ANTILLES AIR BOATS, INC.

FLIGHT ATTENDANT MANUAL

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ANTILLES AIR BOATS, INC.

FLIGHT ATTENDANT MANUAL

RECORD OF REVISIONS

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THIS SHEET MUST BE IN FRONT OF THE MANUAL AND WILL NOT BE REMOVED AT ANY TIME.

MAR 10 1970

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1.1 GENERAL RESPONSIBILITIES AND DUTIES

A. Flight Attendants are carefully selected and trained from qualified applicants. Their primary function is one of safety, and therefore shall be thoroughly familiar with the operation of safety equipment, emergency evacuation and other pertinent procedures and instructions in the Flight Attendant Manual.

B. General Responsibilities & duties while on flight duty:

1. Board aircraft prior to departure announcement and check appearanceand supplies. Perform Pre-Flight Checklist.

2. Regulate seating of passengers in accordance with weight and balance requirements.

3. Take head count prior to each takeoff to insure that number of passengers on board tallies with passengers manifested and that each passenger over the age of two years has available a seat and seat belt.

4. Check compliance with "Fasten Seat Belt" and "No Smoking" signs.

5. Make passenger announcements as directed.

6. Insure that carry-on baggage (i.e., other than magazines, books, handbags, briefcases, cameras, etc.) is properly stowed---in baggage compartment, under seats, or otherwise secured to prevent potential hazard. It msut not obstruct aisles, exits or view of required signs.

7. Insure compliance with instructions in manual regarding passengers drinking, carriage of guns and FM radios aboard aircraft.

8. Administer first aid when required.

9. Perform enroute grooming of aircraft as directed.

10. Operate airstair door in accordance with prescribed procedures.

11. Report any deficiencies or malfunctions noted to flight crew for correction or entry on "squawk sheet."

C. Flight attendants are also expected to develop good public relations with passengers as follows:

1. Proper passenger handling techniques.

2. Answering passenger questions and complaints.

3. Identifying points of interest.

4. Initiate conversations in friendly manner.

5. Taking care of sick passengers and relieving discomfort.

6. Greet passengers as they board and deplane.

7. Assist elderly and invalid persons or mothers with babies.

8. Watch personal appearance and grooming.

D. "No Smoking" Sign

In order to standardize the use of the "No Smoking" sign, the following procedure will be used:

1. The "No Smoking" sign will be turned off by the pilot shortly after takeoff.

2. The "No Smoking" sign will be turned on prior to landing.

3. The Flight Attendant will close door between cockpit and the most forward passenger caryying compartment when the "No Smoking" sign is turned off after takeoff. He will open and secure this door when "No Smoking" sign is turned on before landing.

E. Cockpit

The Flight Attendant will not allow anyone to enter the cockpit without authorization from the Captain.

1. The door between the cabin and forward passenger carrying compartment will remain closed at all times except during takeoff and landing.

2. When Company employees on official business, or FAA authorities have an occasion to enter the cockpit during flight or to ride in the cockpit jump seat, an explanation will be given to curious passengers who may ask.

3. Some passengers may become curious when a jump seat rider in uniform occupies a seat in the passenger compartment. If they ask, advise the passengers that a full crew is in the cockpit, and that the extra crew member is not a member of the regular crew.

F. Passenger Operated Electronic Devices

All Passengers should be advised not to operate electronic devices, such as portable FM radios, recordrs, etc., during flight. Such equipment may radiate signals and thus act as a miniature broadcasting station. Ouite often, these signals are strong enough to interfere with our electronic system, causing the navigational instruments to give incorrect readings. AM radios and dictating machines are OK.

G. Additional Duties and Responsibilities

Refer to Chapter 2 of this Manual for additional duties and responsibilities which relate directly to the aircraft. These are set forth in sections 2.3, 2.4, 2.5 and in sections 5.0.4, 5.2.17 and 6.0.4 of the approved Airplane Operating Manual, which are incorporated in that chapter.

1.2 SAFETY PRECAUTIONS

A. Seat Belts

1. In checking passengers' seat belts, the Flight Attendant will display a desire to aid the passenger in fastening them --- using a phrase such as "May I help you fasten your seat belt?" Often the passenger will have already fastened his, and the Flight Attendant will acknowledge this with a nod or "Thank You."

