

AVIATION PROCEDURES GUIDE

TEAM OLATHE

Department of the Army
7th Battalion, 158th AVN REGT
11th Combat Aviation Brigade
Army Reserve Aviation Command
USARC

12 September 2021

*The APG supersedes all previous editions

** Items in **RED** are the changes

FILE: OLATHE APG

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

Summary. This APG covers local area flight operations ISO 7th BN 158th AVN REGT.

Applicability. This APG applies to all Aviation Support Facility (ASF) Olathe employees, all supported Units personnel and all Full Time Unit Support (FTUS) and Military Technicians operating under the supervision of the ASF Staff.

Proponent and exception authority. The proponent of this supplement is the ASF Olathe Facility Supervisor. The proponent has the authority to approve exceptions or waivers to this APG that are consistent with applicable regulations and command guidance.

Management Internal Control process. This APG contains management control references and identifies key management internal controls that must be evaluated.

Suggested improvements. Users are invited to send comments and suggested improvements to this supplement.

Changes. Changes will be submitted through the Facility Supervisor for posting in this supplement. A change spreadsheet located in the back of this supplement will reflect the change. Pen and ink changes authorized.

RICHARD J. SHERMAN
GS-13
ASF Olathe Facility Supervisor

CHAPTER 1 - OPERATIONS

1-1. Hours of Operation: ASF Olathe is staffed to facilitate Monday through Friday operations with normal hours of 0630 through 1700. Missions that start or end after hours will need to be coordinated in advance to facilitate the needed support.

1-2. Facility Personnel and how they support the unit: Most of the positions at this Facility are allowed to overlap duties to ensure that there is a seamless operation.

a. Facility Supervisor: By job description this person has overall responsibility for all aviation operations that occur at this location. This person has Moderate Risk Approval for ASF generated missions.

b. Supervisory Flight Instructor (Operations Officer): This position has overall supervisor of Standards, Flight Ops, ALSE and Safety. This person along with being the Senior Instructor Pilot may also be a mission briefer and may also have Low Risk Mission Approval.

c. Helicopter Flight Instructor: As an SP/IE they, in concert with the tenant unit's standards sections, monitors the flight training requirements set forth by the ATP Commander. Assist in managing the Flight Operations process.

d. Helicopter Pilot/ Safety Officer (Safety Officer, ASO): This position is responsible for the management of the Aviation/Ground Safety Program for the ASF. He/she works with the unit ASO to ensure that all aviation operations are conducted IAW appropriate regulations. This position is also an IP/SP and assists in the Standards and Operations areas.

e. Aircraft Dispatcher: This position is responsible for aircraft/aircrew flight following. They are the primary flight records custodian and CAFRS operator. He/she works with the Flight Operations and Standards Staff to ensure all aspects of the programs are being conducted IAW applicable regulations. They also are the primary FLIP account manager for the ASF and the tenant unit.

f. ALSE technician: This person monitors the ALSE program for the ASF and Unit. He/she also conducts ALSE equipment inspections as required and works with the unit ALSE representative for Survival Radio issues.

g. ASF Standardization Flight Engineer Instructor (SI). This position is responsible for managing the FI/FE staff members FSP and assisting the tenant unit SI/FI staff in monitoring their NRCM's.

1-3. Flight Planning: Flight Planning is responsibility of the PIC or AMC for all missions. All mission will be briefed accordingly and have a final Mission Approval prior to departure.

a. For all local VFR flights the BDE RCOP (or latest designated version) and/or Avn Mission Briefing Sheet will be used ILO a DD Form 1801.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

b. For all IFR flight the DD Form 1801 will be completed IAW the GP. The Current RCOP will accompany the 175. Both the DD Form 1801 and the Current RCOP/Mission briefing form will be stapled together and placed on the Mission Clipboard on the counter in flight ops.

c. For all VFR flights that depart the local area a DD Form 1801 will be completed IAW the GP. This process is the same as for IFR flights. These flights will be filed with the applicable FSS.

d. For multiple day missions (ie. paradrop at Ft. Carson). The crew will receive a brief daily prior to execution. The original MAA will remain in effect unless the risk value is elevated above his approval level. The local area operations will be complied with (example: Ft. Carson 95-1). This flight plan will be placed in the “Open Flight Plan” box on the counter in flight ops.

e. The DA Form 5484 will be completed for all flights and will be kept on the counter in flight operations. The DA Form 5484 will be retained for a minimum of 90 days.

1-4. Publications: Team Olathe Limited DOD flip are maintained by the ASF operations staff with the assistance of unit personnel. There are Publications bags that will be signed out by one of the crew members of all aircraft that are flying. Flight Operations also keeps several extra copies of many Flip Products. The back room (flight planning) has copies of the associated FLIP products that are needed for most flights. These products are labels OPS ONLY and are intended to stay in the flight planning area. There are not enough copies for all Aviators to have a complete set. If you desire to have your own personal pubs bag let ops know so we can ensure we have enough required pups.

TEAM OLATHE Electronic Flight Bag (EFB) Management

General: In accordance with applicable AWR’s Team Olathe aircrews are authorized to fly with Tablets as carry-on equipment in order to display navigation documents to include aviation maps, approach plates, aircraft Operator’s Manuals and checklists, and mission products. Due to the constantly changing nature of applications, operating systems and tablets, when conflicting information exists the AWR and any Policy letters from HHQ take precedence. Required paper publications may be carried as a contingency if directed by the Company or Battalion Commander.

a. Tablets and their associated laptop are prohibited from being placed on any military network. Initial setup will only be conducted by the 7th BN S6. Initial setup refers to new systems that are being loaded for the first time or systems that have been sanitized.

b. Government issued tablets are the **ONLY** authorized EFB to be used in the aircraft.

c. Aircrews shall review and be familiar with all notes, cautions, and warnings located in the appropriate AWR.

Duties and Responsibilities:

a. BDE/BN AMSO office is responsible for coordination with appropriate Project Managers for approval for use of tablets and ensures compliance with requirements and restrictions IAW AWRs. Any changes will go through the BDE AMSO office.

b. BN AMSO: Coordinate with the S6 office for initial set-up of Govt. owned equipment. Maintain OS usernames and passwords required for set-up. Provide training and establish procedures to ensure all FLIPs, mission products and reference publications are up to date to include Aero Flight application updates.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

c. BN S6: Responsibility for Govt. owned equipment updates/upgrades; document for classifying/declassifying the systems. Information assurance of all associated equipment.

d. BDE/BN TOPO: Download and maintain geo-rectified maps of LFA, CTCs, and for any areas needed for world wide contingency operations.

e. Flight Operations (ASF): Govt. owned tablets will be updated by Flight Operations staff. Flight Operations personnel will maintain an Aero Data Server to facilitate the updating of tablets. The tablets will be stored in a secure cabinet and issued prior to each flight. Each flight will be issued 2 tablets.

f. Flight Company / ASF: Tablets, charging blocks, sync cable and protective cases are to be issued by Flight Operations. Additional equipment will be issued with the tablets to ensure proper usability as deemed necessary by the Company Commander. These end items are recommended and not limited to back up power sources, solar charging panels (optional), and associated cables and equipment.

g. Aircrews: Ensure proper physical security of Govt. owned devices at all times. Devices will be properly maintained and any damage to the tablet will be reported to the Flight Operations immediately. Individual Aircrew members shall ensure all flight publications are updated and prior to every flight. Any outdated pubs will be used as reference only, and will be identified and forwarded to Flight Operations staff.

Approved Devices:

a. Only government provided tablets will be used as an Electronic Publications Bag (EPB).

b. Gloves may be removed in flight momentarily for tablet operation when compatible flight gloves or stylus are not available.

Administrator Requirements (BN S6 or designee):

a. Administrators are required to install software/system patches and update antivirus definition files on the primary and alternate EFB computers when necessary.

b. Required updates and patches can be obtained from the BN S6.

c. Mobile Device Management (MDM) administrators will accomplish sufficient training to accomplish required device management tasks. The BDE EFB OIC will provide detailed information on training required for MDM administrators prior to or upon MDM implementation.

Care and handling of the EFB devices:

a. Each member issued an EFB device is responsible for its proper care and handling. Users will always maintain physical control over their issued EFB device.

b. Users will not modify the EFB device from the approved configuration.

c. Report any loss, theft, loss of functionality, display readability, or battery problems to Flight Operations.

d. Loss and damage will be covered through the 15-6 process through the S-4.

e. BN EFB Program Managers may contact the manufacturer for EFB device warranty service. If the warranty period has lapsed, or if the devices require repair for reasons not covered by the warranty, the unit is responsible for funding a replacement device or repair at a manufacturer-authorized service provider.

Security Policy and Use:

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

a. Configuration: EFB devices will only be imaged with the approved standardized baseline configuration. All application requests along with operational justification will be submitted through the EFB Program manager.

(1)BN EFB Program Managers are responsible for ensuring devices are setup and configured as specified in this instruction, and will determine how to track them. All devices will be provisioned and configured prior to individual issue.

(2)Significant hardware, operating system, or software updates may exceed the capacity of a single BN EFB Program Manager to handle without additional manpower. Commanders will ensure the BN EFB Program Manager has sufficient assistance when required.

(3)EFBs that have been used in a combat environment or have otherwise been loaded with data classified secret or above will be reset to factory settings and completely reloaded with unclassified data before garrison use.

b. Device Performance: During use, aircrew will verify the device is performing as expected and configured IAW the approved baseline configuration. This includes, but is not limited to:

(1)Appropriate connectivity icons are displayed based on guidance in this instruction, and applicable to the environment where the devices are being operated (e.g., Airplane icon when airplane mode is required, WiFi icon on when WiFi connectivity is authorized and required, Bluetooth icon on when authorized).

(2)Verify that no device features are operating autonomously, such as the camera, or applications activating without user input.

(3)Note and report any unapproved or unexpected application icons appearing on the home screen.

c. Physical and Environmental Considerations. While operating in hot weather, every effort shall be made to keep the EFB out of direct sunlight when possible to prevent thermal shutdown of the device.

