

# **OMARAMA AIRFIELD LIMITED**

## **STANDARD OPERATING PROCEDURES (SOP)**

**11 NOVEMBER 2020**

- 1. Preface**
- 2. Introduction**
- 3. Non-Aviation Activities**
- 4. Aviation Activities**
- 5. Winch Launching**
- 6. Flight Following**
- 7. Model Aircraft, RPAS, UAV, UAS and Drones**
- 6. Emergency Procedures**
  
- Appendix 1 – Airfield Layout and Grid**
- Appendix 2 – AIP Omarama Landing Chart**
- Appendix 3 – Local Rules for Gliding Competitions**
- Appendix 4 – Omarama Landout Protocol**

## 1. PREFACE

The Omarama airfield is owned by Omarama Airfield Limited whose equal shareholders are the Omarama Soaring Centre Incorporated and the Waitaki District Council.

The company is governed by a board of four directors, two being appointed by each shareholder.

Current directors are:

Mr Clive Geddes – Chair

Mr Richard Subtil

Mr Terry Jones

Mr Glen Claridge

## 2. INTRODUCTION

What you see and enjoy at Omarama is the result of years of hard work and literally hundreds of thousands of dollars. For you to appreciate what is here and to leave it for others to enjoy, we ask that you follow some sensible and reasonable rules.

This Standard Operating Procedures (SOP) document records the rules and procedures for activities being undertaken on the Omarama airfield (the airfield).

The SOP will be reviewed annually, or as otherwise required, so that its content is responsive to any changes which are required for the continuing safe and efficient operation of the airfield. Proposed amendments to this SOP should be in writing to Omarama Airfield Limited.

All operations on the airfield are to be carried out in accordance with the relevant provisions of this SOP document and the:

- Gliding New Zealand Manual of Approved Procedures (MOAP) and associated Advisory Circulars.
- Gliding New Zealand – Sailplane Racing Committee – Competition Rules.
- Applicable Civil Aviation Rules.
- Other regulatory material published from time to time by the Civil Aviation Authority and Airways Corporation.
- SOPs for clubs based at Omarama or relevant parts of visiting club's SOPs, particularly those provisions that relate to flight following.
- Omarama Soaring Centre rules in relation to the campground and chalet areas.

***This SOP document is to be read by all pilots using the Omarama airfield.***

## 3. NON-AVIATION ACTIVITIES

### 3.1 Vehicles

Within the airfield precinct all vehicles must:

- Drive slowly and carefully and watch out for pedestrians, particularly small children in the vicinity of the campground.
- Obey posted speed limits.
- Park in designated areas.
- Not enter the airfield operational area unless authorised to do so.
- Avoid, whenever possible, driving on grassed areas.
- Use the access road when proceeding to the runway 27 launch area.
- Drive slowly and carefully when on the runway 27 access road to minimise dust.

- Not proceed east on the runway 27 access road beyond the vacant weigh site when a glider aero-tow launch is in progress.
- Park all vehicles clear of the grid areas. On runway 09 park to the south of the access road against the northern end of the hangars, and on runway 27 against the fence amongst or east of the trees.
- Use the runway 09 and 27 thresholds to access the northern area of the airfield.

### 3.2 Glider Trailer Parking

When not in use for glider rigging or de-rigging, all glider trailers:

- Are to be parked in the area designated for that use.
- Must be ground secured in that area.

### 3.3 Camping

- All caravans and campervans are to be parked within the designated camping area (or in the trailer park if not in use) unless specifically approved to park elsewhere.
- All camping tents are to be pegged down in the designated camping area.
- Campers must register in the camp kitchen, where fees must be paid before leaving.
- Campers must be considerate to others in terms of noise late at night or early in the morning.

### 3.4 Dogs

All dogs on airfield property, including the campground, must be under control, that is on a leash or otherwise constrained in a vehicle.

## 4. AVIATION ACTIVITIES

### 4.1 General

Outside the period of a gliding competition, the grid procedures and aviation activity on the airfield will be controlled by **the Omarama Gliding Club**. Their instructions will be observed, and any concerns shall be brought to the attention of the OAL directors by any party as appropriate.

Before a first launch from Omarama, glider pilots must attend a briefing with an appropriate person, such as local CFI, ROO, or Competition Director. They must read and understand the "Omarama Landout Protocol (see Appendix 4).

Briefings covering weather and planned activity will be at 10am daily in the Terminal Building.

Pilots must carry up-to-date airspace maps and be familiar with their contents.

