

24 September 2020

All,

We want to thank you for flying this month. We are doing pretty good for the first month flying during this strange time. We want to remind you of a few things we have noticed since we started flying and let you know of a few things that have changed due to some new personnel working in the area.

This first one is new, but we need to comply with it so we don't get into trouble. A new member of Safety was at the Flight Center hangar today and noticed some CAP members out on the flightline getting ready to go fly. The CAP members had ball caps on and the member of Safety told them they were not allowed to wear ball caps on the flightline as they present a FOD hazard. The military practices this all the time, so we will begin to comply with it as well. As of today, Flight Center members will not wear a hat while on the flightline. You can wear them inside the airplane, but outside the airplane the hat must be off. Thank you for understanding. We don't want to get in trouble with Safety as they have the power to shut us down.

Second, when you fly after normal Flight Center hours (weekends and evenings) please ensure airplanes are brought into the hangar, hangar doors are closed, Flight Center lights are off and doors are closed. We had a senior wing official come over to the Flight Center on a weekend and the lights were on in the Flight Center with no one inside.

Third, when you use the alcohol wipes to wipe down the computer, please make sure the lid is closed. A lid was left open by a weekend flyer and the entire package was dried out on Monday. Please help us out in keeping us all safe.

I am enclosing the following as a reminder of what we expect of you as you fly the airplanes.

The Flight Center has put into place some preventive measures to help minimize the spread of the COVID-19 virus. These procedures for our members to follow will include:

1. First and foremost – anyone exhibiting **ANY** COVID-19 symptoms will not enter the Flight Center.
2. Any member that has recently been in contact with anyone exhibiting COVID-19 symptoms will not be allowed into the Flight Center for 7 days.
3. Any member that has recently traveled by air will not be allowed into the Flight Center for 14 days since returning from travel.
4. Washing / sanitizing hands before entering the Flight Center.
5. Sanitizing the phone / computer keyboard / anything the member uses while in the Flight Center – aircraft keys, clipboard, pens, etc.
6. Members will sanitize the airplane, before and after flights, with cleaning solution provided in the airplanes so no damage occurs to sensitive equipment – avionics, glass instrument covers.
7. Limit number of people in the airplane to two (2).
8. Patrons and instructors must adhere to wearing mask / face covering both in the crew compartment and in the Flight Center.
9. Aero Club staff will be conducting temperature checks as members enter the Flight Center. If staff is available, do not come into the Flight Center until your temperature has been checked. Patrons with elevated temperatures will be asked to return home.

We want to keep you safe and keep flying. It is great to be back in the air and we enjoy seeing each of you.

Kirtland Flight Center Management