2. Please refer to PA SYSTEM section of this manual for FAA required seat belt announcements.

3. Pilots are instructed to turn on the "Fasten Seat Belt" sign during turbulence, before and during landings, and during takeoffs. It is the duty of the Flight Attendant to be aware of the "Fasten Seat Belt" sign, and to see that the passengers have their belts fastened as quickly as possible after the light is turned on.

4. The Flight Attendant will have his seat belt fastened during landings, takeoffs and at those times when it is very turbulent enroute.

5. In addition, seat belt must be fastened over sleeping passengers and those expressing a desire to sleep.

6. Approximately 5 minutes before landing, the Flight Attendant will recheck to see that all seat belts are fastened. The sign should appear five minutes before landing.

7. In any case where a passenger refuses to have his belt fastened, the Flight Attendant will inform the Captain immediately.

B. Flight Attendant Seat

During takeoffs and landings, Flight Attendant will occupy one of the rearmost seats. He will assure that one of these seats is available for himself when seating passengers.

C. Firearms

The FAA restricts the carriage of firearms aboard air carrier aircraft. Following, is an exerpt from CAR #SR-448:

"...except for employees...of municipal, State or Federal governments who are authorized or required to carry arms, and except for...such other persons as may be authorized by an air carrier, no person, while aboard an [air carrier] aircraft...shall carry on or about his person a deadly or dangerous weapon either concealed or unconcealed.

D. Visible Fluid Lighters

The following information is quoted from an FAA advisory regarding hazards associated with in-flight use of "Visible Fluid" type cigarette lighters:

"Several occurances of lighter fires in flight have been brought to the attention of the Agency indicating that with an increase in altitude, fluid from the chamber seeps into and floods the wick area or, prior to ignition, the user presses a valve allowing fluid to spurt into the wick area. This action with the pressure buildup in the fluid compartment due to the increase in altitude causes the lighter to flood. When the lighter is ignited, a fire of such magnitude occurs that the user is surprised and sometimes frops the burning lighter, causing a very serious fire hazard. This is an occurrence that has happened in flight aboard both airline and general aviation aircraft.

"The seriousness of such an occurrence is obvious; and although the manufacturers of such lighters publish warnings regarding their use at altitude, the user does not alway remember the warning or understand the potential hazard. Flight attendants or crewmembers observing passengers preparing to use this type of lighter in flight should caution them against their use."

Offer them a book of matches in lieu of the lighter.

1.3 PASSENGER HANDLING - GENERAL

A. General

1. Since Antilles Air Boats derives all of its revenue from passenger travel, it is fitting that it maintains and builds further its reputation for sering passengers effectively and with personalized duties in such a manner that the passenger is convinced that we offer him the safest, fastest and most pleasant travel available in this area. It is understood that courtesy, business and efficiency as well as consideration of each passenger's needs are qualities necessary to establish AAB service in the minds of the public.

2. Complete and authentic information shall be given passengers at all times without exception. Information regarding the Company's regulations and policies must be given exactly; thereby establishing confidence The reasons for these regulations and policies and those of the CAB and the FAA shall be explained whenever possible, especially when a specific regulation prevents the granting of a request.

3. Passengers shall be treated as individuals. It will be borne in mind that passengers are of all different ages, social positions, business connections and temperaments and that each shall be dealt with tactfully, pleasantly and in a manner which displays individual interest without the use of "typed" speech.

4. The individuality and efficiency of a Flight Attendant will be expressed by the manner in which he avails himself of opportunities to render service to passengers. Of principle consideration will be the maxim "never do for one passenger what cannot be done for all." AAB service is intended to be uniform and of an equality that will avoid comments of partiality or discrimination.

5. The Flight Attendant will make himself available for service at all times possible. Trips through the cabins every few menutes on definite pretexts (such as adjusting ventilators) will give the Flight Attendant a chance to observe passengers for any service opportunities. This will be done with finesse so that passengers are not aware that they are being observed. As much as possible, the Flight Attendant's time will be divided equally among all passengers, and though there will be exceptions to this, he will not unnecessarily spend an abnormal length of time with one passenger to the detriment and inconvenience of another.

6. The Flight Attendant will face passenger when offering a service and will be careful not to present an unbecoming posture to any other passenger when doing so. He will not sit on the floor when conversing with passengers. Posture and appearance will be especially borne in mind.

7. All services will be offered in a gracious, hospitable manner, always bearing in mind that the passengers are AAB's guests and will be treated as such. The Flight Attendant has the greatest opportunity to gain good will and re-sell AAB by his abilities as a Flight Attendant in handling AAB's guests.

