flight training prior to attempting their Probationary Pilot Initial Check ride (PPIC). They will have been examined on PPIC material by a designated I/E Pilot and found to have met the required standards.

#### **4.2.2 - Special Operations**

Due to the highly specialized nature of some Special Operations missions members are required to have completed additional training before being appointed to the Metro Helicopters Special Operations Division.

#### **4.2.3 - Emergency Medical Services**

Members shall be appointed to MetroLife operations at the discretion of the Special Operations Director. To be eligible members must have completed their PPIC, IFR, Complex and Special Operations - EMS endorsements.

#### **4.2.4 - Fire Suppression Operations**

Members shall be appointed to Fire Suppression Operations (FSO) at the discretion of the Special Operations Director. To be eligible members must have completed their PPIC, IFR, Complex and Special Operations - FSO endorsements.

#### **4.2.5 - Search and Rescue Operations**

Members shall be appointed to Search and Rescue Operations (SAR) at the discretion of the Special Operations Director. To be eligible, members must have completed their PPIC, IFR, Complex and Special Operations - SAR endorsements.

#### **4.3 - Minimum Flight Hours**

All members are expected to fly a minimum of three (3) hours per thirty (30) day period or fly two (2) organized flights per thirty (30) day period. All flights must occur on the VATSIM network. It is understood this is a simulated organization and sometimes members may not be able to fly the required hours per thirty day period. Should this situation arise members are expected to contact the Training Director for a Leave of Absence (LOA). If possible please state the reason for the

request, and the approximate return date.

#### 4.4 - Pilot Proficiency Requirements

Metro Helicopters members are required to fulfill their hourly requirements based on the following chart. Assuming all minimum hours are being consistently met it is not anticipated annual re-qualification will be required. Members should note that the Training Director reserves the right to require members demonstrate competency in helicopter operations at any time. A Minimum of 3 hours a month or 2 organized flights will meet monthly requirements D/N VFR.

Qualification	Hours / 30 days	Takeoff / Landing	Other Special Req:
<b>D/N VFR</b>	3 hrs (Or two (2) organized flights)	Min of 2 heliport, Min of 2 airport.	<i>none</i>
<b>IFR</b>	5 hrs (at least 1 hr must be under actual / sim. IFR cond, & 1hr night.)	2 heliport, 2 airport & 2 full procedure ILS under actual or sim IFR cond.	<i>none</i>
<b>MetroLife</b>	8 hrs including all above requirements	If no missions, all above requirements, including 3 t/o & landing cycles @ EMS helipads	Must complete one t/o & landing cycle at KFRG training facility on-scene course if no active missions.
<b>Fire Suppression</b>	8 hrs including all D/N VFR requirements	If no missions, all D/N VFR req, plus 2 rough camp approaches & landings.	Must complete 1 flight in formation with min 3 other A/C for co-ord training.

## Section V: Online Flight Operations

### 5.1 - Call Signs

For purposes of identification members are assigned a unique identifier when their application is accepted. This member number shall be prefaced with the letters **NMH** as the text call sign of the

aircraft on VATSIM in the Flight Identifier box of either Squawkbox or FSInn. Example: **NMH200**  
The accepted voice call sign for members is **Metro XXX**. Example **Metro Two Zero Zero**  
Members are expected to be in contact with Air Traffic Control whenever they are in a control zone and are expected to follow ATC direction. On initial contact with ATC it is expected the member will provide a brief summary to ATC about type, altitude, route and destination. The use of the term *Helicopter* is encouraged in this initial contact.

Example: *So Cal Departure, Helicopter Metro Two Zero Zero is a Bell Four Twelve on the ramp at Van Nuys requesting VFR departure to the northwest at two thousand five hundred feet. Planning San Francisco International, request clearance through the Bravo and flight following.*

MetroLife flights will amend their call sign to *Lifeguard* Metro XXX while in U.S. airspace, *MedEvac* Metro XXX while in Canadian airspace or *Helimed* Metro XXX while in British airspace. MetroLife flights will add the letters **LG**, **M**, or **HM** after their text call sign (example: *NMH200LG*) as appropriate.

Fire suppression crews will use the initial voice call sign of *Metro Tanker Two Zero Zero*. ATC may shorten this to *Tanker* at their discretion. There is no modifier to the text call sign.

## **5.2 - Radio Communications**

As noted above members are expected to be in contact with Air Traffic Control any time they are in controlled airspace regardless of mission type. Although not mandatory it is strongly recommended that all members utilize voice communications rather than text communications. It is expected that members will be familiar with the use of either Squawkbox or FSInn for voice communications and familiar with proper radio phraseology and language.