Radio frequencies are 119.1 MHz within 5 nm of Omarama, and generally 133.55 MHz elsewhere unless in controlled airspace, MBZ or other aerodrome locale. (Our repeater radio allows gliders to be heard from long distances on 133.55 MHz, and local gliders can often relay calls.)

Pilots are urged to **keep a good lookout at all times**. The use of FLARM with up-to-date firmware is highly recommended. Also carry a functioning SPOT or InReach tracking device for flight-following purposes.

During a gliding competition day, the Competition Director will control all aviation activity on the airfield (see Appendix 3).

## 4.2 Ground Movements of gliders within the Operational area

Gliders must not be:

- Left unattended in the between hangar spaces or on the runway edges.
- Parked unattended in the runway 09 or 27 launch areas, except immediately prior to launching.
- Left unattended on the runway following landing.
- Taxied following landing over the runway 27 access road.

## 4.3 Grid Procedures

- Grid and launch lanes are shown in Appendix 1 and apply to all non-competition grids and launches.
- During competitions the grid layout and priority is for competing pilots.

## 4.4 Circuit and Runway Procedures

- The AIP New Zealand landing chart for the Omarama airfield is attached as Appendix 2. Read this carefully and comply with its requirements.
- Do not fly below 2400 ft QNH (1000 ft above ground) over the Omarama township.

## 4.5 Launching

- Competition launches have priority and unless approved by the Competition Director. Generally, non-competing launches are not permitted until the competition launch and any re-launches are complete.
- When a launch is aborted on ground roll, the glider must be removed as soon as possible from the runway and will not be relaunched until it is safe to do so.

## 4.6 Landing

- Circuits are flown left-hand to runway 09 and crosswind runway 13, right hand to all other runways.
- Avoid low level flying over the hotel, airfield buildings, hangars and the campground and chalet area.
- Land and aim to stop on the southern side of the runway to leave room for following aircraft to land to the north.
- Land to the north side of any landed or gridded gliders.
- Do not taxi across the runway 27 access road or into that area to the west of the Terminal Building.
- Remove the glider from the runway or runway edge as soon as possible after completing the landing.

## 4.7 Glider Picketing

Rigged gliders not being hangared must use the tie-down areas provided or in front of the north-facing line of chalets if so permitted by those chalet owners.

## 5. WINCH LAUNCHING

North of the main operative runways, there is an east/west strip reserved for winch operations.

Any party wishing to undertake winching must make a written application to the airfield company. Consent for winch operations will be subject to conditions to be determined by the company and applicant.

The general conditions will include, but are not limited to:

- Third party & public liability insurance for winch operations.
- Written winch SOPs.
- Functional radios on appropriate frequencies.

## **6. FLIGHT FOLLOWING**

Flight following is a requirement of Gliding New Zealand. Independent pilots must make suitable arrangements before launching. A general flight following service is offered by the Omarama Gliding Club.

## **7. MODEL AIRCRAFT, RPAS, UAV, UAS and DRONES**

The Omarama Model aircraft Club has an operational area and strip in the trailer park area of the map in appendix 1. All flights must comply with Civil Aviation Rules Part 101 and the pilots must have a license or certificate issued by an approved organisation or be under the direct supervision of someone with one. Flights will be kept to the South of the Airfield Road and its extension to the hangars, and all flights will remain below an altitude of 120m above ground.

## **8. EMERGENCY PROCEDURES**

### **8.1 Fire**

In the event of any uncontrolled fire on any part of the airfield or in any building on the airfield evacuate the area and immediately telephone call **111**.

### **8.2 Aviation Related Accident on or near the airfield**

- Advise any base operations by radio on **119.10 MHz**.
- Contact Emergency Services call **111**.
- Extinguish any fire.
- Move wreckage only to save life.
- Render First Aid if trained to do so.

### **8.3 Remote Aviation Related Accident**

- Advise relevant base operations by radio on 119.10 or 133.55 MHz.
- Base to follow their Emergency Plan in conjunction with Gliding NZ AC 1- 05.