8. The Flight Attendant will always tell passengers the name of the station at which they are arriving and give the necessary pre-landing information.

9. Passengers will be impressed by friendly business-like relationships among flight crew personnel. Due to the close coordination of flight crew and agents, it behooves each to assist the other in rendering fully any passenger service within the abilities of AAB.

10. The employee will be expected to use his best judgement in meeting any situation for which there is no existing regulation, and will bear in mind that it is through the intelligent judgement and executing of Company regulations that the reputation of AAB has been established.

1.4 PASSENGER HANDLING - SPECIFIC

A. Infants

Parents with babies will be seated where they can receive the best assistance. It may be well to seat a passenger with an infant in the front double seat where they will have room.

B. Drinking of Alcoholic Beverages aboard the Aircraft

1. Federal Aviation Regulation 121.575 specifies that:

"a. No person may drink any alcoholic beverage aboard an aircraft unless the certificate holder operating the aircraft has served that beverage to him.

"b. No certificate holder may serve any alcoholic beverage to any person aboard any of its aircraft if that person appears to be intoxicated.

"c. No certificate holder may allow any person to board any of its aircraft if that person appears to be intoxicated.

"d. Each certificate holder shall, within five days after the incident, report to the Administrator the refusal of any person to comply with paragraph a of this section, or of any disturbance caused by a person who appears to be intoxicated aboard any of its aircraft."

2. The FAA has requested that all violations of the above regulations be reported. These reports should be supported by statements from other passengers, crew members or any other individual witnessing the violation.

3. The Flight Attendant who observes a passenger consuming an alcoholic beverage from his own bottle while aboard a flight will proceed as follows:

a. In a calm, quiet voice, he will inform the offending passenger that he is violating a federal law, which prohibits a passenger from drinking from his own bottle aboard an air carrier aircraft.

EXAMPLE: "Sir, it is my duty to inform you that Federal Aviation Regulations forbid the drinking of Alcoholic beverages on an aircraft unless served by the air carrier."

b. Notify Captain, as applicable.

1.4 PASSENGER HANDLING - SPECIFIC (cont.)

C. Passenger Announcements

1. Passenger Address System

a. General

(1) The Passenger Address System, in flight, is one of our most effective service tools. With its use, we assure passengers of a more interesting and informative journey. We answer questions that passengers are too reserved to ask. We explain conditions peculiar to air transportation and deviations from normal operations. In this, we promote greater confidence in our service.

(2) Because our in-flight passengers are a "captive audience," experience has shown that the PA System has mixed acceptance. Therefore, it will be our policy to make the use of the PA as pleasing as possible to those who like it and to make it as little irritating as possible to those who basically object to it.

b. General Operation of the System

(1) To operate PA, certain cockpit switches must be on. If PA is not on during Flight Attendant preflight check, request Captain to turn on necessary switches.

(2) Voice volume should be louder during preflight check to compensate for later engine noise and dampening effect of passenger occupancy of passenger compartments.

(3) Automatic volume control that is regulated to ground volume (for taxiing and take-offs) and flight volume (at cruising altitudes) is included in the installation. When the gear is retracted, the PA system automatically switches to flight volume.

c. Coordination between Pilots and Flight Attendant

(1) Any information with regard to the operation of the flight, weather conditions and mechanical problems that is announced by the Flight Attendant will first be cleared with the Captain. Flight Attendant should preface announcement with "Captain Jones informs me, etc."

1.4 PASSENGER HANDLING - SPECIFIC (cont.)

C. Passenger Announcements (cont.)

1. Passenger Address System (cont.)

d. Technique

(1) Operation of Hand Microphone

(a) Depress button on hand microphone to speak. A click should be heard, indicating that the PA is on and volume is loud enough.

(b) Hold microphone parallel to mouth, approximately 1/2" from lips (rest top of mike on end of nose).

(c) Speak directly into mike in a normal voice. However, some volume levels of the system vary and it may be necessary to raise or lower the voice accordingly.

(d) Replace mike firmly in holder when announcement has been completed.

(2) General

(a) Check operation of PA System before passengers board. Request crew to turn on necessary switches.

(b) Organize thoughts. Phrase remarks simply and understandably. Until Flight Attendant is completely at ease, write down announcements before giving them over the PA.

(c) Keep microphone in front of mouth. If head is turned, while speaking, announcement will fade.