All private company communications will occur via the Metro Helicopters dedicated TeamSpeak system. This includes flight coordination, rescue coordination and fire ground communications.

## **5.3 - Flight Planning**

All flights conducted on VATSIM under a Metro Helicopters identifier (NMH) must include an appropriately filed flight plan in accordance with established Visual Flight Rules (VFR) or Instrument Flight Rules (IFR).

Members who are Day/Night VFR certified must ensure all flight operations occur within Visual Flight Conditions (VMC) including 1000 ft AGL vertical and 3 SM horizontal visibility. Any VFR-only pilot who proceeds into Instrument Meteorological Conditions (IMC) inadvertently will land as soon

as practical and will notify the training director within twenty-four (24) hours of the incident.

Members who are IFR certified must ensure all flights are planned and operate within guidelines for IFR Rotorcraft Flight. Members must use all resources available to ensure the flight operates in a safe manner. Members should not hesitate to choose alternate airports and landing sites rather than continuing into unsafe weather conditions and should use ATC as a resource if available.

In major metropolitan areas members are required to plan and fly using helicopter routes where available. Flights that are *Direct To* are to be avoided as they are unrealistic and complicate matters for ATC.

MetroLife members are to plan their flights to minimize impact on the ATC system. MetroLife is authorized to file and fly *Direct To* accident scenes and hospital heliports. MetroLife crews are strongly reminded they ***do not have priority over other aircraft on the VATSIM network.***

Fire Suppression Operations members are required to understand and comply with flight plan requirements, special use airspace (SUA) requirements and all Metro Helicopters Special Operations SOPs. Fire Suppression Operations are strictly prohibited under marginal visual conditions (MVMC) or instrument conditions (IMC).

#### **5.4 - Special Use Airspace**

When operating within Special Use Airspace (SUA) flights shall be conducted under the appropriate SOPs/Special Operations SOPs for that mission type. Procedures and separation standards may be contained in a letter of agreement between Metro Helicopters and the appropriate VATSIM agency. Metro Helicopters may provide a Traffic Control Specialist (TCS) / Dispatcher. He or she shall be an appropriately qualified VATSIM air traffic controller who is permitted to operate at a minimum Tower-level of complexity at their assigned ARTCC. The TCS will do their utmost to ensure SUA operations do not impede the regular flow of traffic including the ordering of cessation of all Special Operations activities.

It is of the utmost importance that aircraft operating independently, or under the control of a ground or airborne controller, remain within the specified vertical and horizontal limits of assigned airspace. Remaining within airspace and free of conflict can only be achieved by maintaining total awareness of details contained in current charts, publications and Metro Helicopters SOPs, combined with a continual assessment of the current flight environment presented to the flight crew. When operating within a designated SUA members are strongly cautioned that non-Metro Helicopters aircraft may penetrate or not honor the SUA. Metro Helicopters flight crews are

required to initiate avoidance action as soon as possible.

### **5.5 – Priority**

Special Operations Aircraft and missions do not take priority over civil traffic unless pre-approved by VATSIM with ARTCC concurrence.

### **5.6 - Time Usage**

Greenwich Mean Time (GMT / Zulu) will be the time standard used for all operations. This takes into consideration the fact that our operations can potentially be spread out from one side of the continent to the other or indeed, over the world.

### **5.7 - Aircraft Types**

Metro Helicopters divides its current fleet of aircraft into two (2) categories: Normal and Complex. Members who have passed the initial PPIC certification are automatically type rated for all Normal Category aircraft, listed below:

- Bell 206B3 *Jet Ranger*
- Bell 206L3 *Long Range*
- Eurocopter AS-350 *A-Star*
- Eurocopter EC-120B *Colibri*
- Eurocopter EC-130

Members who have passed the Complex certification are automatically type rated for the following Complex category aircraft, in addition to all Normal category aircraft:

- Eurocopter AS365-N3 *Dauphin I*
- Eurocopter EC-135
- Bell 412
- Sikorsky S-76A *Spirit*

The aircraft lists may be updated on occasion depending on fleet additions and retirements by management. Members will be notified through various forms of official communication of any changes.

## **Section VI: Visual and Instrument Flight Operations**

The rules and minima listed below are Metro Helicopters operational policies. They reflect current industry thinking on safety margins and appropriate flight standards and may differ significantly from other rule making familiar to members. While operating aircraft for Metro Helicopters these rules are to be used for all aspects of flight planning and operations.