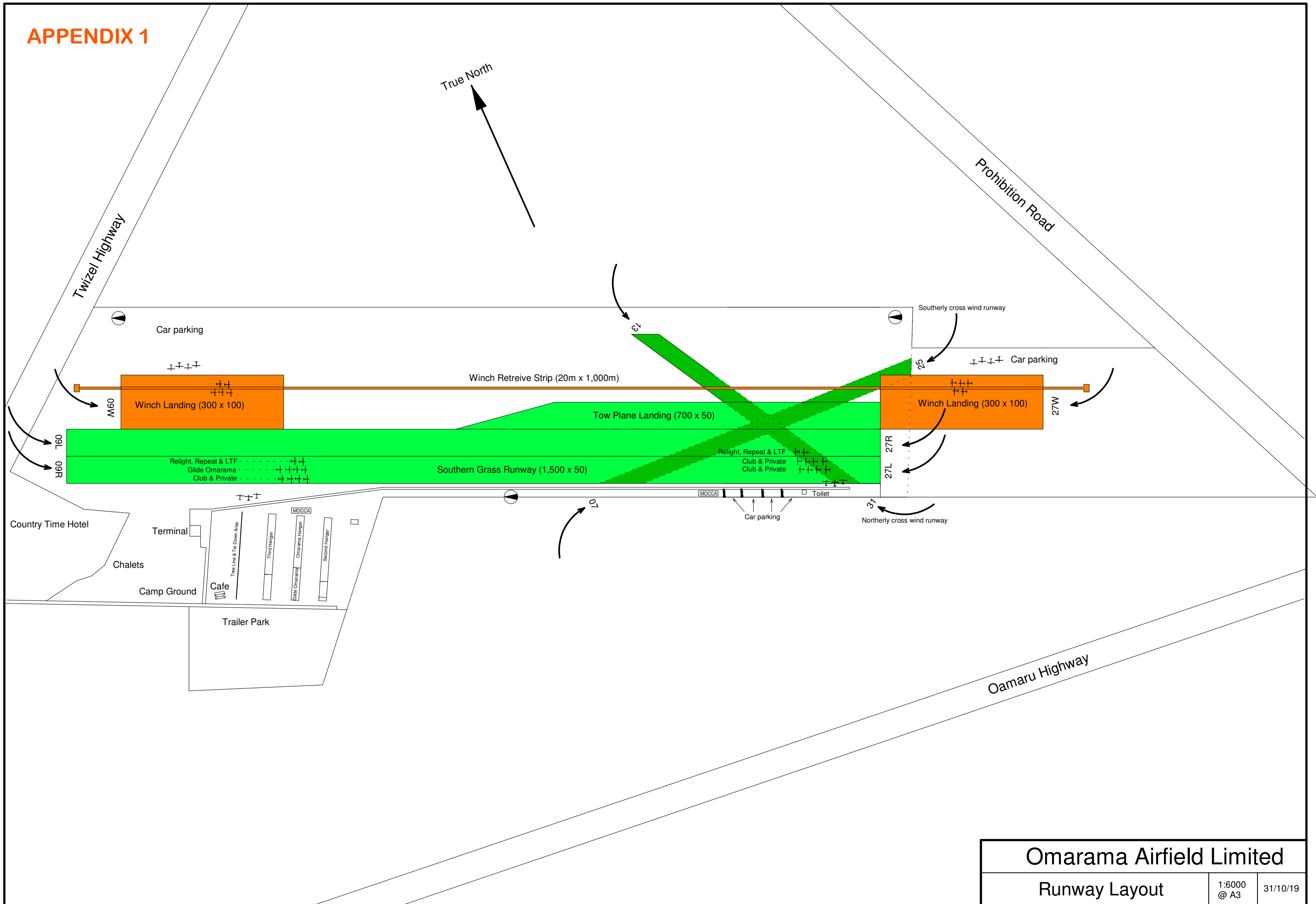
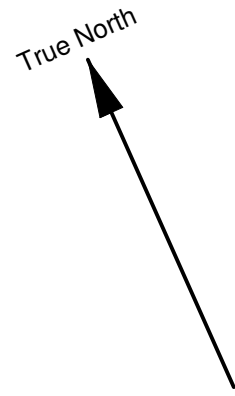
### **8.4 Any Other Accident resulting in Injury**

Contact Emergency Services call **111**.

### **8.5 Any Observed Criminal Act**

Contact Emergency Services call **111**.