Limitations:

a. Battery Limitations. Prior to flight, make every effort to fully charge the device. EFB device battery levels shall be at least 10% for each hour of total flight time, but not less than 50%. For any single leg lasting longer than 8 hours, the battery shall be charged to at least 80% for that leg of flight at time of take off. PCs and individual aircrew members are responsible for ensuring that battery charge is sufficient to meet mission requirements. Aircraft power may not be used to power/charge EFB. Power requirements may be disregarded if a battery backup power source (if authorized) is utilized and the backup batteries shall be able to completely charge 1 EFB to 100%. The backup battery must be checked prior to takeoff for confirmation.

b. EFB Back-Up Requirements. If operating without paper publications, 1 EFB per pilot is required and both must meet battery levels in paragraph a. above.

c. Screen Autolock Requirements. EFB screen auto lock will be set to 15 minutes. Upon entering the aircraft, the user may set the auto lock feature to “Never” under device settings. Upon exiting the aircraft, the user will set auto lock back to 15 minutes. Note: When Auto-Lock is set to “Never,” the device will remain “awake” with the screen ON until the user toggles the power button, which could result in excessive battery drain.

d. Own-Ship Position. Aircrew will not use EFB display of own-ship position and moving map (if equipped) as a primary means of navigation. These tools, if available, will be used only as an aid to situational awareness.

e. Weather Display. Aircrew will not use EFB display of weather data in-flight (if equipped) as a primary means of weather avoidance. Weather data obtained from off-board sources is often outdated due to delays caused by refresh rates and limitations inherent in the system transmitting the data. Experience has shown that weather depictions of this type can be up to 45 minutes old. Therefore, weather data that may be available on the EFB will be used only as an aid to situational awareness.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

Training: Units will provide crewmember EFB training prior to initial in-flight use.

a. Minimum requirements. Demonstration of pubs access/update, navigation of device and each approved application, procedures in case of device/app failure, basic battery conservation techniques, and security practices to protect against sensitive data loss.

b. Flight Information Publication Currency. This training will be accomplished annually in conjunction with the required annual training.

Flight Operations:

a. Use In-Flight. Pilot EFBs will be securely worn and viewable during takeoff, traffic pattern activity, approach, and landing, or positioned so as not to create a hazard during these phases of flight. During all phases of flight, aircrew will ensure EFB devices are worn, positioned, or stowed so as not to impede any required flight-related equipment, or otherwise create a hazard. **EFBs will NOT be stored or left in open sunlight in order to protect against thermal shutdown.** Aircrews are authorized use of electronic checklists on the EFB.

b. Currency of Content. The Pilot in Command will ensure all required flight-related content and applications are current per DA PAM 738-751 and the BDE SOP prior to every flight. Due to the length of time required to download significant publications updates and FLIP databases, aircrew should accomplish this the day prior to the flight, and update as necessary prior to takeoff. Units will identify publication releases that are critical and ensure off-station crewmembers receive them via any means necessary, as soon as practical. Publication releases that are noncritical can wait until the crewmember returns to home station.

c. Night Operations. EFB device back lighting shall be set to have minimum impact on night vision during night operations.

(1) Night Vision Goggles (NVG) EFB screen filters are authorized for use in flight.

(2) EFB Audio. EFB devices shall be set at a volume that will not interfere with aircraft communications or normal crew duties.

Abnormal and Emergency Procedures:

a. Egress. EFB devices will be stowed prior ground egress if time and conditions permit. Egressing the aircraft with the EFB attached to the crewmember's body increases the risk of injury.

b. EFB Device Failure. In the event a crewmember's EFB device fails in flight, the PC will manage other crewmembers' EFB devices and/or spare EFB devices (as applicable) to minimize aircrew workload, maximize situational awareness, CRM, and maintain safety of flight. If paper publications are not onboard, the pilots will exit IMC conditions (if applicable) and continue mission with 1 EFB until landing. Aircraft shall not take off again unless 2 operational EFBs are available or paper publications are on board. The first O5 in the chain-of-command can waive the 2 EFB requirement to allow aircrews to return to base or complete long cross-country flights when there is no "quick fix" available (e.g. JRTC/NTC deployment). Once the aircraft has recovered, 2 EFBs are required or paper publications must be on board.

Required publications:

a. Minimum publications required per the BDE SOP.

VFR Sectional (all that apply)
VFR Terminal Sectional (if applicable)
Flight Information Handbook
VFR Supplement
IFR Enroute Charts (all that apply)
IFR Approach Charts (all that apply)
IFR Area Charts (all that apply)
Local Hazard Map (if required)
Local Aviation Procedure Guide (if required)
Publications required by DA PAM 738-751

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

Appropriate approach/departure charts
Appropriate Operator's Manual and checklist

b. These items will be updated by Flight Operations

1-5. Maps: The map boards on the flight planning walls are marked “For Reference Only”. These maps are there to identify local hazards, local training areas and for general planning reference only. The AMPS computers are capable of printing all FALCONVIEW products. The flip file with diagrams of the local STA LZ's and routes are also for reference only.

CHAPTER 2 - LOCAL TRAINING AREA

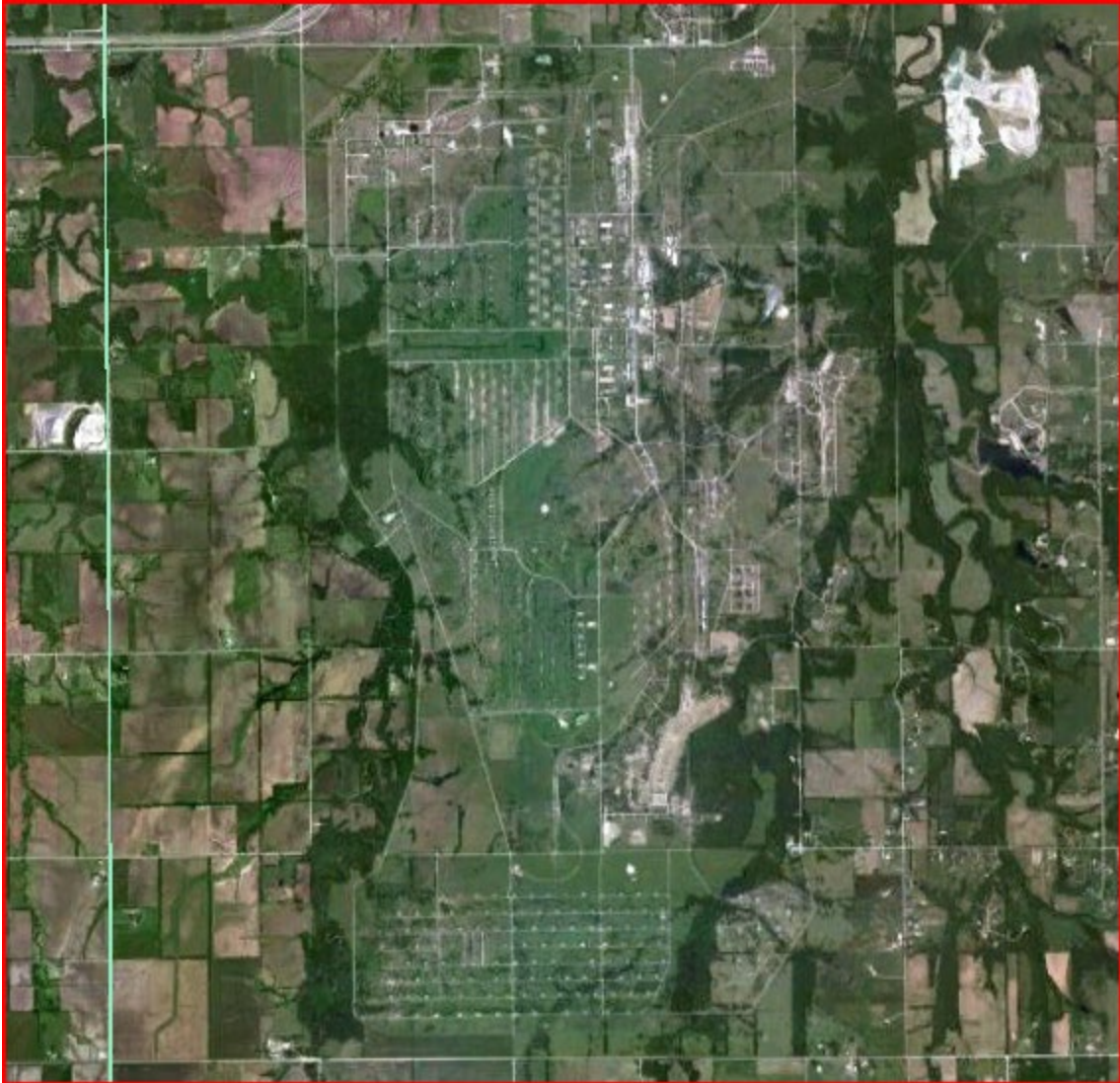
2-1. The Local Flight Training area is depicted on the Map Wall in flight planning. The area generally has a boarder that goes as far north as Omaha and Des Moines, east as Memphis, south as Tulsa, West as Amarillo, TX.

- a. Local Flying area is depicted on the Map wall in flight operations planning room
- b. The area is defined as a rectangle box that runs from Longitudinal lines W089-W102 and Latitudes N35-N42.

2-2. Spartan Training Area: The “Spartan Training Area (STA)” is continually being developed. The STA is inside the Local Flying Area (LFA) and includes the tactical areas. As changes arise in the STA the information will be added and disseminated. There are times that some of the areas are closed and will be put out as a Local NOTAM. The areas are further detailed below. **When operating below 40’ above the open water or rivers the max airspeed will be 40 knots or less.**

