Instructions for Use

Flying and Equipment Running Log - MOD Form 724(WLG)
Flight Servicing Certificate - MOD Form 705(WLG)
Continuous Charge Certificate - MOD Form 705C(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 700C 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 Commander.** After each series of flights, or at cease flying, the Aircraft Commander is to enter the required details on the next available line.

5. **Continuous Charge.** At cessation of a period of operating Continuous Charge, **the last Aircraft Commander** is to enter the required details on the next available line **from the entire Continuous Charge Period.**

Notes:

1. Flying times are reckoned as from take-off to last landing of a flight or period of Continuous Charge by one Commander.

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

6. **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)

7. **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.

8. **Insertion and Removal.** MOD Forms 705(WLG) are to be inserted and removed from the MOD Form 700C iaw the instructions for controlled forms on MOD Form 799/1.

9. **Commander's After Flight Declaration (Lines 1 to 3).** The Commander's after flight signature certifies the end of flying pending Flight Servicing, or transfer of responsibility for the Aircraft to the Maintenance Organization, 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.

10. **Flight Servicings (Lines 4 to 12).** On completion of any flight servicing the authorized person(s) undertaking the work is/are responsible for:

a. Cross referring 'Batt' **(Line 7)** to the appropriate MOD Form 706(WLG) entry where the current battery configuration is to be recorded. Reference will include sheet number and entry field, eg SHT: 123/03.

b. Signing the certificate **(Lines 10 to 11)** to certify that the flight servicing has been completed in accordance with the appropriate Flight Servicing Schedule.

c. Ensuring that the appropriate columns on MOD Form 705(SSC) have been completed.

11. **Flight Servicing Co-ordinator.** 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 8 and 9).**

b. 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.

c. Entering the 'Valid until TDM' in **Line 12.**

d. The Flight Servicing Co-ordinator is to certify, in **Lines 13 to 15,** that they have satisfied themself 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.

12. **MOD Form 700C Co-ordinator.** An authorized Co-ordinator is to certify, in **Lines 18 to 20,** that the Aircraft is in a fit condition and ready for flight. The MOD Form 700C 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 16 to 25** are to be ruled through. The MOD Form 700C Co-ordinator's signature certifies they are satisfied that:

a. There are no faults that will not be Aircrew Accepted, or 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 servicings are valid.

d. Any flying requirements are identified by SNOW in the 'Flying Requirements' Block **(Line 16).**

e. The last SNOW has been entered in the 'Last SNOW' Block **(Line 17).**

13. **Aircraft Commander's Acceptance Certificates (Lines 21 to 25).** The Aircraft Commander is to accept responsibility for the Aircraft prior to flight by completing the Aircraft Commander's Acceptance Certificate. The Commander's signature certifies that:

a. They have ensured that the MOD Form 700C Co-ordinator has completed **Lines 16 and 17** and certified at **Lines 18 to 20.**

b. Where a Flying Requirement is indicated **(Line 16)** they have ascertained the nature of the requirement from the MOD Form 707B(AFRC).

c. They are aware of the MOD and STI 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. They accept and have recorded the SNOW(s) on MOD Form 705(WLG) or MOD Form 705C(WLG) when fault(s) are deemed acceptable for the next sortie. In accordance with MOD Form 799/5, they must certify each Aircrew Accepted Fault on the Aircraft Maintenance Log (AML) by completing an entry in the 'Aircrew Accepted Fault' Box for each fault. In accordance with MOD Form 799/5, there is no requirement to complete the 'Aircrew Accepted Fault' Field or update MOD Form 707A when using MOD Form 705C(WLG).

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

g. Should an Aircraft be operated on continuous charge, the first Commander should enter **"YES"** in **Line 25** and ensure an associated MOD Form 705C(WLG) has been raised and entered into the MOD Form 700C.

14. **Continuous Charge.** Between successive flights of a period of Continuous Charge, the MOD Form 705C(WLG) is to be used.

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

Continuous Charge Certificate - MOD Form 705C(WLG)

16. **General.** During planned Continuous Charge ops, the MOD Form 705C(WLG) records the Aircraft Commander's acceptance of the Aircraft, and it makes provision, if required, for pre and post flight certification, for up to 4 crew changes during a Continuous Charge period. Allowance is also made for the next incoming Aircraft Commander to acknowledge and accept faults which are acceptable for the next anticipated flight and for the outgoing Aircraft Commander to provide a written log of acceptable faults.

17. **Insertion and Removal.** MOD Forms 705C(WLG) are to be inserted and removed from the MOD Form 700C iaw the instructions for controlled forms on MOD Form 799/1. The MOD Form 705C(WLG) is to be inserted in **Section 4** of MOD Form 700C, positioned immediately above the current MOD Form 705(WLG) - Flight Servicing Certificate.