# APPENDIX 1



Omarama Airfield Limited

Runway Layout

1:6000  
@ A3

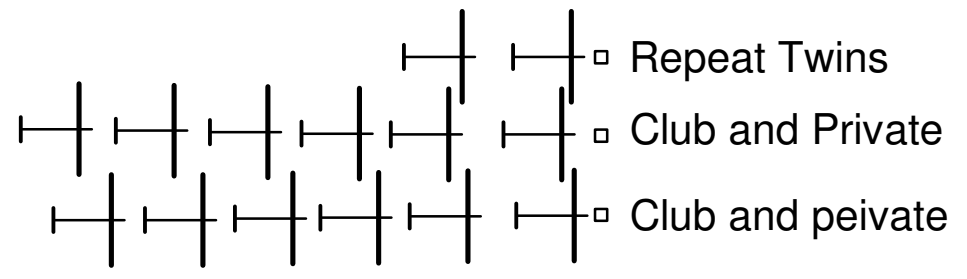
31/10/19

T60

Northern Grass Runway

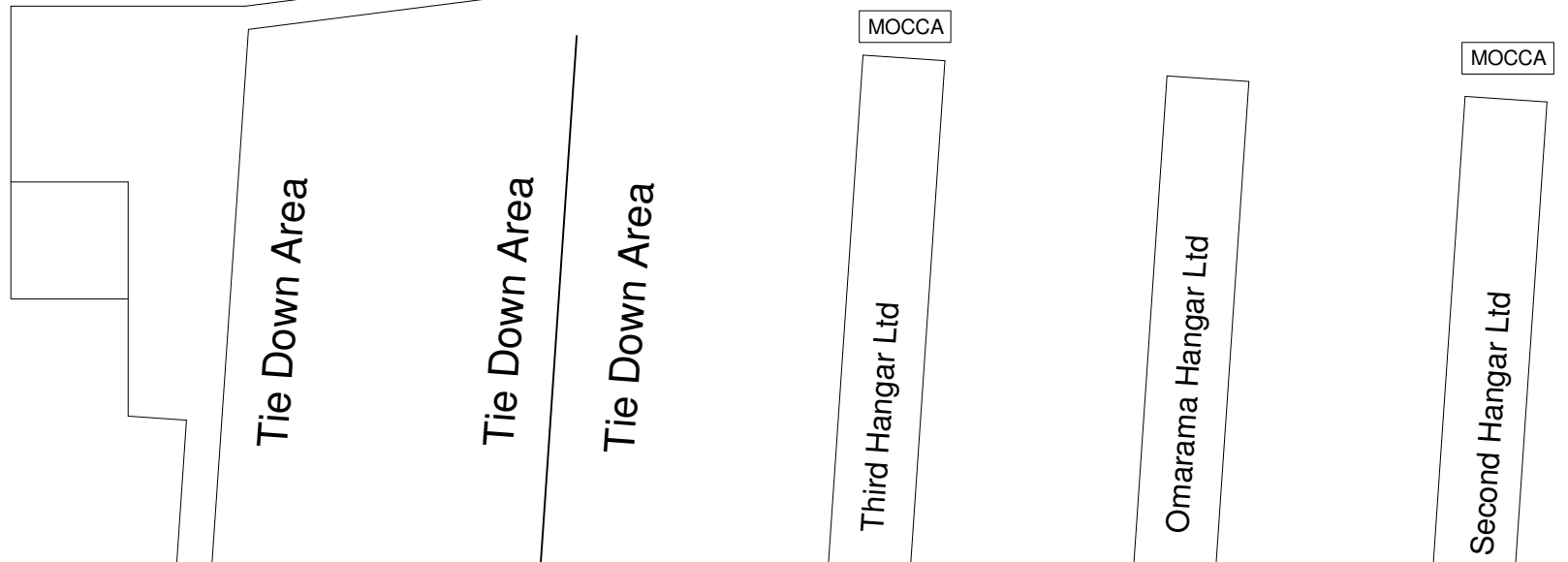
09R

Southern Grass Runway



27 Taxiway - do not cross on landing

Terminal



Tow Plane Landing Area

Northern Grass Runway

27R

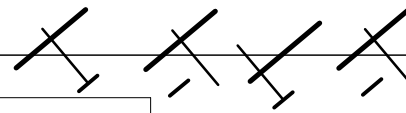
Repeat Twins □

Club and private □

Club and private □

Southern Grass Runway

27L



□ Toilet

MOCCA



Car Parking



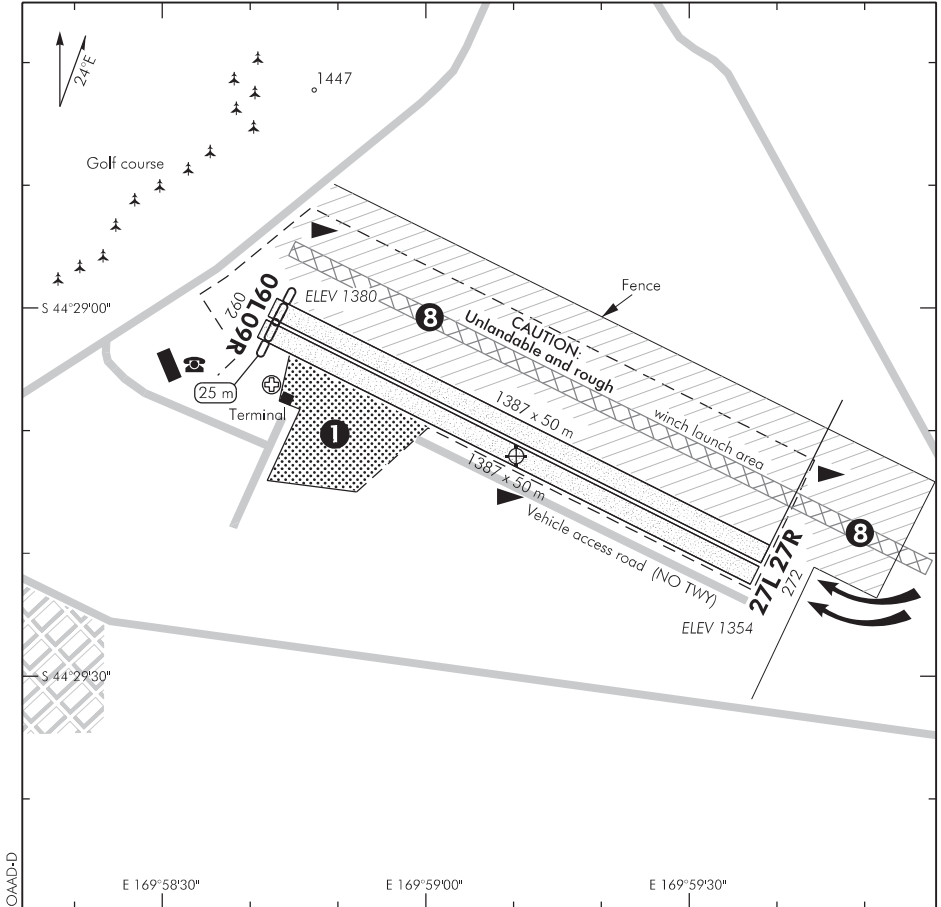
ELEV 1380

NZOA

NON-CERTIFICATED

**OMARAMA  
AERODROME**

UNATTENDED: 119.1 133.55 134.00



Changes from 3 APR 14: Winch launch area extended to east, RWY 09L/27R and RWY 09R/27L width, note 3 amended.

- ❶ Aircraft parking areas, hangars and cafe.
- 2. Circuit: RWY 09 L/R — Left hand  
RWY 27 L/R — Right hand
- 3. Standard overhead join procedure should be avoided during glider winch launching operations.
- 4. Intensive gliding operations September to April — 7 days. Occasional winching to north of RWY 09L/27R. Glider winching wire may reach up to 3000 ft AGL from 09L/27R.
- 5. Glider/gliding communication operations outside local area frequency 119.1 use gliding frequencies 133.55 and 134.00. Call intentions on these frequencies.