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

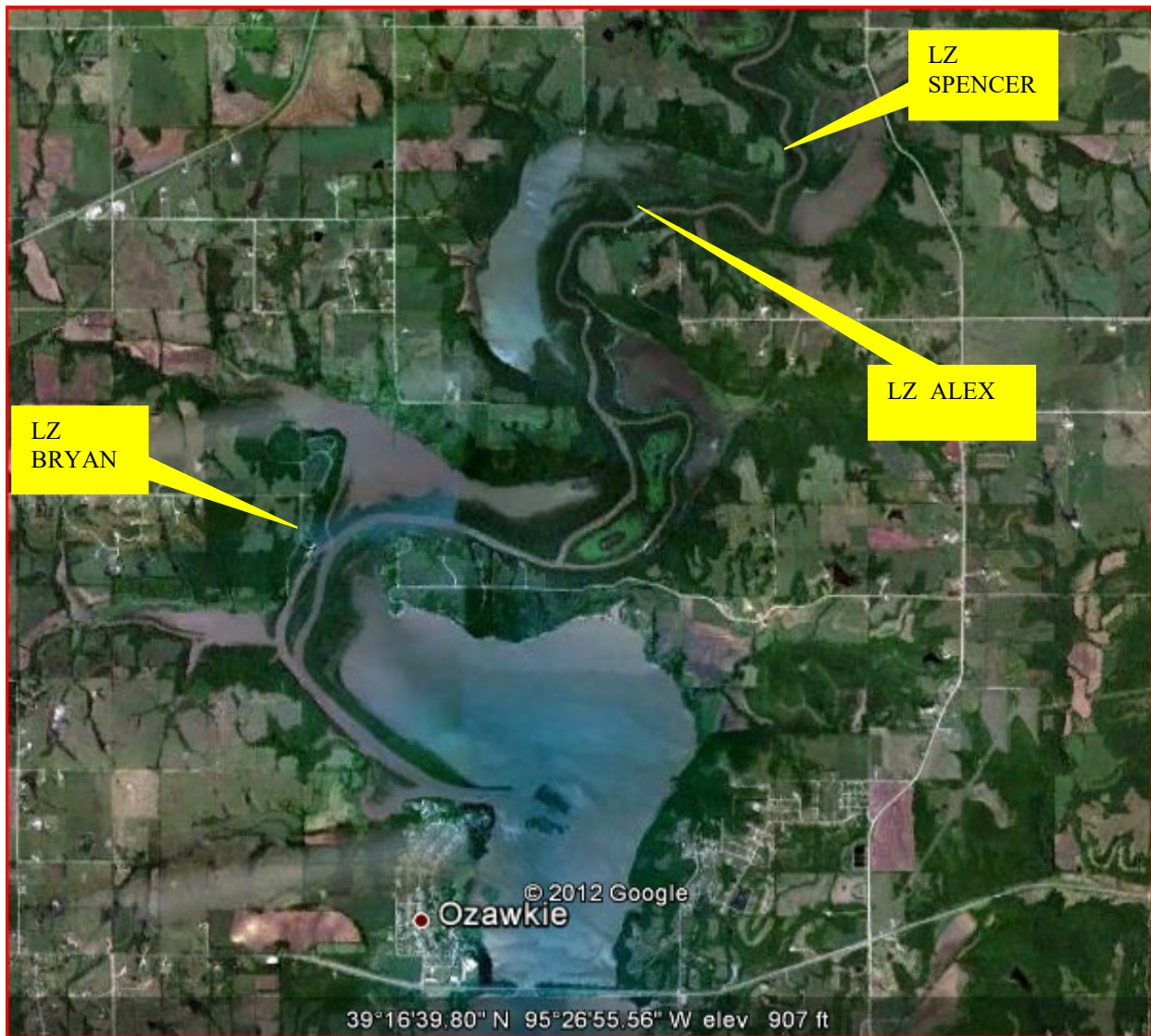
2-3. Sunflower Tactical Training Area (STTA): This area is located at the Former Sunflower Army Ammunition Plant. There are several training areas on the property. All crew members will receive the STTA local procedures during their LAO. The area includes low level routes, sling load areas, confined areas (Pork Chop, Jayhawk and simulated Urban Rooftop...) and open areas where simulated EP's can be trained. This is the only area where Combat Maneuvering Flight will take place. Minimum Crew will be IAW SOP and the Applicable ATM. **CLOSED**



NOTE: Aircrews will avoid all livestock, all personnel working, any freshly worked dirt or any freshly cut hay.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-4. TA 17 (Formerly Perry Lake Training Area): This area is located on the North end of Perry lake. There are currently several approved landing areas. This area is continually being assessed for further development. This area will be included in the Local Area Orientation. At a minimum the PIC will be familiar with the area. The crew will monitor FM 41.700 when operating in the area. This area is also used by the KSANG. Their name for the Area is “Sunrise”. So be cautious of other traffic in the area.



NOTE: Aircrews will avoid civilian personnel in the area and always be cautious of migratory waterfowl.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-5. Mule Drop Zone (MDZ): This area is located near Belton, MO. It is owned by the 88th RSC. All aviation operations are allowed within the confines of MDZ. The area may be getting upgraded in the future so care will be taken as to not interfere with any construction.



AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

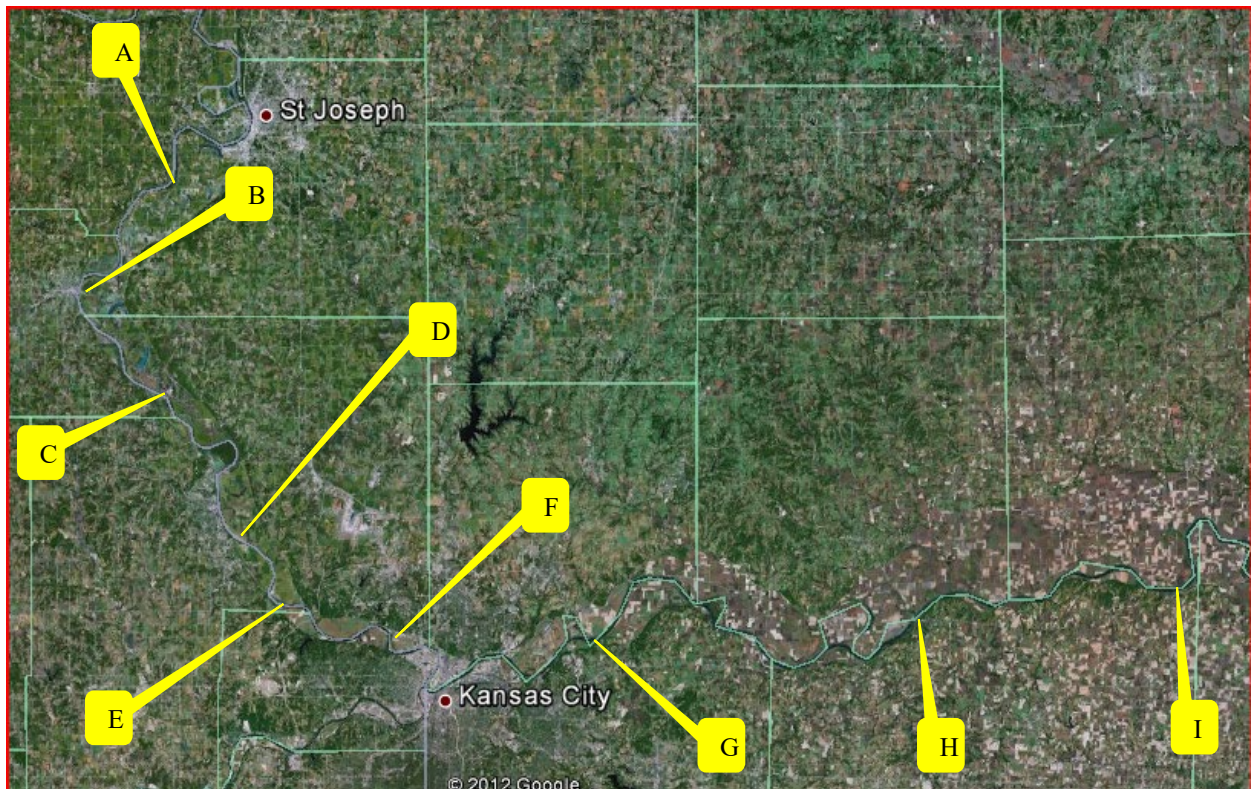
2-6. Kansas River Route: This area is located between Desoto, KS and Eudora, KS. Low Level flight is authorized on the route. When operating below 40’ above the water the max airspeed will be 40 knots or less. Landing on the sand bars is authorized. The preferred technique is to do a low approach over the intended sand bar looking for hazards. Recommend landing to the lightest colored sand as possible (it is usually the driest), and making a near zero forward movement type landing.



AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-7. Missouri River Route: This route runs from just south of Rosecrans Airfield in St. Joseph, MO to the bridge spanning the river route just south of Carrolton, MO. There are many sets of wires on this route. Most wire hazards are posted on the Kansas City VFR Sectional and TAC and many have hazard indicating balls on them. Low level flight is authorized, however prior to operating low level it is recommended that a high recon be conducted. It is required for the crews operating on the route to climb to the appropriate altitudes in and around the cities. The entire route is actually broke up into 3 sections running from points A-C, D-F and G-I. **When operating below 40' above the water the max airspeed will be 40 knots or less.** There are no dedicated entry and exit points, and can be flown in either direction. If there is known or suspected company traffic on the route it is required to call all ACP's. The Route points are listed below.

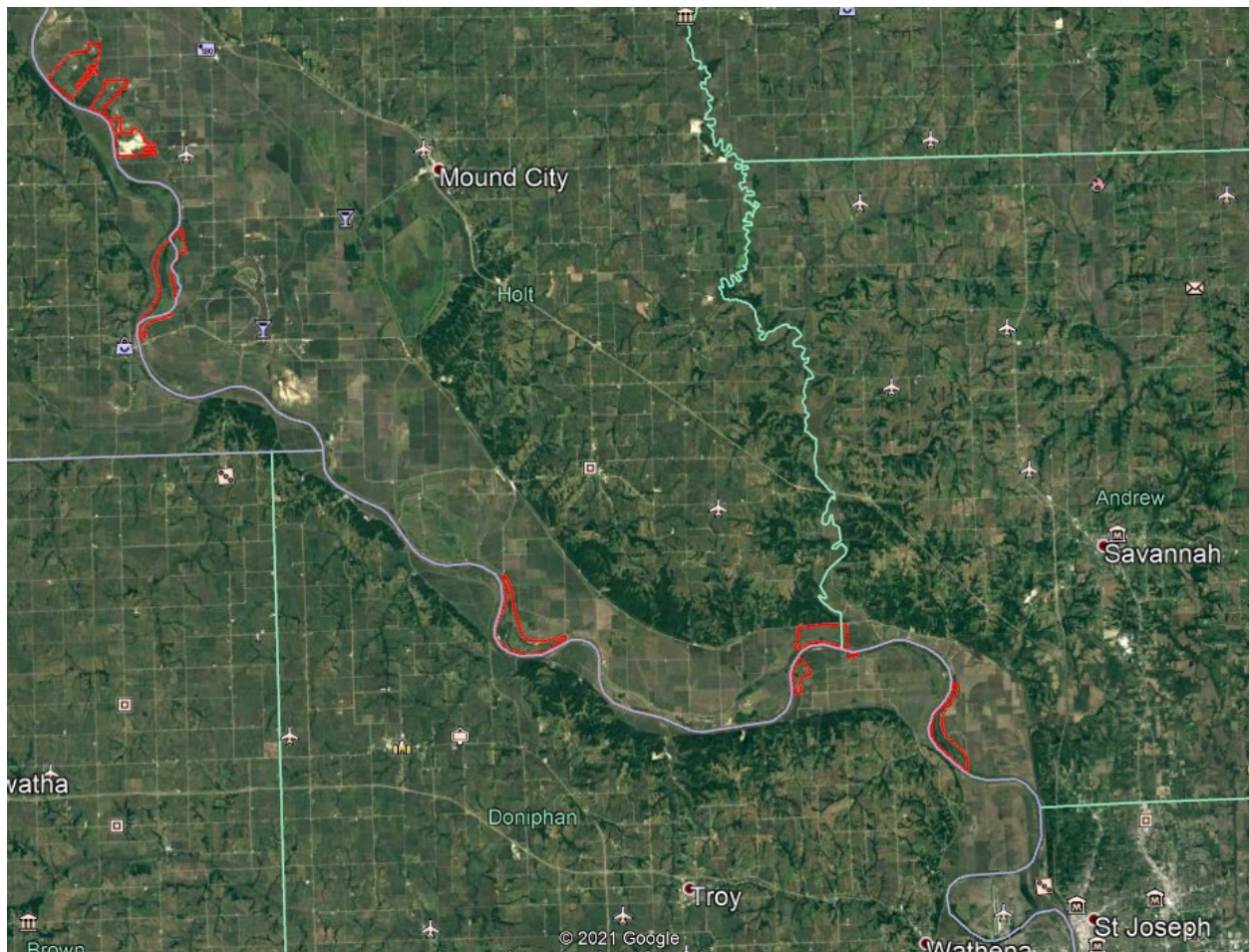
- | | |
|------------------------------------|----------------------|
| 1. Point A: N 39 40.68 W 095.00.32 | S OF ROSECRANS |
| 2. Point B: N 39 33.65 W 095 06.60 | E OF ATCHISON |
| 3. Point C: N 39 26.94 W 094 59.73 | NEAR IATAN PWR PLANT |
| 4. Point D: N 39 17.55 W 094 53.72 | S OF LWORTH |
| 5. Point E: N 39 12.11 W 094 46.61 | VIC. OF I-435 |
| 6. Point F: N 39 11.07 W 094 40.82 | NEAR PARKVILL |
| 7. Point G: N 39 10.33 W 094 22.79 | E OF HWY 291 |
| 8. Point H: N 39 10.36 W 093 54.95 | W OF LEXINGTON |
| 9. Point I: N 39 12.98 W 093 31.56 | S OF CARROLTON |