(d) Do not make announcements during engine run-up or climb. (noise competition is to great).

(e) Do not cup hand around mike. There is a small noise canceling device that, when covered, may cause squeal.

(f) Pretend you are talking to one person (such as best friend).

(g) Enunciate each word clearly.

(h) Keep rate of spped constant and slower than usual.

(i) If PA has feedback, Flight Attendant should cange his position and face another direction.

(j) If system is faulty, advise Captain to enter notation in the "squawk sheet."

1.4 PASSENGER HANDLING - SPECIFIC (cont.)

C. Passenger Announcements

1. Passenger Address System (cont.)

e. Announcements

(1) Everyone's manner of speaking is not the same; announcements must be sincere, friendly, well thought out. Announcements done in a flat "reading" type voice are monotonous and boring to the passenger - and to you. Use a natural, conversation like voice, changing tone and emphasis as necessary to avoid the "reading" type announcement. The timing for routine announcements (taxi and before landing) should be generally adhered to. Strive for originality in wording all announcements.

(2) Vary openings and closings to avoid repetitions.

(3) Be cautious in using humor. Passengers may disagree on what is funny.

(4) Avoid technical words - AAB, ETA, etc.

(5) Use the wordage most natural to you.

(6) Do not use the PA for instruction or information to an individual passenger - e.g. "Mr. Brown, your seat belt needs fastening."

(7) Use good judgement.

f. Sample Announcements - General

(1) Before Takeoff

The FAA requires that passengers be briefed as follows prior to takeoff: (FAR Part 121.571)

"Before each takeoff, each certificate holder operating a passenger-carrying airplane shall insure that all passengers are orally briefed by the appropriate crewmember on:

Smoking
The use of seat belts
Location of emergency exits.

In addition, "each certificate holder shall carry on each passenger carrying airplane, in convenient locations for use of each passenger, printed cards supplementing the oral briefing and containing:

1.4 PASSENGER HANDLING - SPECIFIC (cont.)

C. Passenger Announcements

1. Passenger Address System (cont.)

f. Sample Announcements - General

(1) Before Takeoff (cont.)

Diagrams of, and methods of operating, the emergency exits, and other instructions necessary for use of emergency equipment."

Your passenger announcement should contain the following:

(a) Greeting
(b) Welcome aboard
(c) Apology for inconvenience - when appropriate
(d) Flying altitude to next stop
*(e) Emergency Instruction Cards
*(f) Location of Emergency Exits
*(g) The use of Seat Belts
*(h) Smoking
(i) Closing

* REQUIRED BY FAA

(2) Before Landing

*(a) Seat Belts on
*(b) No smoking
*(c) Caution to remain seated
(d) Pleasant Closing

g. Sample Announcement - Before Takeoff

"Good afternoon, ladies and gentlemen, this is your Flight Attendant (Steward), _____. Welcome aboard Antilles Air Boats PBY service to _____. The flying time to ___(city)___ will be approximately _____minutes. We will be cruising at an altitude of _____.

"The Federal Aviation Administration has requested that all airlines stress certain safety items; therefore, we would appreciate your taking a few moments to read the emergency instruction card which is located at the front of your compartment.

"This aircraft is equipped with clearly marked emergency exits in each passenger compartment. An emergency exit door is also located in the baggage compartment area forward of the formost passenger compartment.

C. Passenger Announcemnts

1. Passenger Address System

g. Sample Announcement - Before Takeoff (cont.)

"For your comfort and convenience, we suggest that you keep your seat belt fastened in flight, although you may unfasten them when the Seat Belt sign is off.

"Please observe the "No Smoking" sign in the front of your compartment."

"If there is anything I can do to make your flight on Antilles more enjoyable, please do not hesitate to call upon me."

h. Sample Announcement - Before Landing

"We are now approaching _____. Please observe the 'Fasten Seat Belt' and 'No Smoking' signs. For your comfort and safety, please remain seated until the aircraft has come to a complete stop on the ramp (or at the dock). May I remind you to check around your seats for personal belongings.

"We have certainly enjoyed having you aboard, and hope that you will fly with us again soon, and often.

"Please watch your step while deplaning.

"Thank you."

i. Use of PA System in Irregular Operation

The PA is of invaluable aid when irregularities occur. It is the policy of the Company that passengers be informed of any irregularity. The Captain will clear all such announcements before they are given. Credit the Captain as the source of your technical information. For example:

Thunderstorms: Explanation of any thunderstorms to be encountered, possibility of rough air and plans to avoid same.

