



Our Wings Carry Your Dreams

Passenger Briefs and Survival Notes

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Introduction

In aviation a pilot licence holder whether it is a recreational, private, commercial, or regular public transport licence – as pilot in command (PIC) it is your duty to manage both the passengers and cargo.

Management of the passengers is not simply showing them to the aircraft and seating them in the cabin. There is a list of requirements in Part 61 MOS and CASR. The requirements are to not only protect and make your passengers comfortable in their forthcoming flight but to also protect the pilots from any cases of negligence.

Think back to any airline flight in which you have flown as a passenger. It's not necessarily the pilot giving the safety briefing but the cabin crew who also have to meet all the CASA requirements by giving you a briefing on such items as evacuation, use of life vests, use of the doors, where the exits are etc.

Types of Passenger Briefings

There are different types of passenger briefs and no brief is the same for two aircraft. Not only do you have to introduce the passengers to the aircraft but in the highly unlikely where an emergency can occur the steps they need to take. Operating an aircraft as PIC you are responsible, under CAO 20.11, to manage the passengers as well as to ensure they are briefed and informed about the operation of the aircraft. The following types of briefings will be taught during your training.

- Pre Flight
- Pre-Landing
- Forced Landing
- Precautionary Search and landing

RPL and PPL applicants can conduct a relatively informal brief but you still need to brief on the critical items. CPL applicants will be expected to deliver a more formal brief. Sample briefs are contained in the attached Appendices.

No two briefings are the same for any aircraft. Aircraft have different procedures, exit routes, configurations and passenger loads. Think back again to airline safety briefing, the cabin crew state that even though you may have heard the safety briefing before on the same service it could be a different aircraft you are flying and therefore new information that could be vital to the safety of the passengers should be heard.

Items Required Prior to Take off – Part 91 MOS Part 22

As pilot in command, it is your duty to inform the passengers of the following:

- a) the rules about smoking during the flight;
- b) the places on the aircraft where smoking is prohibited;
- c) the use and adjustment of seatbelts, shoulder harnesses, and infant and child restraint systems (if any);
- d) the requirement that seats backs must be in the upright position (or otherwise, if permitted by the POH) during take-off and landing;
- e) any requirement that attachments to the seat (for example, tray tables and footrests) must be stowed, during taxiing, take-off and landing;
- f) if an infant or child is carried on the aircraft — how the infant or child must be restrained;
- g) where the emergency exits are and how to use them;
- h) the location of evacuation slides (if any) and how to use them;
- i) if emergency oxygen is carried for the flight — how and when to use the emergency oxygen;
- j) how and where to stow, or otherwise secure, carry-on baggage and personal effects, and the periods during the flight when these items must be stowed or secured;
- k) if the aircraft is fitted with escape path lighting — where the lighting is and how to use it;
- l) if survival equipment is carried, and it is intended that a passenger is to use the equipment — where the equipment is carried and how to use it;
- m) if life jackets or life rafts are carried — where the jackets or rafts are located and how to use them;
- n) the requirement that life jackets must not be inflated inside the aircraft;
- o) the limitations imposed on the use of portable electronic devices during different

Preparation of Brief

When operating as a pilot a first impression as well as a high degree of professionalism is highly advised to give confidence to the passengers you are responsible for. Passengers come in all shapes and sizes and more importantly they may not have any experience in a light aircraft before. Passengers can be apprehensive, nervous, anxious or outright scared.

Briefs are not completed ad hoc or off the top of your head. Every briefing required will be slightly different from flight to flight but there must be a format.

Pegasus Avia. School Passenger Brief Requirements Prior to Flight

At Pegasus we recommend the following items be a part of any well delivered pre-flight passenger brief.

❖ Before Flight

- Use of bathroom prior to flight – particularly if no stops.
- Drink water and stay hydrated especially on hot days in Australia.
- Ascertain weight of passengers and their luggage and check your weight and balance. (Its mandatory for charter/scenic flights for passenger weights to be recorded and a manifest to be kept on the ground along with a weight and balance).

❖ Seat and Seatbelts

- Demonstrate the use and adjustment of seatbelts, shoulder harnesses, and infant and child restraint systems (if any).
- Advise passengers that seatbelts are to be worn at all times due to unexpected turbulence.
- Advise passengers that seat backs must be in the upright position during take-off and landing.

❖ Smoking

- Advise the passengers that smoking on the tarmac and in the aircraft is not allowed.