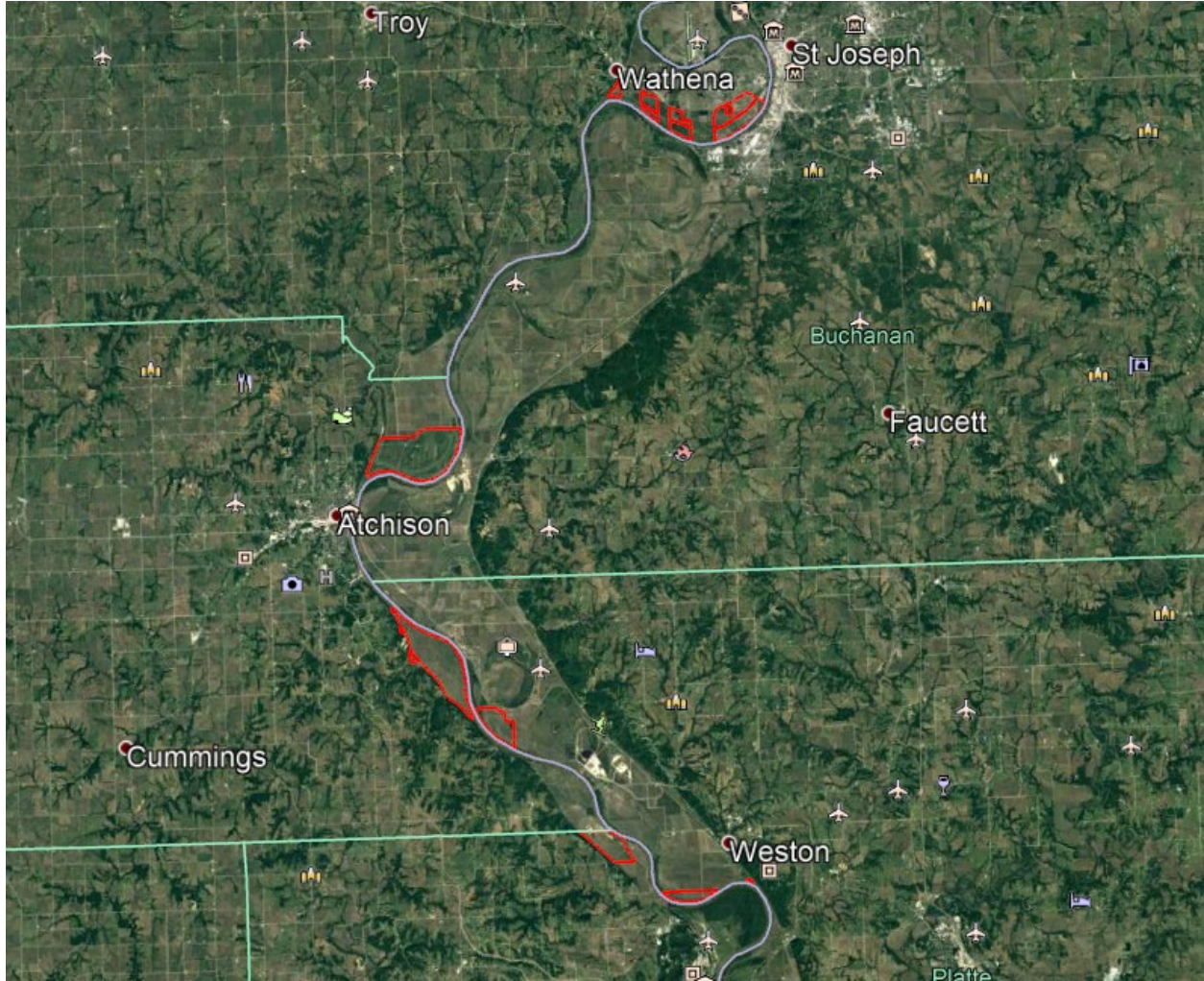
NOTE: You are required to climb to the appropriate altitude over populated Areas. Specifically near Atchison (vic Point B), Leavenworth (between Points C and D, and Kansas City Metro Area (between Points F and G (KMKC Class D Airspace)).

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-7a. Missouri River USACE Limited Use Helicopter Landing Sites: The US Army Corps of Engineers controls the flow of water of the Missouri River and subsequent land near the river. They have provide several landing areas that are authorized for Limited Helicopter training. These areas are depicted in red on the following maps. They are Identified as North of St. Joseph (up to Vic of Craig, Mo; West of Kansas City (up to St. Joseph) and East of the Kansas City (out to vic. Malta Bend, MO) . They continue on to St Louis but our area of Operations are limited to the above areas only. They must be surveyed monthly for continued used. If a specific area has not been surveyed, a high recon of the area will be done prior to landing. The areas may be leased out for agricultural purposes and those areas will be off limits until the crops have been harvested. When planning to go these areas they will identified on the current Risk Assessment/Mission Briefing sheet as MO River Training Area North, West or East and then further defined to the Briefing Officer and Flight Operations (Air Boss). The LZ's do not have specific names. **When operating below 40' above the water the max airspeed will be 40 knots or less.**



AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

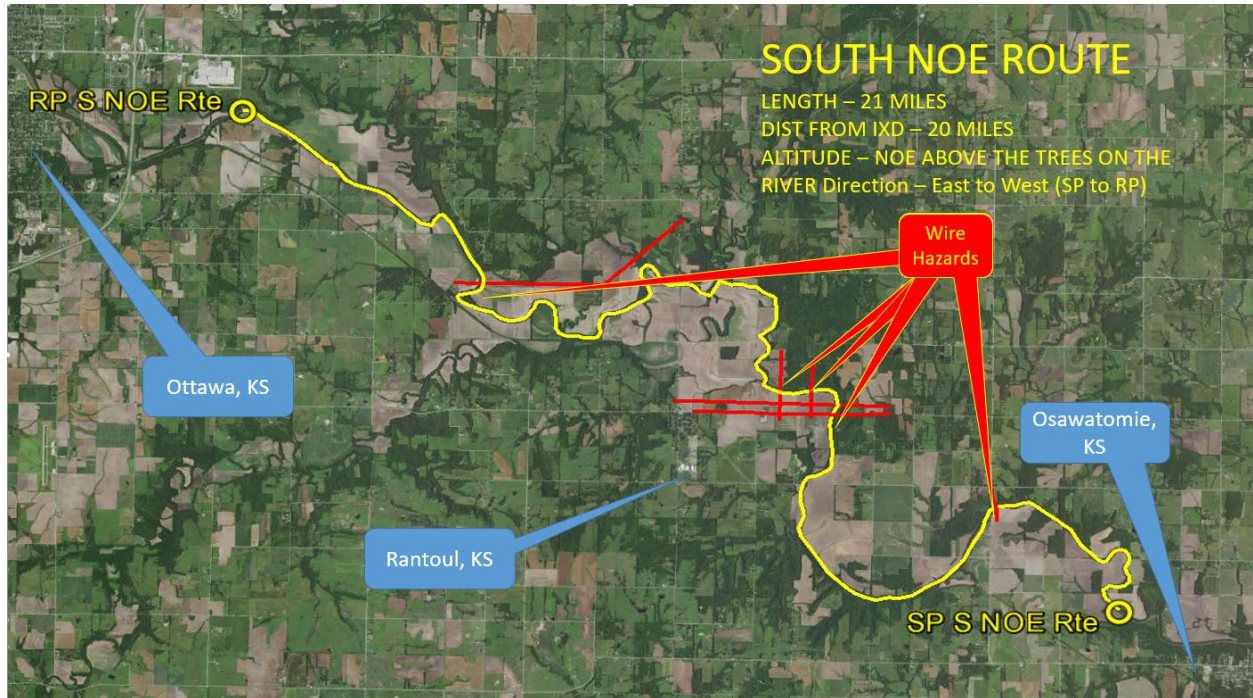


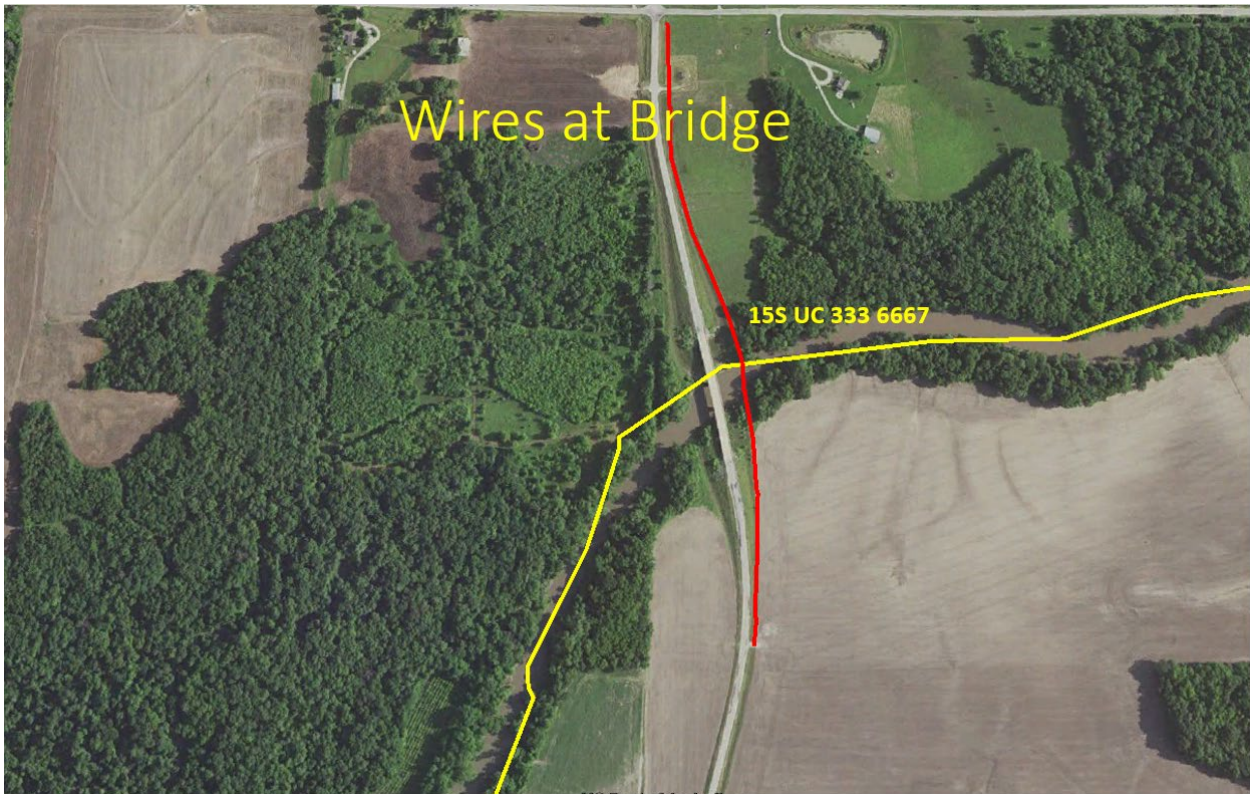
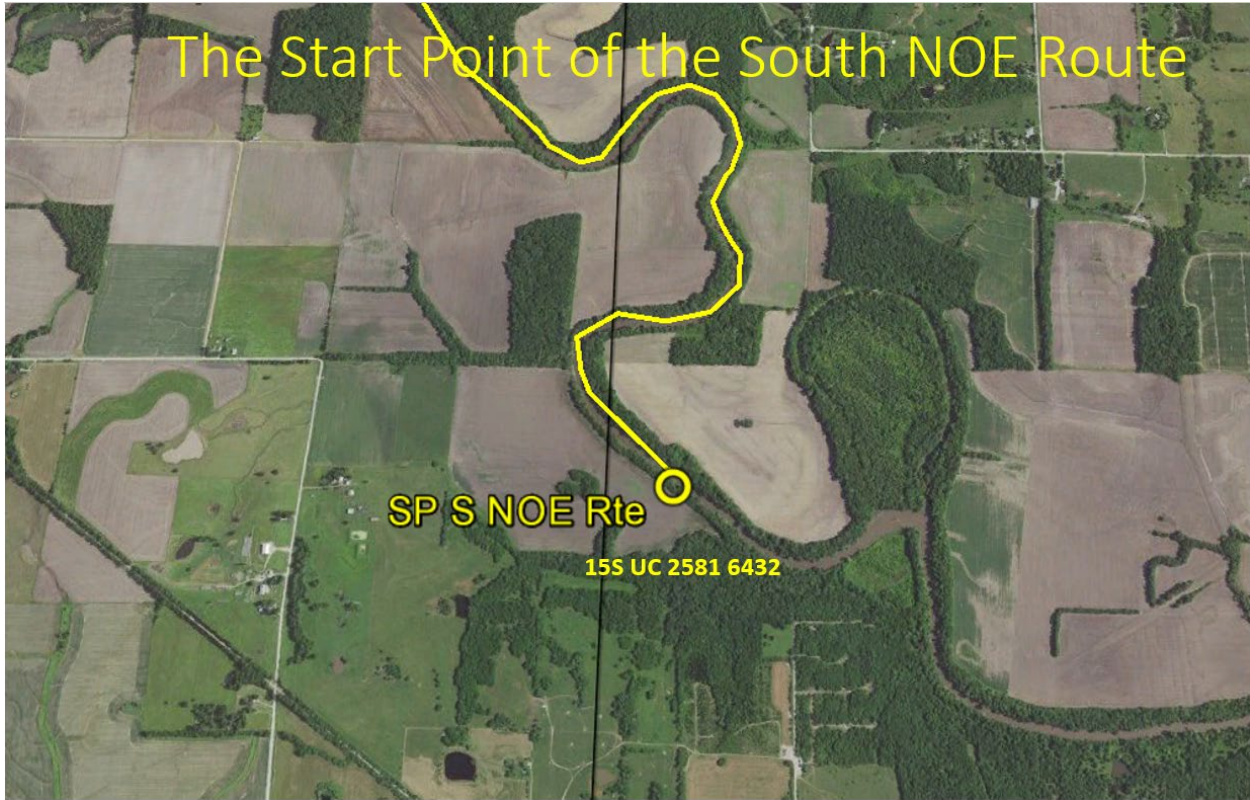
AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE



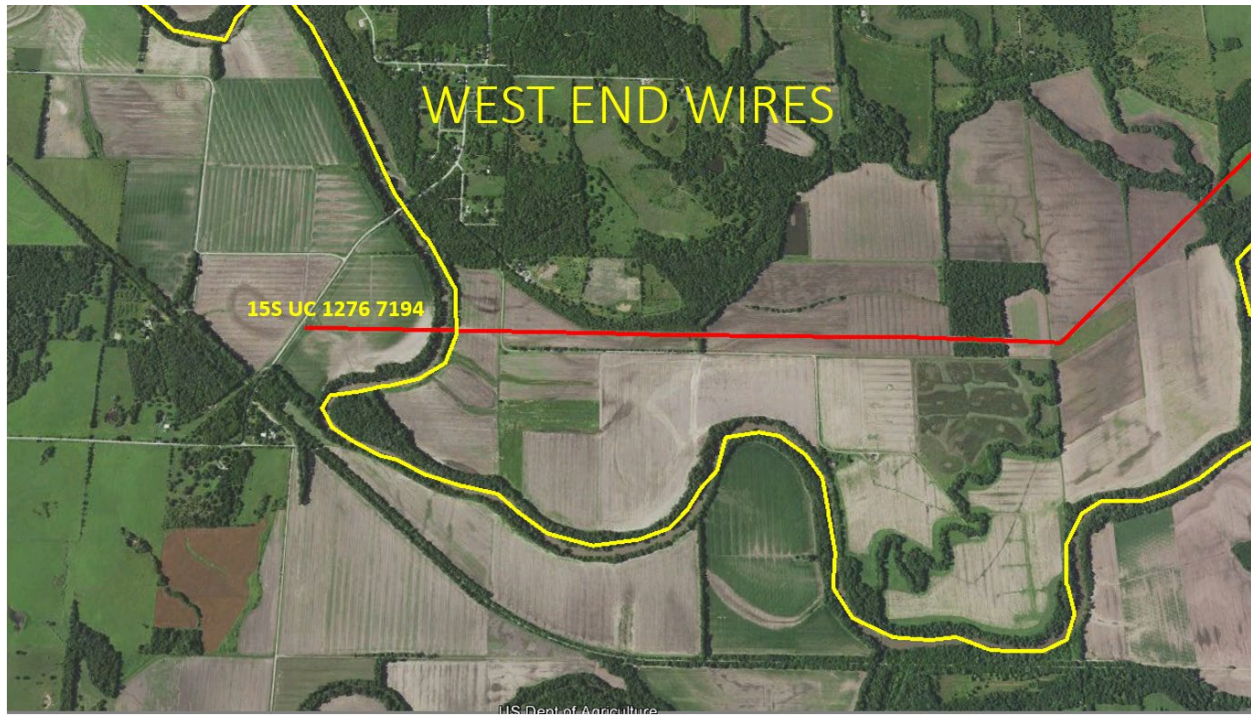
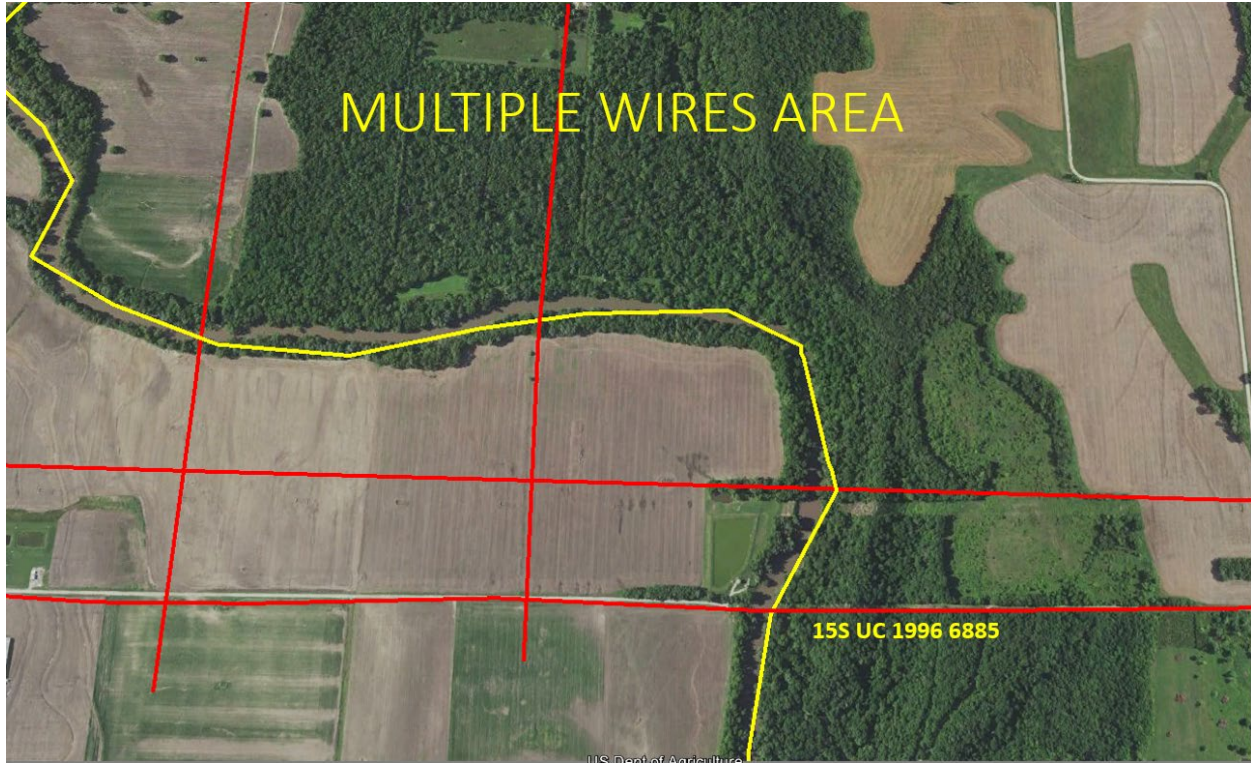
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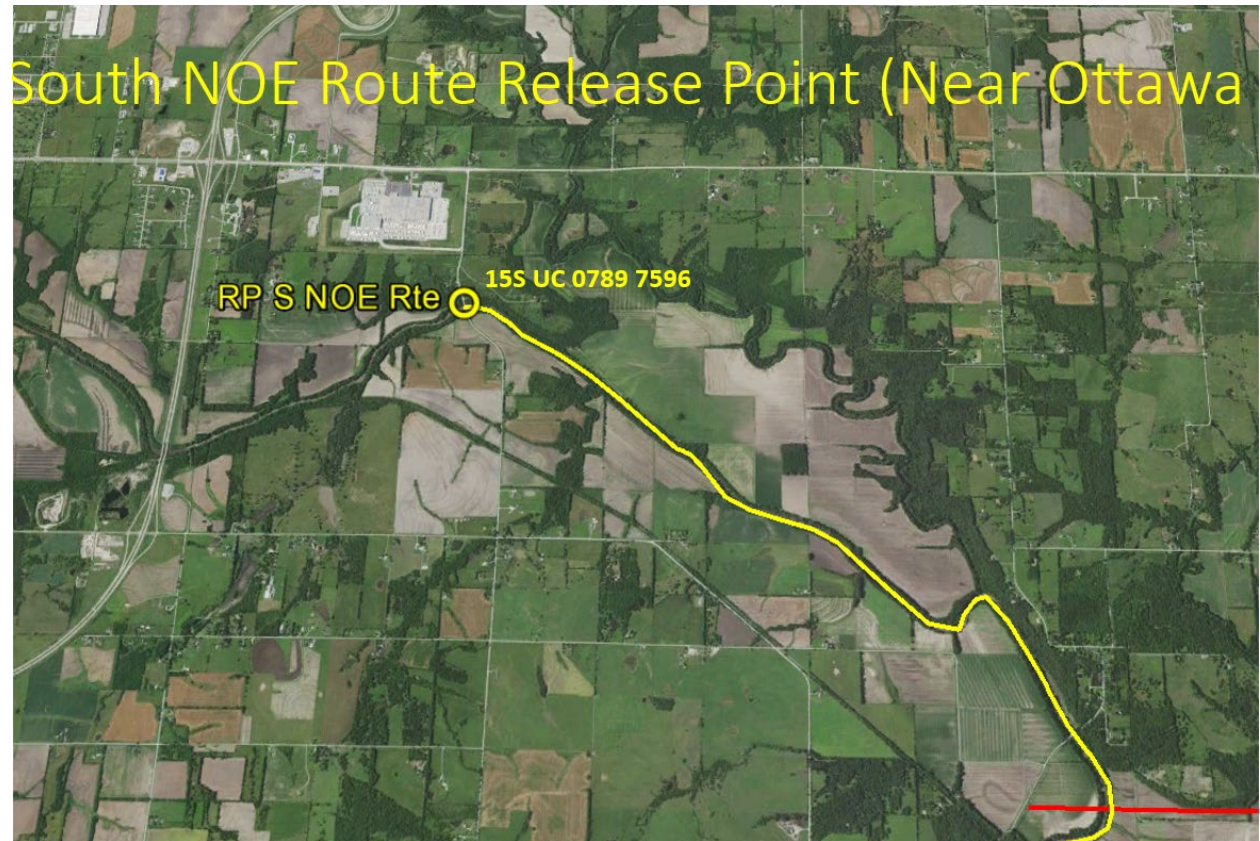
2-8. South NOE Route – This is a low level/NOE route that runs westerly along the Marais Des Cygnes River generally from Osawatomie to Ottawa, KS. There is a Start Point (SP) just east of Osawatomie, several identified hazards (Wires/Roads) along the route and a Release Point (RP) just to the South of the Walmart Distribution Warehouse east of Ottawa. Below are the products to help navigate the route. It is designed to fly NOE above the highest obstacle at a speed fast enough to stay over the water of the river. Overflight of personnel or homes/structures be allowed. If any additional hazard is witnessed a report will be processed through flight operations and Safety and the hazard will be addressed.





AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE





AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-9. LZ Gary and Mary: These two properties are located north of McClouth, KS. They are daylight LZ's only. Avoid personnel and equipment on the LZ and fresh cut hay. They are located at:

a. LZ Gary: N 39 16.34 w 095 12.27



b. LZ Mary: N 39 16.06 W 09414.00



2-10. Lake of the Ozark Recreation Area (LORA): This property is owned by the government as a recreation area for Fort Leonardwood. This is the area that is normally used for SAPPER helocast OPS. The landing area is authorized for anytime use however care must be taken to ensure there are no personnel or equipment in the landing area. **When operating below 40' above the water the max airspeed will be 40 knots or less.**



NOTE: This area is being considered for water landing operations.

2-11. Blank (Previously BOP Farm)

2-12. Bonner Quarry: The Bonner Spring Quarry is located on the East side of 7 Highway in Bonner Springs, KS. The location is ideal for pinnacle operations. The approach/departures will be as depicted on the image below. Special care will be taken to avoid over flight of the town of Bonner Springs and any workers working in the quarry. Commo with ASF Operations will be via FM 34.125 or UHF 276.975. No radio calls are required as long as the mission was briefed. If the area is going to be used as an add-on mission during any flight then a radio call with flight ops is required with the intent to use the area and upon departure from the area. **Flights between 0600 and 1800 require coordination with the Quarry Staff to ensure they are not blasting rock at the time of the training. They can be reached at 913-208-9464.**

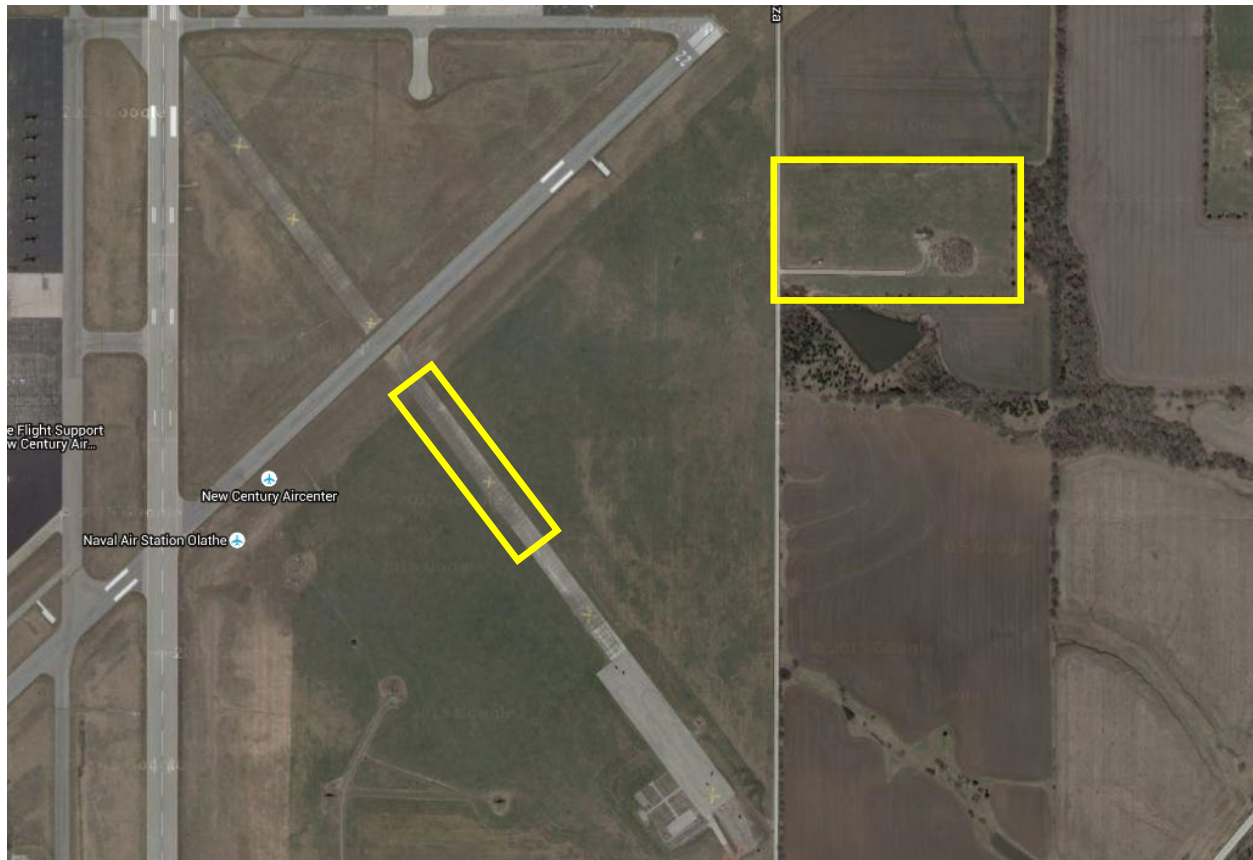


AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-13. Sling load Training: Currently we have multiple sling load training locations. These areas are:

New Century Airfield, Jayhawk and Quarry Training Areas and Ft. Leavenworth. All blocks remain un-rigged when not being used. If a sling load is moved from its original location the new location will be forwarded to Operations so it can be tracked in OPS. Safety will be paramount in conducting cross country sling load training with specific emphasis on NOT overflying populated areas. Sling load ops will be done IAW the applicable ATM and the applicable units SOP. Sling loads may be moved south of RWY 4/22 on the abandoned runway if environmental concerns interfere with SL ops in the East Keyhole. Caution needs to be taken to ensure that the JOCO sheriff's department is not using the abandoned runway for drivers training.

