

012 LOG KEEPING

Aim: To learn how to perform the task of keeping the log sheets.

Duty Pilot:

Log keeping is part of launch point operation. Every member will find himself doing his share of this task from time to time.

Log keeping:

The accurate recording of flying done is important and indeed, a legal requirement. Time sheets include accurate detail of the following for each flight conducted under the auspices of the Club:

Aircraft registration
Name of Pilot-in-Command
Name of Student Pilot as applicable
Time of take-off
Landing time
Duration of flight from take-off to landing

Pilots use the log sheets to check their flight details so they can record the detail in their own logbooks. The detail is also included in each gliders log book. Maintenance and ongoing serviceability of all aircraft is determined by the amount of flying they do. This includes both the hours they fly and the number of launches they have done.

At the end of the day we must be able to account for all aircraft. Any missing aircraft may need to be reported to a search and rescue service. If you become aware that a glider has landed out, this should be recorded on the logsheet.

In addition to the legal requirement, the cost of operating the club aircraft is recovered by charging an hourly rate. This is usually charged at a per minute rate so the accurate recording of times is essential to ensure pilots are not over / under charged and clubs do not lose money through the lack of accurate log keeping. The club has a specially printed log sheet that is used for recording the flying done at the club site.

This sheet is passed back to the office and the data entered in the computer system. A duplicate is kept for a few weeks in the member's area.

The important things to remember are:

Make sure someone is doing the job as missed flights lose money
Record details completely and accurately... all will be grateful of this
Write neatly... it makes the treasurer's job a lot easier

Make sure your details are recorded on the log sheet shortly before the intended take off. The log keeper may not know your name.

On a day-to-day basis, anyone can help with doing the log; the idea is to take it in turns.

Your instructor will take you through the task of log keeping at your club.

Need To Know:

- Where the timesheets are kept.
- How to keep the timesheets neatly and accurately.

Date	- P1 -		- P2 -		Logsheets no.	Water Y/N	Winch or Aero	T/L Voucher no.	Aerotow Release Height	Take off	Land	Duration	Tick if non training failed launch with straight ahead
Account no.	Initial	Surname	Initial	Surname	Glider Type	Reg no.							
H48	D	PUTTOCK	A	HOLMES	GROS 103 - P70		W			10:22	10:41	:	
L35	S	LEES	-	-	GROS 102 - EKF		A			12:00	12:30	:	
14824	P	GREER	G	NEEDHAM	K13 - EUC		A	14824		12:40	13:05	:	
X978	C	FIELD	-	-	SKYLARK 3 - AXL		W			15:33	16:00	:	