## **6.1 - Visual Flight Rules**

General Requirements:

- Member who has been examined at the initial PPC level and found to have mastered the fundamentals of day/night VFR operations.
- Valid VATSIM VFR flight plan entered for flight.
- Aircraft, except for departure or landing, must be operated a minimum of one (1) nautical mile horizontally from obstructions.
- Aircraft, except for departure or landing, must be operated at least 500 ft above ground level in built up areas.
- Aircraft, except for departure or landing, must be operated at least 1500 ft above ground level and clear of clouds between twilight and dawn.
- In areas with approved helicopter routes flights should be planned to make maximal use of those routes.
- In areas with active ATC pilots will remain in contact with the air traffic controller while in controlled airspace.
- VFR rated pilots shall use all available sources of navigational information *but are specifically cautioned and reminded that the presence of a GPS in the aircraft does not allow flight into instrument meteorological conditions.*

### **6.1.2 - Aircraft Requirements**

- Aircraft in safe mechanical condition.
- Baggage and passengers loaded in compliance with rotorcraft POH weight and balance guidelines.
- Fuel planning and loading as per Metro Helicopters manual. (Fuel to destination plus twenty (20) minutes of fuel for normal cruise).
- Radios functional and tested with VATSIM ATC if available.

### **6.1.3 - Weather Requirements**

- Ceilings of at least 1000 ft for day operations or 1500 ft for night operations.

- Horizontal visibility greater than three (3) nautical miles for day operations or five (5) nautical miles for night operations.
- Weather forecast for local operating area does not show significant weather events.
- Weather forecast for local operating area does not indicate greater than 10% probability of clear air icing.
- Departure and destination are forecast to remain VMC for the duration of flight operation.
- Departure and destination must allow aircraft to approach and depart with no tailwind component on final approach and no greater than a 40 mph crosswind component during final approach.

## **6.2 - Instrument Flight Rules Operations**

Metro Helicopters members who wish to pursue the challenges of IFR helicopter flight are to be encouraged in those goals. Requirements for IFR flight are in some cases much more stringent and in some cases much more relaxed than requirements for VFR flight. In either case, much more responsibility is placed on the aircraft commander who in IFR flight is more akin to a systems manager rather than a pilot. Members are reminded to comply with all ATC directions.

### **6.2.1 - General Requirements**

- Member qualified to fly under Instrument Flight Rules (IFR).
- Valid VATSIM IFR flight plan submitted, including appropriate altitudes and routes and valid alternate destinations when required.
- Appropriate IFR sectionals and approach charts accessible to the member during flight.
- IFR flight must originate and terminate at a certificated airport with instrument approach procedures.
- If the departure or destination is a heliport weather must be forecast to remain above VFR minimums from the departure time to one hour after the scheduled arrival time.
- Cancellation of IFR flight plans while airborne is acceptable if a normal approach can be made to the destination while remaining in visual meteorological conditions.
- Instrument rated members may file an IFR flight plan for discretionary reasons such as for positive air traffic control, congested airspace or enhanced flight following.
- IFR rated members are reminded that Metro Helicopters is only certified for Lateral Navigation (LNAV) GPS approaches- Vertical Approach Guidance (VNAV) is not available. GPS units should not be used as an indicator of altitude.
- Metro Helicopters is only certified to CAT I and II ILS approaches. CAT III approaches are prohibited.

- Under no circumstances are aircraft to be operated in excess of 12,500 ft MSL.

### **6.2.2 - Aircraft Requirements**

- Aircraft in safe mechanical condition.
- Aircraft approved and configured for IFR operations.
- Baggage and passengers loaded in compliance with rotorcraft POH weight and balance guidelines.
- Fuel planning and loading as per Metro Helicopters manual. (Fuel to destination, two (2) missed approaches, plus thirty (30) minutes cruise).
- Radios functional and tested with VATSIM ATC if available.
- Required navigational equipment include: Two (2) Navigation Radios with independent OBS indicators, Global Positioning System with current IFR approved database and One (1) communications radio.
- Functional Automatic Flight Control System (AFCS / Autopilot)

### **6.2.3 - Weather Requirements**

- No forecasted icing conditions.
- No forecasted convective weather within thirty (30) miles of planned route.
- Ceilings of 200 ft, 1/2 nautical mile visibility minimum *OR*
- Alternate airport within 25 nautical miles of departure airport with weather forecasted above ILS minimums for one (1) hour after the departure time.
- Destination weather forecasted to be at or above instrument approach minimums from one hour before to one hour after the scheduled arrival time.

## **Section VII: Special Operations - Emergency Medical Services**

Under review at this time.

## **Section VIII: Special Operations - Fire Suppression Operations**

Under review at this time.

## **Section IX: Special Operations - Formation Flight**

Under review at this time.

## **Section X: Special Operations - Search and Rescue**

Under review at this time.

This SOP is COPYRIGHTED © material and should not be used without the written consent of Metro Helicopters VA.