18. **Insertion and Removal.** When Continuous Charge operations are required, the following procedure is to be carried out:

a. The first Aircraft Commander is to cross reference a MOD Form 705C(WLG) to the the MOD Form 705(WLG) sheet number and the column reference corresponding to the relevant flight servicing.

b. The first Aircraft Commander accepting the Aircraft for the first sortie of the Continuous Charge period should enter **"YES"** onto the MOD Form 705(WLG) at **Line 25.**

c. The first Aircraft Commander should record in the MOD Form 705C(WLG) 'Accepted Faults' Field, any SNOWs from the MOD Form 707A for faults being accepted. Faults identified during Aircrew Flight Servicing (AFS) may be accepted until the Aircraft is returned to the Maintenance Organisation. In accordance with MOD Form 799/5, there is no requirement to complete the 'Aircrew Accepted Fault' Field or update MOD Form 707A when using MOD Form 705C(WLG).

d. The Aircraft Commander should sign the Acceptance Certificate on MOD Form 705C(WLG).

e. When a crew change occurs during the Continuous Charge period, the incoming Aircraft Commander must accept the Aircraft, subject to a satisfactory verbal serviceability report from the outgoing Aircraft Commander, after completing the standard MOD Form 700C checks. This acceptance is recorded by completing the next Acceptance Certificate on MOD Form 705C(WLG).

f. The outgoing Aircraft Commander (having given a verbal report to the incoming Aircraft Commander and after the incoming Aircraft Commander has signed their acceptance of the Aircraft) is to:

(1) Enter any new acceptable faults and Aircrew Code from the MOD Form 799/5 **Table 1**, in the 'Accepted Faults' Field of the MOD Form 705C(WLG) and complete the adjacent After Flight Certificate.

g. On cessation of the Continuous Charge period, the last Responsible Aircraft Commander is to:

(1) Complete the After Flight Certificate in the MOD Form 705C(WLG).

(2) Transfer all faults noted on the MOD Form 705C(WLG) to the MOD Form 707A.

(3) Enter all flight details from the Continuous Charge period onto the MOD Form 724(WLG) - Flying and Equipment Running Log.

Note: Cessation of Continuous Charge is when:

1. Charge is transferred back to the Maintenance Organisation.
2. Scheduled Maintenance becomes due.
3. An After Flight Servicing becomes due.
4. A fault occurs, which is not acceptable to the next Responsible Aircrew Member.

19. **Retention and Disposal.** MOD Forms 705C(WLG) are to be retained and disposed of iaw MAM-D Part 1, Chapter 2.3.

Role Equipment State - MOD Form 706(Glider)

20. **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.

21. **Insertion and Removal.** When raising a new form enter the Aircraft Serial Number and next sheet number in sequence. The MOD Form 700C shall contain a minimum of two MOD Form 706(Glider); one for Battery configuration and one for Ballast Weight configuration, be annotated **"BATT"** or **"BW"** adjacent to the sheet number respectively. 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.

22. **Ballast Weights (BW).** The MOD Form 706(Glider) is to be used to record when BWs are installed/removed. A Maintenance Work Order (MOD Form 707B(IS)) **is not required** for BW configuration changes. The Aircraft Commander is responsible for ensuring the crew weight is accurate and the correct number

of BW has been calculated. The Aircraft Commander is to record the installation/ removal of the BW in the next available block by:

a. Entering **"BW"** in the 'Equipment' Block.

b. Entering the number of BW remaining in the Aircraft in the 'State' Block. (eg 0, 1 or 2).

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

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

23. **Battery Configuration (BATT).** The MOD Form 706(Glider) is to be used to record when battery configuration is changed or confirmed. A Maintenance Work Order (MOD Form 707B(IS)) **is not required** for battery changes, unless part of a broader maintenance task e.g. fault diagnosis. The relevant person is to record in the next available block by:

a. Entering **"BATT"** in the 'Equipment' Block.

b. Entering in the 'State' Block: [reason for change] / [batt ser no. in Position 1, using the middle 3 figures from the batt ser no.] / [batt ser no. in Position 2] eg **"BF/023/025"** (in this example, battery ser no's are SYN/023/LFP and SYN/025/LFP, changed during BF).

c. Using a Reason for change (**RFC**) code from **Table 2.**

d. Entering their name and signature in 'Signature/Name' Block.

Table 2

RFC	Description
AF	After Flight Servicing
BF	Before Flight Servicing
CC	Continuous Charge (under Commander's charge)
MISC	Miscellaneous (eg batteries removed for use elsewhere)
CHECK	Ad-hoc check, replacing a MOD Form 706(Glider) or correcting a discrepancy with MOD Form 706(Glider)

24. **Role Equipment.** If required, 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.

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