

# Instructions for Use

## Flying and Equipment Running Log - MOD Form 724(WLG)

## Flight Servicing Certificate - MOD Form 705(WLG)

## Role Equipment State - MOD Form 706(Glider)

### Flying and Equipment Running Log - MOD Form 724(WLG)

1. **General.** MOD Form 724(WLG) is used to record details of each flight, or series of flights.
2. **Insertion and Removal.** MOD Forms 724(WLG) are to be inserted and removed from the MOD Form 700 iaw the instructions for controlled forms on MOD Form 799/1.
3. The actions required to close a form and raise a new one are as follows:
  - a. Complete the **'C/F Totals' blocks.**
  - b. Carry forward all totals to the new sheet **'B/F Totals' blocks.**
  - c. Complete the 'Transfer Certificate' on the old form when the above actions have been undertaken.
4. **Aircraft Captain.** After each series of flights, or at cease flying, the Aircraft Captain is to enter the required details on the next available line.

#### Notes:

1. Flying times are reckoned as from take-off to last landing of a flight or period of Continuous Charge by one Captain.
2. Enter a Sortie Profile Code (SPC) from **Table 1:**

**Table 1**

SPC	Description
SPC 01	Winch launch and Circuits
SPC 02	Aerotow
SPC 03	Aerotow with Soaring
SPC 04	Aerotow with Stalls
SPC 05	Aerobatics
SPC 06	Winch Launch with Soaring
SPC 07	Winch Launch with Aerobatics
SPC 08	Flight Test

5. **Retention and Disposal.** MOD Forms 724(WLG) are to be retained in accordance with MAM-D Part 1, Chapter 2.3.

### Flight Servicing Certificate - MOD Form 705(WLG)

6. **General.** MOD Form 705(WLG) is used for the certification of flight servicings. Provision is made to record up to 12 flight servicings on each form. Responsibilities for completion are detailed in the following paragraphs.
7. **Insertion and Removal.** MOD Forms 705(WLG) are to be inserted and removed from the MOD Form 700 iaw the instructions for controlled forms on MOD Form 799/1.
8. **Captain's After Flight Declaration (Lines 1 to 3).** The Captain's after flight signature returns responsibility for the Aircraft to the Engineering Organization, unless on Continuous Charge and certifies that:
  - a. An Aircraft Maintenance Log (MOD Form 707A) entry has been raised for each fault that became evident whilst they were responsible for the Aircraft.
  - b. The results of any flying requirements undertaken have been entered on the Aircraft Flying Requirements Certificate (MOD Form 707B(AFRC)).
  - c. The Flying and Equipment Running Log (MOD Form 724(WLG)) has been completed.
9. **Flight Servicings (Lines 4 to 10).** On completion of any flight servicing the authorized person(s) undertaking the work is/are responsible for:
  - a. Signing the certificate (**Lines 8 and 9**) to certify that the flight servicing has been completed in accordance with the appropriate Flight Servicing Schedule.
  - b. Ensuring that the appropriate columns on MOD Form 705(SSC) have been completed.
10. **Flight Servicing Co-ordinator (Lines 4 to 13).** The Flight Servicing Co-ordinator is to define the type of flight servicing in **Line 4** and enter the 'Start TDM' in **Line 5**. They are also responsible for:
  - a. Entering the additional tasks to be carried out (**Line 7**).
  - b. Striking through any designated or spare lines as required.

c. Ensuring that on completion of their task, individuals involved in the flight servicing, including any designated tasks, have signed for their work in the appropriate signature blocks and are authorized to do so.

d. Entering the 'Valid until TDM' in **Line 10**, except for after flight servicing when **Line 10** is to be ruled through.

e. The Flight Servicing Co-ordinator is to certify, in **Lines 11 to 13**, that they have satisfied themselves that:

- (1) An AML entry (MOD Form 707A) has been raised for each fault found during the flight servicing.
- (2) The flight servicing has been completed satisfactorily.
- (3) The appropriate MOD Form 705(SSC) columns have been completed.
- (4) The Flying Hours and launches recorded in the Flying and Equipment Running Log have been calculated correctly.