- 6. **CAUTION:** Daily overnight irrigation during summer months from late afternoon to early morning using visible towed K-Line pipes with sprinklers the full length of one parallel Left or Right runway. The runway being irrigated will be marked and closed, land clear on the other parallel Left or Right runway. Note poor braking on wet grass during and after irrigation.
- 7. Up to 3 rows of gliders waiting to launch will line up and park using RWY 09R/27L. Arriving/ departing aircraft should use RWY 09L/27R to maintain separation and avoid overflying parked aircraft.
- ❸ **CAUTION:** Glider winch launch area — can be mistaken for a runway. Do NOT use.

S 44 29 12 E 169 59 10

**Effective: 26 MAR 20**

© Civil Aviation Authority

**OMARAMA  
AERODROME**

NZOA

**RWY**

RWY	SFC	Strength	Gp	Slope	ASDA	Take-off distance			LDG DIST
						1:20	1:30	1:40	
09R 27L	Gr	ESWL 2565	8	0.59D 0.59U	1387	1387 1362			1362 1387
09L 27R	Gr	ESWL 2565	8	0.59D 0.59U	1387	1387 1362			1362 1387

**LIGHTING**

Nil

**FACILITIES**

Fuel: Z Energy Avgas 100, Access via Z card

On site cafe open daily OCT/APR

Toilets/1st aid inside terminal

Aircraft heavy duty tie-down lines

**SUPPLEMENTARY**Operator: Omarama Airfield Ltd, PO Box 284, Queenstown  
Fax (03) 442 7309Terry Jones  
Tel (027) 452 1498  
Email: morganjones@xtra.co.nzSecondary onsite contact:  
Rod Dew  
Glide Omarama Office  
Tel (03) 438 9555

Available for general use without the permission of the operator.

