

GREYTOWN SOARING CENTRE EMERGENCY RESPONSE PLAN

1.0 Intent

The following are the general and site-specific emergency procedures for Papawai Airfield. Individual clubs should adopt these common procedures as their own; any perceived differences between these plans and those of individual clubs should be highlighted, so that all clubs on site may adopt and adhere to this one common document. This document borrows heavily from the template given in GNZ AC-1-05.

2.0 Airfield Location

River Bend farm, Tilsons Rd, Papawai, Greytown.

Grid Ref: 41.07S, 175.31E. The site is east of Tilsons Rd, north-east of Papawal Marae and west of the Ruamahanga River. Road access is either via Tilsons Rd or the gravel road off the left end of Pah Rd.

3.0 In Case of Fire

Call 111. If fire extinguishers, fire blankets or hoses are available, use them but always retain a clear exit path. Do not enter a burning building. Move upwind of any burning vegetation or, if this is not possible, go to the nearest river.

4.0 In Case of Flash Flood

The two rivers bordering the airfield may rise quickly. If river water appears suddenly on the airfield, move to the higher ground bordering Tilsons Rd. Take care if attempting to walk or drive through flowing water. Do not re-enter the site or any flooded buildings until water levels subside. Heavy rain on the Tararua Ranges will take two to three hours to reach Papawai via the Waiohine River, and five to eight hours via the Ruamahunga River.

5.0 In Case of Earthquake

If an earthquake happens and you are outside, stay clear of any buildings, trees and fences. Sit or lie down and wait for shaking to stop. If you are inside any structure during an earthquake, seek shelter under sturdy benches or doorframes and cover your head with your arms. Bear in mind that a strong earthquake will probably alter river levels and paths, so be prepared for flash flooding also.

6.0 Accidents and Incidents – General Notes

An 'accident' involves injury or death or significant damage to a glider. An accident can also be where the glider is missing or inaccessible. An 'incident' is an occurrence which, though not causing injury, death or major damage, could conceivably have done so (CAA Advisory circular AC12-1). Airspace violations are incidents.

6.1 Reporting and Seniority

The person in charge is (in order of seniority):

- a club president (if on-site)
- a club CFI (if on-site)
- the duty instructor of the day
- the most senior instructor on site
- the launch controller

6.2 It is the job of the Police to notify the next of kin, not yours.

6.3 In the event that the relevant club's CFI or President is not on-site they must be contacted immediately.

6.4 Only the *relevant club* President, (on in his absence the *relevant club* CFI) may make statements to the media. If the incident or accident involves more than one club, then these club officials should nominate one person as media contact.

6.5 Members must *not* comment or speculate to the media on what may have occurred. All media contacts should be forwarded to the *relevant club* President or CFI.

7.0 In Case of Overdue Glider

7.1 This procedure should be initiated when:

- More than 60 minutes has passed since the position of a competition glider has been shown by satellite (e.g. SPOT) or reported via an "Ops Normal" call; or..
- During normal cross country flying activities, a responsible person (eg duty instructor) considers the glider to be overdue, having regard to information about pilot intentions, experience level, conditions and/or contacts reported by other pilots, weather conditions, time of day, nature of terrain, SPOT position, ATC radar etc.

7.2 Call the Rescue Coordination Centre (RCC) on 0508 472 269 to establish an alert phase.

7.3 Request radio assistance from other pilots still airborne in the area and call mobile phones of overdue pilot and crew members.

7.4 Establish an area of probability for glider location.

7.5 If the glider is not located within 30 minutes of initial call to RCC, call again to declare glider overdue and advise details of any aerial search resources immediately to hand.

8.0 In Case of Aerial Searches

8.1 RCC will make any decisions regarding aerial searches for overdue aircraft, so any decision to commit club or club member resources to the aerial effort must have RCC prior approval and specific tasking.