❖ Medical Issues

- Ask passengers of potential health issues such as dizziness, nausea etc. (always carry sick bags).
- Tell passengers to not be shy to inform the pilot they are uncomfortable, and the pilot will do their best to make them more comfortable for instance by avoiding turbulence or flying higher where it is cooler.

❖ Aircraft Doors/Exits

- Ensure that passengers understand the use of doors and how to exit the aircraft and especially make them understand the Piper Warrior has 2 latches.

❖ Weather

- Advise passengers on the expected weather for their flight.
- Turbulence is the biggest issue with passengers.
- Calm passengers, telling them that turbulence is normal and not a threat to the flight.

❖ Radio Communications and Pilot Distractions

- Passengers on small aircraft can have access to a headset and this can be an issue to the pilot trying to listen to radio communications.
- See below for more detail but do inform passengers not to speak whilst they can hear communications going on.
- However, you should encourage passengers to speak up if they see an aircraft in flight so you can ensure there is no risk of collision.
- Ensure passengers know how to use a headset e.g., have the mike touching their lips.

❖ Aircraft Controls

- Front seat passengers are to be advised to not touch the yoke or the rudder pedals at their feet and not to interfere with the switches, buttons or radios of the flight.

❖ Storage of luggage

- Advise passengers that only items of a personal nature can be stored in the cabin e.g., reading material, water, food, handbags, cameras. Other items will go in the luggage area.
- ❖ **Survival equipment**
 - Demonstrate how to activate the ELT (either installed in the aircraft or a portable ELT)
 - Demonstrate the use of life jackets and life rafts and its locations inside the aircraft.
- ❖ **Outside the Aircraft and Airside**
 - Advise passengers to stay close to you and not wander onto the tarmac and to remain clear of other aircraft.
 - It is in the interest of safety that you load the passengers and not allow the passengers to load themselves or their luggage into the plane.

Sterile Cockpit

Depending on the airport environment, passenger conversations can be a threat to the safety of the aircraft if the pilot is unable to hear operational transmissions. Some aircraft feature an isolation switch however if you do not have this feature you will have to enforce a sterile cockpit policy whilst operating in high radio traffic areas.

Instruct the passengers that during cruise, conversation may be allowed.

However, if the radio is required to be heard clearly such as take-off, in the circuit or on approach – agree on a hand signal amongst all passengers so they understand you are talking. Most pilots will hold up their hand to let the passengers know they need to be quiet whilst you listen to the radio.

Pre-Landing Brief

A pre landing brief or top of descent brief to passengers similar to airlines is a great way to keep passengers informed and confident of your abilities. The unknown or not knowing what the aircraft or pilot is doing is what causes uneasiness. A descent brief to passengers could include the following.

- Weather on arrival
- Securing the cabin, stowing of personal items
- Fastening of seatbelts and make sure the seats are upright
- Expected time of arrival
- Inform the passengers of the sterile cockpit rule once again.

Forced/Emergency Landing Brief

A brief that no pilot wants to deliver – but a well-rehearsed and informative emergency landing brief can make the difference between calm passengers and utter panic. A format advised by Pegasus contains the following items.

- The nature of the emergency
- What you are intending to do
- Words of assurance
- Passengers to fasten seatbelt
- Secure cabin area
- Doors unlocked
- How to exit the aircraft after coming to a stop

Precautionary Search and Landing Brief

A precautionary search and landing exercise do not necessarily have to be an emergency but it could be a commercial requirement to land at a field not certified or an unknown airstrip.

- Reason for inspecting the field e.g., loss of light, low fuel, worsening weather
- Inform passengers to fasten seatbelt and secure cabin
- Doors to be locked or unlocked (follow pilot orders)
- How to exit the aircraft

Survival Following a Forced/Emergency Landing

Carry “survival water” e.g., water in addition to that to be consumed in flight.

If it is a lengthy flight consider carrying extra supplies such as food, first aid kit, extra clothing and a personal ELT.

See the EMERG section of ERSA for more information on survival following a forced landing.

Trivia

Myth: Most Ditchings Aren't Survivable

"If you believe this, you've been led seriously astray. Of the 179 ditchings reviewed... (involving USA registered aircraft), only 22, or 12 percent, resulted in fatalities. Although survival rates vary by time of year and water body type, the overall general aviation ditching survival rate is 88 percent. Yet even that record is somewhat misleading; the *potential* ditching survival rate is actually a bit better.