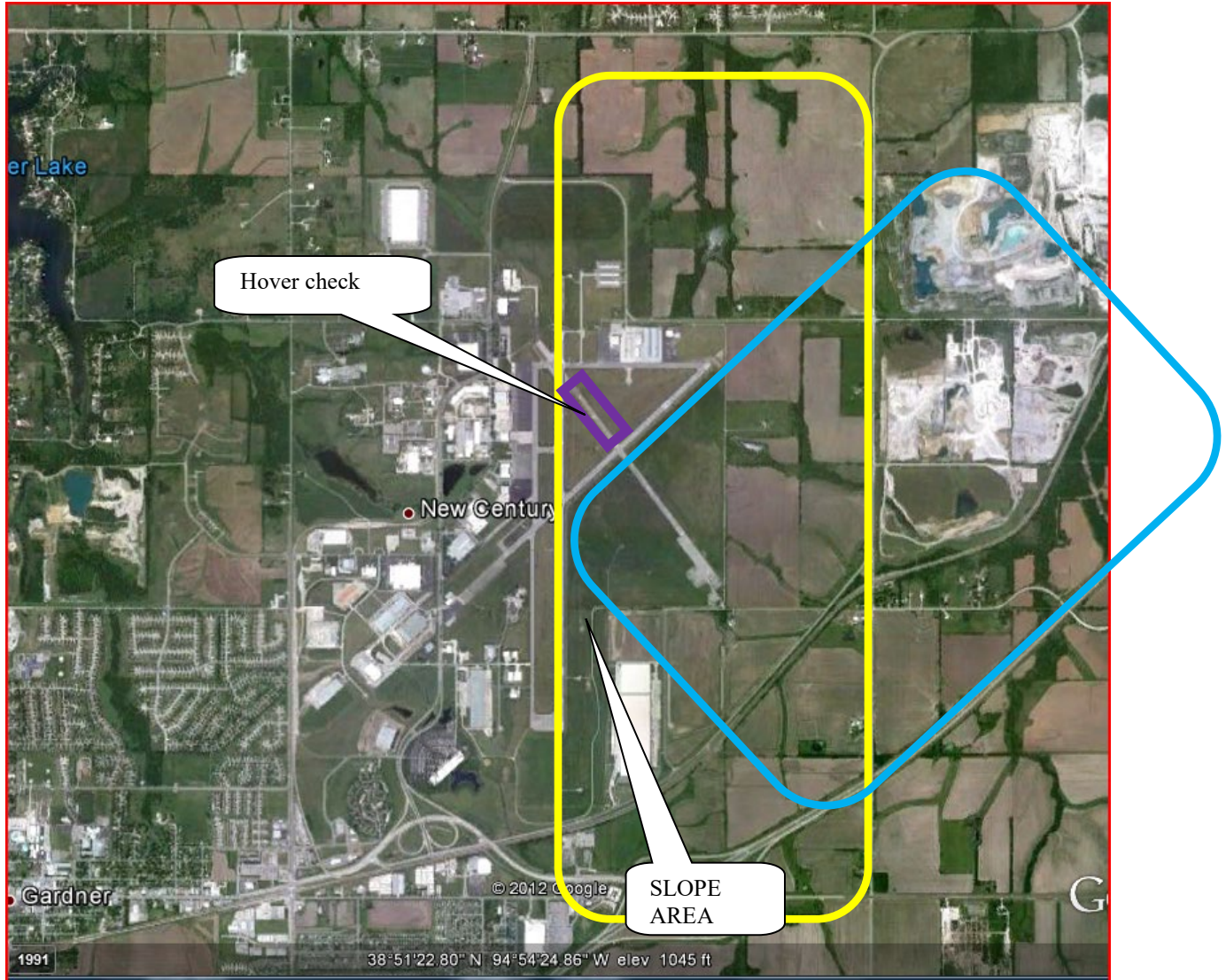
SLING LOAD AREA AT NEW CENTURY



Block Weights:

- a. Block 1: 6000 lbs usual location is IXD
- b. Block 2: 6000 lbs usual location is at FLV
- c. Block 3: 8500 lbs usual location is at Bonner Quarry
- d. Block 4: 12000 lbs usual location is at FLV

2-14. Operations at New Century: The airfield here at New Century has limited tactical training value. Besides local airport operations there is a slope area and a sling load area (see item 9 previously mentioned). Below is a depiction of normal traffic pattern at New Century and the slope/sling area.

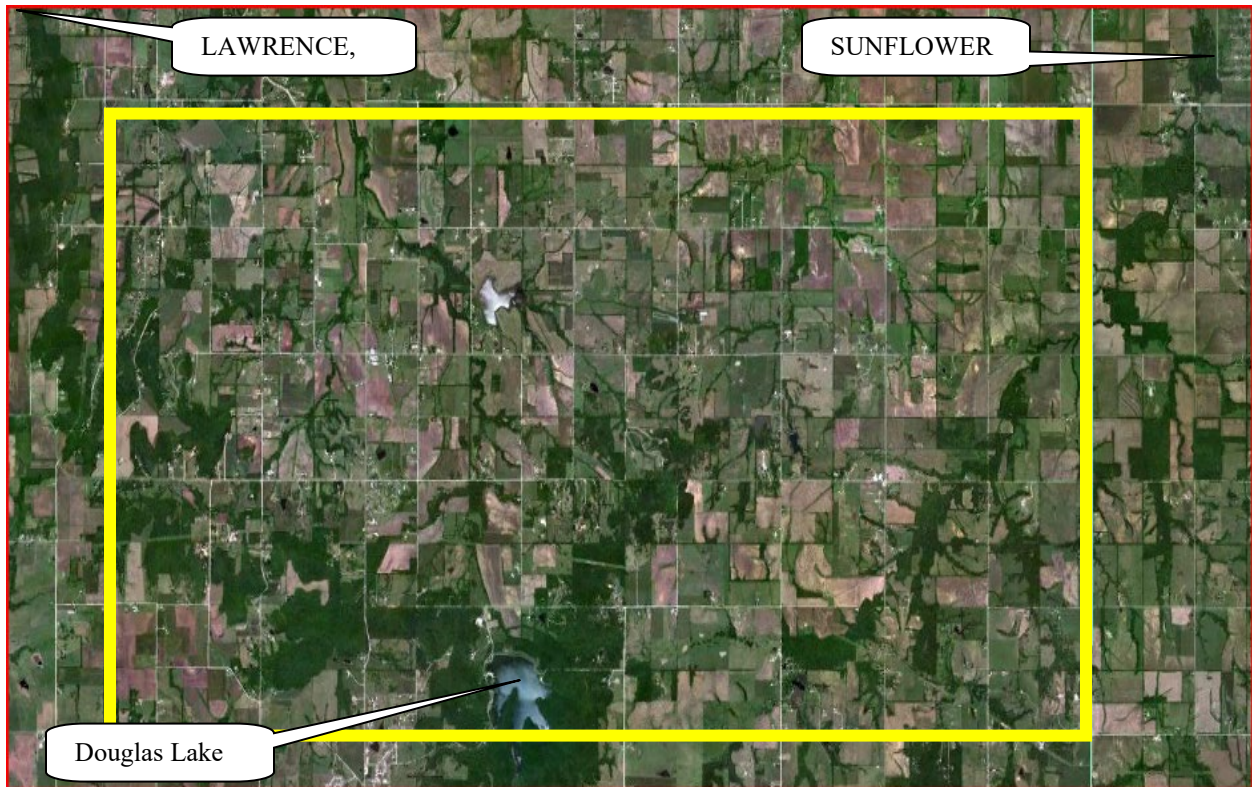


PRIMARY TRAFFIC PATTERNS.

NOTE THE PATTERN FOR RWY 4/22 IS TURNED PRIOR TO RWY 18/36 FOR LANDING TRAFFIC. IF THERE IS NO LANDING TRAFFIC THEN THE UPWIND CAN BE EXTENDED AS NEEDED TO FACILITATE A NORMAL TRAFFIC PATTERN. TRAFFIC PATTERN ALTITUDE ON DOWNWIND IS 1900' DAY AND 1600' NVG. AIRSPEED IS 100 KNOTS INDICATED. TOWER CAN ALWAYS GIVE ALTERNATE PATTERNS BASED ON TRAFFIC CONGESTION.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-15. MAINTENANCE TEST FLIGHT AREA: The MTF area is west of new century. The crew will monitor New Century Tower frequency as well as ASF Olathe Flight Operations. See below:



AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-16. Purple Route: This route is a locally created low level route that runs generically from TA 17 to Ft. Riley then back to New Century. This route is one way traffic only (Counter Clockwise). This is a DVFR route until further notice. The information regarding the route is outlined in the Flip File in the planning room and will be flown IAW 7th BN, 11th ECAB SOP. The route will be validated by and IP/SP/ASO every 30 days. If the 30 day validation has lapsed then the route will be restricted to 500' AGL and above. The points are below:

1. IXD
2. N 38 57.75 W 094 53.75 Sand Bar on Kansas River Route
3. N 39 13.79 W 095 27.24 Bridge over Perry Lake, south side of TA17
4. N 39 23.38 W 095 23.47 Abandoned RR Tracks paralleling Road
5. N 39 29.73 W 095 32.03 North/South Small River Leading to Perry Lake
6. N 39 34.57 W 095 43.93 Bridge over N/S hard surface road
7. N 39 38.41 W 095 51.53 **Wire**, Road intersection West of Wetmore
8. N 39 43.11 W 095.58.70 **Wires running N/South North of Goff**
9. N 39 42.06 W 096 09.04 Large Pond
10. N 39 39.22 W 096 28.87 River, Wetlands S of Frankfort
11. N 39 26.19 W 096 43.11 Bridge over Tuttle Creek Lake
12. N 39 18.41 W 096 39.02 Peninsula on Tuttle Creek Lake
13. N 39 12.29 W 096 40.80 Edge of Ft. Riley vic of ACP 5 on Blue Route
14. N 39 01.43 W 096 37.39 **Wire intersection S of Manhattan/Ft. Riley**
15. N 38 56.50 W 096 19.23 ACP near old Bombing Range
16. N 38 44.89 W 096 11.81 **Wires**
17. N 38 39.78 W 096 06.48 **Wires**
18. N 38 33.74 W 095 57.70 **Wires/River Intersection (Wetlands)**
19. N 38 30.93 W 095 55.05 **Wires/Lake Intersections (Lake Melvern)**
20. N 39 29.59 W 095 51.83 Bridge over Lake Melvern
21. IXD

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-17. Green Route: This route is a locally created low level route that runs generically from New Century to Mule DZ and then south with New Century as the ending point. This route is one way traffic only (Clockwise). This is a DVFR route. The information regarding the route is outlined in the Flip File in the planning room. The route will be validated by and IP/SP/ASO every 30 days. If the 30 day validation has lapsed then the route will be restricted to 500' AGL and above. This route is intended to be a 1:50,000 scale map navigation route without the use of GPS or NAVAIDS. Points are listed below:

1. IXD
2. N 38 48.68 W 094 49.00 Bonita Flats
3. N 38 47.16 W 094 39.36 **Wire Intersection**, Sub Station
4. N 38 47.16 W 094 35.21 Rail Road Tacks
5. N 38 45.94 W 094 33.63 Mule Drop Zone
6. N 38 44.28 W 094 33.89 Wires South of Mule DZ
7. N 38 40.73 W 094 34.41 Hard Ball Road
8. N 38 30.27 W 094 38.39 Road
9. N 38 30.28 W 094 50.02 River Bend
10. N 38 31.24 W 094 56.18 Road Intersection
11. N 38 32.27 W 095 06.48 Rantoul Airstrip (private use only)
12. N 38 34.52 W 095 08.91 River Route SP (**wires** along the river just past SP)
13. N 38 36.63 W 095 12.51 River Route RP (end of River Route)
14. N 38 44.32 W 095 14.57 Road Intersection
15. N 38 49.11 W 095 13.80 **Wires**
16. N 38 52.48 W 095 01.11 South side of Sunflower

2-18. VR 1525; SR 616,617,618,619: These routes are outlined in the API/B and are also included in the Flip File in flight planning.