8.2 If the club is tasked with assisting in an aerial search, try and include observers who are experienced cross-country pilots familiar with the area. Subject to RCC tasking, check airstrips and possible land-out areas first. Do not put people at risk.

9.0 In Case of Emergency On or Near Club Site

9.1 If injury obvious or likely, dial 111 for ambulance, giving site name and physical location for road access, and GPS coordinates for helicopter if appropriate (see top of page). Fatality requires police as well.

9.2 Take emergency kit and fire extinguisher to site and extinguish any fire.

9.3 Do no more than is necessary to preserve life – if reasonable and spinal injury not suspected, remove occupants to administer first aid, noting the state of safety harnesses and positions of occupants as they are extricated.

9.4 All surviving casualties should be transported to hospital or other medical facility for further assessment, regardless of their condition.

9.5 If an aircraft is involved, DO NOT move any wreckage unless absolutely necessary, in which case photograph or make notes of the wreckage disposition if possible before disturbing it.

9.6 If an aircraft is involved, advise CAA on 0508 ACCIDENT (0508 222 433) as soon as practicable. Secure the accident site, including all scattered wreckage, as well as other evidence, such as ground scars etc. (Do not attempt to move any scattered wreckage items and do not release any wreckage other than to official investigators/police.)

9.7 Obtain the names, addresses, phone numbers, and intended movements of witnesses. Note any witnesses who may have photographic or video evidence of the occurrence.

9.8 Check with the police before any action is taken to remove bodies.

9.9 Advise President, Vice President and CFI if not present – defer all media enquiries to one of them.

10.0 Emergency away from club site involving aircraft that club is flight-following

A possible scenario is the pilot of another aircraft witnessing an aircraft accident and reporting this by radio back to base. Ask the reporter to provide LAT/LONG, carefully noting whether the minute format is decimal (which is usual) or mm and ss.

10.1 Dial 0508 ACCIDENT (0508 222 433) and pass on all information available, particularly the LAT/LONG, if known, to facilitate helicopter rescue.

10.2 Dial 111 for police, advising situation and that you have already called CAA.

10.3 If feasible, consider dispatching a tow plane to land near the emergency site to provide assistance and/or to relay information. Note that the tow plane transponder (via ATC) may be a means of pinpointing the site for emergency services.

10.4 If feasible, despatch responsible persons with emergency kit to the site by road to provide assistance to pilot(s) or police.

10.5 If the site is reached before the police, follow the steps in section 9 above regarding removal of occupants and securing wreckage. Take photographs and make notes of anything you think could be of assistance in the subsequent investigation.

10.6 Advise the landowner of the situation, including preliminary advice of any property damage.

11.0 Returning to normal operations after emergency stand-down

11.1 The club President (or his nominee) should telephone the GNZ President and the ROO or NOO to advise them about the emergency and the “state of play”.

11.2 Consider whether any persons involved might need counselling and, if so, contact Victim Support on 0800 VICTIM (0800 842 846).

11.3 If club assets are lost or damaged, the relevant insurance company should be promptly advised in order not to prejudice any subsequent claim.

12.0 FOLLOW UP ACTION:

- Complete a CAA Occurrence Report CAO05 within 10 days
- Notify NZGA on an OPS10 form within 10 days (forms can be downloaded from the GNZ website)



13.0 EMERGENCY PHONE NUMBERS:

Fire/Police/Ambulance	111
Masterton Ambulance	0800 102 111
Greytown Fire	(06) 3049401
Greytown Police	(06) 3049 003
CAA	0508 ACCIDENT
GWR President (J Bicknell)	(06) 304 9456/ 0274 445 701
GWR CFI (V Grant)	(06) 379 6970 / 0221 053 967
WGC President (B Sharpe)	0272 481 780
WGC CFI (R Ruddick)	0211 118 240

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20/3/16	1.0	Document created from Gliding Wairarapa Emergency Response Plan and GNZ AC-1-05