To understand why, let's define two terms: "egress rate" and "survival rate." For our purposes, successful egress means that one or more occupants exited the aircraft safely after the ditching and got into the water relatively unscathed. Survival means that *all* of the occupants were rescued or swam to shore under their own power. In other words, the ditching accident resulted in no fatalities.

According to our review of the record, the successful egress rate is 92 percent, meaning that in more than nine out of 10 cases, at least some of the occupants got out of the airplane and ultimately survived the experience. In a few of these cases—seven, to be exact—some or all of the occupants got out and then drowned or succumbed to exposure while in the water. It's fair to conclude that in several (if not all) of these accidents, survival equipment would have made the difference."

Reference: <http://www.equipped.com/ditchingmyths.htm>

Reference Material

Part 91 Manual of Standards

Pilots Operating Handbook for the aircraft you are flying

CAAP 253-2

Appendix 1 – Sample Passenger Briefs – RPL and PPL Holders

Sample Pre Flight - Passenger Brief

You should prepare your own **passenger friendly** brief but below is an example of what you might want to say to your family and friends before a flight.

In the terminal building:

Before we go out to the aircraft, I recommend that you visit the toilets as we will be in the air for X time.

Make sure you carry your water and any snacks with you along with your camera.

Your luggage will need to go into the luggage area so please take any reading matter or the like out first as you will not be able to get to it in flight.

There is no smoking on the tarmac or on the aircraft and alcohol consumption is prohibited.

We will walk out as a group, following the marked lines and we will walk behind any aircraft we pass. Please stay close to me and follow where I go.

Aircraft have right of way, and we must stay away from aircraft with a light flashing or engine/propeller running.

Make sure you wear your seatbelts throughout the flight.

If at any time during the flight you feel unwell or uncomfortable, please let me know.

To avoid distractions that may affect the overall safety of the flight please refrain during taxi, take-off and landing from talking and asking questions. If I hold my hand up in flight it means I need to listen to the radio and I will answer your questions when I can. However, if you do see an aircraft nearby, please point it out to me."

Give a brief overview of the flight (include winds, cloud, turbulence and flight time and what sights you may see on the flight).

At the aircraft.

Station the passengers next to the right side under the wing.

(Ensure all gear is stowed safely in the luggage area or behind seats etc, no heavy bags loose on back seat).

To climb into the aircraft please place your feet on these steps and nowhere else (**show where they are**).

To adjust the seat, we have forward and back controls, up and down and reclining seat adjusters (**show where they are**). The aircraft has dual controls, so I need you to avoid touching the controls in front of you and by your feet (**show where they are**). In addition, please do not touch the other controls on the instrument panel.

(For the Warrior you will have to climb in before the front seat passenger so adjust the following accordingly) Please seat yourself and I'll show you how the seat belts work. Please buckle up just like a car and now please try unbuckling, good.

The door handle works like this (**demonstrate how to unlatch, open and close**), please try this for yourself. I may ask you to unlatch the door in flight if we need to make an unexpected landing. The doors are our Emergency Exits if the need should arise to evacuate the aircraft quickly.

The fresh air vents are located here and can be adjusted like this (**show**). If you are feeling too hot or too cold or unwell let me know and I will assist and see if we can make you more comfortable.

If you do feel unwell the motion sickness bags are located here (**show, side pocket usually or back of seat**).

Please place this headset over your ears and I will plug it into the intercom system. You will be able to hear me through the headset as well as air traffic control. To talk to me you must have the microphone up against your lips.

Remember no talking during taxi, take-off or landing unless you see an aircraft nearby."

If you are carrying life jackets demonstrate their use by having the passenger, try it on and show all the features etc

Sample Pre-Landing - Passenger Brief

(Top of Descent) We will be arriving at XXXX in 10 minutes, and I would ask you now to put away any loose items in the seat or side pockets and make sure your seat belt is fastened securely. As I will be busy preparing for our arrival and landing, I would ask you to now refrain from asking questions until after we have landed and stopped the engine however if you do see another aircraft, please let me know.

Sample Forced Landing - Passenger Brief

The engine has failed, and we will be landing in the field to our left, don't worry I have practiced this many times. Make sure your seat belt is fastened and your seat is upright and put away any loose items in the seat or side pockets. Joe, when we are close to the ground, I will ask you to unlatch the door and hold it open with your elbow. Once the aircraft has come to a full stop, please exit the aircraft and we will meet at the rear of the aircraft.