Landing fees: Payable for ALL aircraft.

Annual multiple fees may be paid in advance by application to:  
Omarama Airfield Ltd, PO Box 284, Queenstown.

Scale of fees, honesty box and envelopes located adjacent to fuel pump. Payment can also be made by bank transfer to Omarama Airfield Limited, bank account 01 0867 0047901 00 using your aircraft registration and date as the reference.

NB. An automatic recording system for monitoring landings and aircraft movement is installed. Unpaid landing fees will be invoiced to the aircraft operator and will include additional administration charges.

## APPENDIX 3 – Local Rules for Gliding Competitions

### During gliding competitions:

- The Competition Director is the controlling authority for all gliding activities during the event.
- Competition briefings and the organisation will be based in the Terminal Building.
- The turn-point database and airspace files may be downloaded from the GNZ website.
- **You must carry a functioning SPOT or InReach tracker on all competition flights.**
- There will be a **compulsory briefing** for all competitors before practice day launch.
- Gliders must grid by the time advised at briefing. Be prepared to launch at any time from the announced launch time. Late pilots will have their gliders removed to the back of the grid.
- Start opening for each competition class will be announced on 119.1 and 133.55 MHz.
- The start procedure will be detailed at briefing.
- Call 'Omarama Base' with your start time on 133.55 MHz within 30 minutes of starting.
- Cloud flying during the competition will not be permitted.
- Call your finish on 119.1 MHz at **5 miles** out (eg "Omarama Base, Yankee Romeo 5 miles"). (Do not use km for this call, because this could be confusing for other GA traffic, which uses the standard nautical miles.) Omarama Base will then advise you of wind, runway in use and known traffic.
- A 3 km radius finish ring followed by an orderly circuit will be used (not a fly-through finish). After finishing, do not turn back into the potential path of other gliders finishing. Make normal calls to Omarama Traffic on 119.1 MHz to advise circuit intentions.
- Download your flight recorder as soon as possible after returning to the airfield, preferably within 30 minutes. (If you have unusual flight recorder cables or software, please bring your own.)

### Retrieves:

- We need your call sign, lat/long (in degrees, minutes and **decimal minutes** – write this down for reference before phoning us), and whether you want a road or aerotow retrieve.
- Aerotow retrieves are at the discretion of the Contest Director. Once a retrieve aircraft is launched, all costs are to the glider pilot even if a retrieve is aborted for any reason.
- If a road retrieve is requested, and you do not have a designated crew, we will try to arrange it, but expect delays. Remember, your retrieve is your responsibility.
- If you contact your crew directly, your crew must not leave on the retrieve without notifying the retrieve organiser (we don't want to waste time looking for you or sending a second retrieve team).
- If you want us to organise a crew, please tell us where your car, keys and trailer are. It helps to have your two-letter glider registration on your trailer and on your car windscreen.
- **Observe the Omarama Landout Protocol** (See Appendix 4).

## APPENDIX 4 – Omarama Landout Protocol

*This protocol has been formulated in the interests of maintaining good relationships with landowners. ALL glider pilots operating from Omarama who land out at other than a public aerodrome MUST adhere to this protocol. Entering on private land is a privilege, not a right. If you adhere to this protocol, you will generally find the landowner very helpful. Remember, you are an ambassador for the next pilot who lands there.*

1. **Before** takeoff from Omarama, ensure that you have in your glider a copy of the landowner directory (obtainable from the Omarama Gliding Club).
2. Attempt to contact the landowner by one of the following methods (in order of preference):
  - visit farmhouse if nearby.
  - telephone (if necessary, leave a message).
  - if nobody answers and there is no answer-phone, make a note of the time that you called and try again when you get back to Omarama.
3. Having contacted the landowner, thank him/her for the use of their land and ask for their permission to retrieve, whether it is by aero-tow or by road. Then abide by their wishes. Be sure to leave gates as you find them.
4. When organising your retrieve, let them know whether you have been able to contact the landowner or not. If not, your tow pilot or retrieve crew will try on your behalf. They should make every attempt to contact the landowner before leaving.
5. In order to show your appreciation to the landowner, please consider writing a letter of thanks or send or deliver a small gift.