2-19. Ft. Riley OPS, Ft. Leonardwood OPS, Ft. Leavenworth OPS, Ft. Carson OPS: Prior to operating on the range at the respective military reservation a local area orientation is required. This can be done in house or with a representative from the post. A PPR may need to be obtained prior to operating in their training area. The PIC/AMC is responsible to ensure this has been coordinated.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-20. Water Bucket Training Area: The water bucket qualification and sustainment training area is located at Clinton Reservoir south west of Lawrence, Kansas. The specific areas are depicted below. The bucket prep and recovery area is done on the Coyotes Head Landing Zone. Water bucket filling and dumping locations is done at Bambi DZ (drop area). All operations will be planned in advance through flight operations so proper coordination can be done with the U.S. Army Corps of Engineers on the Lake. Their POC number is National Resource Manager at 816-389-3583, 785-331-6022. If these numbers are no longer in effect let operations know so we can get the new numbers. **When operating below 40' above the water the max airspeed will be 40 knots or less**



AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

2-21. Confined area designation: IAW BN policy confined area is defined as a cleared area that is identified as one of the below categories. If during planning the size of the LZ is within the constraints below or unknown then there is a requirement to have 2 NRCM.

| <i>Landing Point</i> | <i>Minimum Diameter Of Landing Point</i> | <i>Type Of Helicopter/Operation</i> |
|----------------------|--|--|
| Size 1 | 80 ft (25 m) | Light observation helicopters such as the OH-6 and OH-58D. |
| Size 2 | 125 ft (35 m) | Light utility and attack helicopters such as the UH-1H, H-65, and AH-1W. |
| Size 3 | 160 ft (50 m) | Medium utility and attack helicopters such as the UH-60, H-2, and AH-64. |
| Size 4 | 265 ft (80 m) | Cargo helicopters such as the CH-47, H-3 and CH-53, or with prior coordination |
| Size 5 | 328 ft (100 m) | Slingload helicopters and aircraft of an unknown origin. |
| Size 6 | 410 ft (125 m) | Slingload long-line operations. |

The LZ's within the STTA that are identified as confined area are listed but not limited to the following:

- a. Mule DZ
- b. LZ ALEX, SPENCER (TA 17/PERRY LAKE)
- c. ROCK QUARRY
- d. JAYHAWK (CONFINED AREA ONLY)
- e. LZ LORA
- f. Sand bars on the Kansas River

CHAPTER 3 - GENERAL INFORMATION

3-1. BFT: The use of BFT is strongly recommended. It will be used for all flights that outside of 50NM of home station. Verification that the BFT is operational is recommended prior to departure.

3-2. Flight Following: Flight following is done via *FM 34.125 or UHF 276.975* when within radio range. Flight crew will call OPS when they are departing and arriving (ALPHA/ZULU calls), this assists flight operations with flight following and is an important part of the pre-accident plan. When operating out of radio range BFT will be used. When BFT is non-operational the crews will call back to flight operations when able. Alternate flight following freq is **VHF 138.55**.

3-3. Simulator Use: There is a simulator requirement for the CH47F IAW the TC 3-04.34 (ATM). The aviator is responsible for ensuring they have met their annual requirements (18 hours in the simulator per year). The closest F Model Simulator is at Ft. Riley, Kansas. Travel to and from Ft. Riley will be IAW local tenant unit policy. When training in the simulator a current and qualified Console Operator will accompany the crew if possible. If one is not available coordination will be made with the Simulator operators at Ft. Riley at 785-239-3997

3-4. STX: There are numerous STX's available. These STX's are designed to train the unit in full spectrum aviation operations. These STX's are continually being revised and adjusted to meet the needs of the unit and to incorporate new training events/sites. See flight standards for assistance.

3-5. Pre Accident Plan: All crew members will review the pre-accident plan during the initial LAO and annually thereafter. It is kept in Flight OPS and hangs on the door leading to the planning room next to the radios.

3-6. AFTP's: AFTP's are the commanders tools to assist in training his unit. They are to be used for training. Each crewmember is authorized a certain number of AFTP's each year. Each AFTP will be a minimum of 4 hours of duty day. There are two types: flying and support. The crew member must maintain an average of 1.5 hours of flight time for all "flying" AFTP's. Support AFTP's do not count into this average and can be used for such things as flight planning, flight physicals, pre-flight, aviator academics etc... For further discussion on this contact you supervisor. The crew member will report to flight operations and sign-in and sign-out using the AFTP Certificate. For the AFTP to count as a Flight AFTP then there has to be flight time logged in that period (as little as 0.1 hours can be logged in the period for it to be considered as a Flight AFTP) for simulator use AFTP's (time in the simulator) a minimum of 2 hours has to be logged in each AFTP period. These forms are located in flight ops. For question on this process contact your supervisor and/or flight operations staff.

3-7. RST's: Rescheduled Training (RST) is at the discretion of the tenant unit chain of command.

3-8. Weather Briefs: Weather briefings are required for all flights. This can be obtained by contacting the 26th Operational Weather Squadron at Barksdale AFB via their website or by phone. This information is maintained in the flight planning room. As a last resort the local Flight Service Station can be used for all weather briefs. This information is also in the flight planning room.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

3-9. ACN: All crewmembers are required to obtain an logon ID and Password. All crew members are required to be able to pre-flight the log book, enter flight data and sign off items commensurate with their duty position.

3-10. Keys: Any crew member will be able to sign for the keys. The door key, ignition key and fuel card all kept in flight operations in KEYTRAK. The PIC is responsible for ensuring the keys are signed for accordingly (KEYTRAK and Manual DA Form 5513 in the black book).

3-11. Flight Schedule/Bid Sheets: The flight schedule is maintained by the OPS IP with the assistance of the FTUS or as the tenant unit commander dictates. Prior to each Battle Assembly an AFTP Mission Scheduling Worksheet (AFTP Bid sheet) is produced and made available to the unit members. They get turned in to flight OPS (AFTP Bid Sheet inbox on the counter) or emailed to the OPS officer/FTUS. This form is used to develop the flight schedule and to staff upcoming missions. This is the method the crew members use to inform the command and the facility of the needs of the individual aviator and the unit. No later than the end of Battle Assembly the next month's flight schedule will be published and disseminated. This flight schedule is constantly changing. It is the responsibility of the OPS officer and FTUS (PL and PSG) to ensure that changes get disseminated to all parties involved in the change to include staff, crew, maintenance and customer.

3-12. NVG OPS: The NVG program at Olathe is designed to facilitate the tenant unit commander's intent. During the summer months we sometimes utilize the morning hours due to a late setting sun. During the winter months we utilize early evening hours. This can be adjusted as need at the discretion of the command. It is highly encouraged to include NVG flight into all missions when able.

3-13. Mission Approval: This team supports many units all over the country and is always looking for new training endeavors. All missions have to be approved at the appropriate level. Currently there are no external missions that can be approved at this level. The following are examples of what level of approval and what process is used for approval:

1. Local ATM flight: These do not depart the Local Area and have no external cost associated. This type mission is approved at the local level by the Command via the flight schedule.
2. Missions outside of the local flying area: These require Battalion approval and are approved utilizing the ARAC Air Mission Request **or locally generated version**. These AMR's get sent to the BN S3. A separate CONOP will get produced and sent to the BN CDR and/or the S3 for concurrence approval by the BC. All of these products are put on the ASF Server and BN Sharepoint.
3. Special Missions: These are such things as Static Display, Flyovers etc... These require Pentagon Level PAO approval to utilize military assets which is requested with the DD Form 2535. These forms are typically filled out by the supported organization but sometimes it is easier for this organization to prepare it for them and forward accordingly. This form will be completed IAW the procedures on the back page. Then the ARAC Special Use AMR will be forwarded through the BN/BDE to the ARAC for approval at that level.

3-14. ALSE: The ASF has a full time ASLE technician on staff to assist the unit in maintaining proper ALSE equipment. For ALSE issue you must see your supply personnel. They will order all ALSE for you, keep in mind this takes some time so plan ahead if you can.

AVIATION PROCEDURES GUIDE (APG) – TEAM OLATHE

3-15. Facility Access: All crew members will be granted access to the facility. See your supervisor for this access. Access can be revoked at the discretion of the ASF supervisor.

3-16. Commo plan and Frequencies: Current frequencies used in Olathe are *FM 34.125, VHF 138.55, UHF 318.425*. These are monitored during duty hours and anytime there are flight crews on a mission. When departing and returning to parking and “Alpha (departure) and a Zulu (termination)” call will be made. To the best extent possible positive comms with OPS will be established prior to departure and maintained while operating in the STTA. Special emphasis should be when operating at or planning to operate at low level. Example calls:

Operations: Spartan 21 is arrival Jayhawk - will call next 15 or departure.

or

Operations: Spartan 21 is arrival river route - will call next 15 or departure.

or

Operations: Spartan 21 is heading towards TA17 - will call departure or when in radio range.

The intent is to give operations the whereabouts of the aircraft in the event of issue. This will assist in rendering assistance, execution of the pre-accident plan and SAR operations.

Other frequencies are used as mission frequencies and for air-to-air communications. They are:

FM: 30.125 [also known as the Alternate Frequency (ALT)]
36.125 [also known as the Tertiary Frequency (TERT)]

VHF: 141.7 ALT
149.125 TERT

UHF: 251.35 ALT
276.975 TERT

NOTE 1: When feasible upon returning to the local area (within radio range) a call to flight ops will be made with an ETA. This is to alert maintenance, re-fuel etc...

NOTE 2: When departing the area and shutting down for refuel / RON etc... a call back to Flight OPS or the AFTP supervisor will be made. This is for situational awareness and proper flight following.

3-17. Mission Book: All mission support information is kept in the mission book in flight operations. The book has the current month and the next 2 months available at a glance. All information that is gathered for missions is placed under the respective date of the mission. For assistance with this book contact flight operations.

3-18. IIMC Recovery: For IIMC the recovery airfield of choice is **IXD**. However the intent of this APG is not to dictate where you will go. Upon arrival a phone call will be made to flight operations at 913-782-1077,x5221 for situational awareness.