Sample Precautionary Search and Landing - Initial Passenger Brief

"The weather is worsening, and we will be unable to continue the flight. I have decided to search for a suitable field to land in, don't worry I have practiced this many times. Please make sure your seat belt is fastened and your seat is upright and put away any loose items in the seat or side pockets. I will talk to you further once I have selected a suitable field."

Items to be included in Final Brief to be delivered when PIC has committed to land

- Intentions
- Fastening of seat belts
- Unlocking of doors
- Exiting the aircraft

Sample Precautionary Search and Landing - Final Passenger Brief

Use the following if landing away from an airfield.

"We will be landing in the field to our left. Please make sure your seat belt is fastened "Joe", please unlatch the door and hold it open with your elbow. Once the aircraft has come to a full stop and the engine stopped, please exit the aircraft and we will meet at the rear of the aircraft."

Use the following if landing at an airfield such as a farmer's airstrip.

"We will be landing on the airstrip to our left. Please make sure your seat belt is fastened."

Appendix 2 – Sample Passenger Briefs – CPL Holders

Sample Pre Flight - Passenger Brief

You should prepare your own **passenger friendly** brief tailored to the type of aircraft. Below is an example of what you might want to say.

In the terminal building:

Good morning, everyone, my name is XXX XXXXXX and I will be your pilot for this flight.

Before we go out to the aircraft, I recommend that you visit the toilets as we will be in the air for X time.

If you have a water bottle or other drink or snack you are welcome to bring it with you.

Your luggage will need to go into the luggage area so please take any reading matter or the like out first as you will not be able to get to it in flight.

There is no smoking on the tarmac or on the aircraft and alcohol consumption is prohibited.

We will walk out as a group, following the marked lines and we will walk behind any aircraft we pass. Please stay close to me and follow where I go.

Aircraft have right of way, and we must stay away from aircraft with a light flashing or engine/propeller running.

All passengers are required to wear seatbelts throughout the flight.

If at any time during the flight you feel unwell or uncomfortable, please let me know.

To avoid distractions that may affect the overall safety of the flight please refrain during taxi, take-off and landing from talking and asking questions. If I hold my hand up in flight it means I need to listen to the radio and I will answer your questions when I can. However, if you do see an aircraft nearby please point it out to me."

Give a brief overview of the flight (include winds, cloud, turbulence and flight time and what sights you may see on the flight). Wish the passengers an enjoyable flight.

At the aircraft.

Station the passengers next to the right side under the wing.

"Before I take a moment to explain the safety and comfort features of the aircraft let me stow your luggage in the luggage compartment.

(Ensure all gear is stowed safely under the luggage netting or behind seats etc, no heavy bags loose on back seat).

The first aid kit and survival equipment including water is located in this bag should we need it during flight or after landing.

We also have a portable ELT in the bag and to use it we take it out of its own bag and twist the antenna up (**show by pointing, don't actually do it**).

The fire extinguisher is located between the front seats (**show and take it out, demonstrate its use**). To use it you point the nozzle at the base of the fire, remove the pin and squeeze the trigger.

To climb into the aircraft please place your feet on these steps and nowhere else (**show where they are**).

To adjust the seat, we have forward and back controls, up and down and reclining seat adjusters (**show where they are**).

The aircraft has dual controls, so I need you to avoid touching the controls in front of you and by your feet (**show where they are**). In addition, please do not touch the other controls on the instrument panel.

Please seat yourself and I'll show you how the seat belts work. Please buckle up just like a car and now please try unbuckling, good.

The door handle works like this (**demonstrate how to unlatch, open and close**), please try this for yourself. I may ask you to unlatch the door in flight if we need to make an unexpected landing. The doors are our Emergency Exits if the need should arise to evacuate the aircraft quickly.

On the ground we can have the door windows open if it is hot and they work like this (**show how to open and close**) however please do not try to open the window in flight.

The fresh air vents are located here and can be adjusted like this (**show**). If you are feeling too hot or too cold or unwell let me know and I will assist and see if we can make you more comfortable.

If you do feel unwell the motion sickness bags are located here (**show, side pocket usually or back of seat**).

Please place this headset over your ears and I will plug it into the intercom system. You will be able to hear me through the headset as well as air traffic control. To talk to me you must have the microphone up against your lips.

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- Intentions
- Fastening of seat belts
- Unlocking of doors
- Exiting the aircraft

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Use the following if landing at an airfield such as a farmer's airstrip.

"Ladies and gentlemen, we will be landing on the airstrip to our left. Please make sure your seat belt is fastened."