11. **MOD Form 700 Co-ordinator (Lines 16 to 18)**. An authorized Co-ordinator is to certify, in **Lines 16 to 18**, that the Aircraft is in a fit condition and ready for flight. The MOD Form 700 is not to be co-ordinated after an after flight servicing, or when a completed flight servicing has been invalidated by subsequent Maintenance. In these instances **Lines 14 to 30** are to be ruled through. The MOD Form 700 Co-ordinator's signature certifies they are satisfied that:

- a. There is no outstanding Corrective or Preventive Maintenance work.
- b. There are no Scheduled or Out of Phase Maintenance requirements on the MOD Form 721B for the expected period of operations.
- c. The flight servicing are valid.
- d. Any flying requirements are identified by SNOW in the 'Flying Requirements' block (**Line 14**).
- e. The last SNOW has been entered in the 'Last SNOW' block (**Line 15**).

12. **Captain's Acceptance Certificates (Lines 19 to 30)**. Any Captain expected to fly the Aircraft is to accept responsibility for the Aircraft prior to flight by completing a Captain's Acceptance Certificate. The Captain's signature certifies that:

- a. They have ensured that the MOD Form 700 Co-ordinator has signed at **Lines 16 to 18**.
- b. Where a Flying Requirement is indicated (**Line 14**) they have ascertained the nature of the requirement from the MOD Form 707B(AFRC).
- c. They are aware of the MOD SI and STI etc, state shown in the MOD Form 703A1 and Accepted Deferred Fault entries on MOD Form 704.
- d. They accept any limitations recorded on the MOD Form 703 (Limitations

Log) and the role state recorded on MOD Forms 706(Glider).

e. The Captain shall retain responsibility for the Aircraft during a student's first solo flight.

f. Should an Aircraft have not flown post completion of the Captain's Acceptance Certificates (**Lines 19 to 30**), the next available Continuous Charge box is to be annotated with "**NOT FLOWN**".

13. **Continuous Charge**. Between successive flights of a period of Continuous Charge:

a. The off-going Captain is to strike through remaining **Lines (19 to 30)** not completed if the Aircraft is placed Unserviceable.

b. The accepting Captain is to:

(1) Complete the appropriate Captain's Acceptance Certificate (**Lines 19 to 30**).

(2) Ensure that any MOD Form 705(SSR) entries have been undertaken.

(3) When **Lines 28 to 30** have been completed transfer the information on **Lines 10, 14 and 15** to the next column. Strike through **Lines 1 to 8, 11 to 13, 16 to 18** and enter against **Line 9** of the statement "**Continuous Charge**".

14. **Retention and Disposal**. MOD Forms 705(WLG) are to be retained in accordance with MAM-D Part 1, Chapter 2.3.

### **Role Equipment State - MOD Form 706(Glider)**

15. **General**. MOD Form 706(Glider) is used to record the Role Equipment state of the Aircraft. Provision is made to record 32 changes of state per sheet.

16. **Insertion and Removal**. When raising a new form enter the Aircraft Serial Number and next sheet number in sequence. After ensuring that the first block of the new form shows the current Aircraft state, the old form can be removed and disposed of iaw the instructions on MOD Form 799/1.

17. **Ballast Weights (BW)**. When the occasion arises, the MOD Form 706(Glider) is to be used to record when BWs are fitted/removed. A Maintenance Work Order (MOD Form 707B(IS)) is not required for BWs. The Captain is responsible for ensuring the crew weight is accurate and the correct number of BW has been calculated. The Aircraft Captain is to record the fitment/removal of the BW in the next available block by:

a. Entering BW in the '**Equipment**' block.

b. Entering the number of BW fitted/removed and total remaining in the '**State**' block. (eg 1 BW fitted, 2 Total BW in place or 2 BW removed, Nil Total BW in place).

c. Entering their name and signature in '**Signature/Name**' block.

d. Entering the time, day and month in the '**TDM**' field.

18. **Role.** The fitting and removal of Role Equipment is to be recorded on a Maintenance Work Order (MOD Form 707B(IS)). The supervisor is to complete the next available block on the MOD Form 706(Glider) by:

a. Entering the current Role Equipment state of the Aircraft.

b. Ensuring the basic weight and moment details (MOD Form 701(Viking)) are changed to reflect the current Role Equipment state.

c. Signing and printing their name in the '**Signature/Name**' block.

d. Entering the time, day and month in the '**TDM**' block.

e. Strikethrough previous '**Role Equipment State**' block.

19. **Retention and Disposal.** MOD Forms 706(Glider) are to be retained in accordance with MAM-D Part 1, Chapter 2.3.