Mechanical; Information on any mechanical difficulties and problems that the passenger would see but wouldn't know the reason for.

Emergency Situations: The PA is of great help in giving instructions to all of the passengers at once.

1.4 PASSENGER-HANDLING - SPECIFIC (cont.)

C. Passenger Announcements

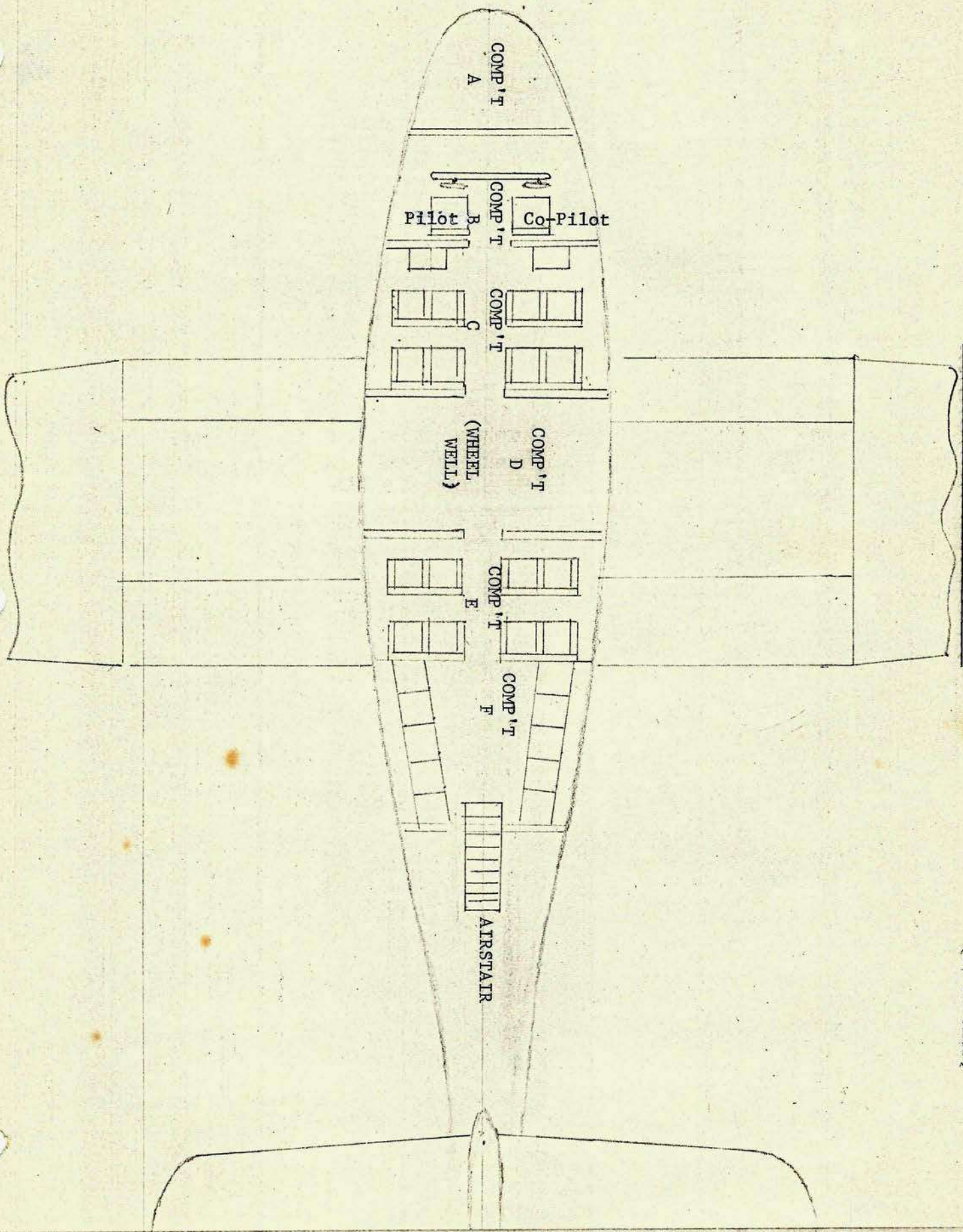
2. Announcements when no PA System is Available

a. Before Takeoff

Announcement is to be made in each passenger compartment and is to consist of the starred items (at least) in section f. (1) of this part.

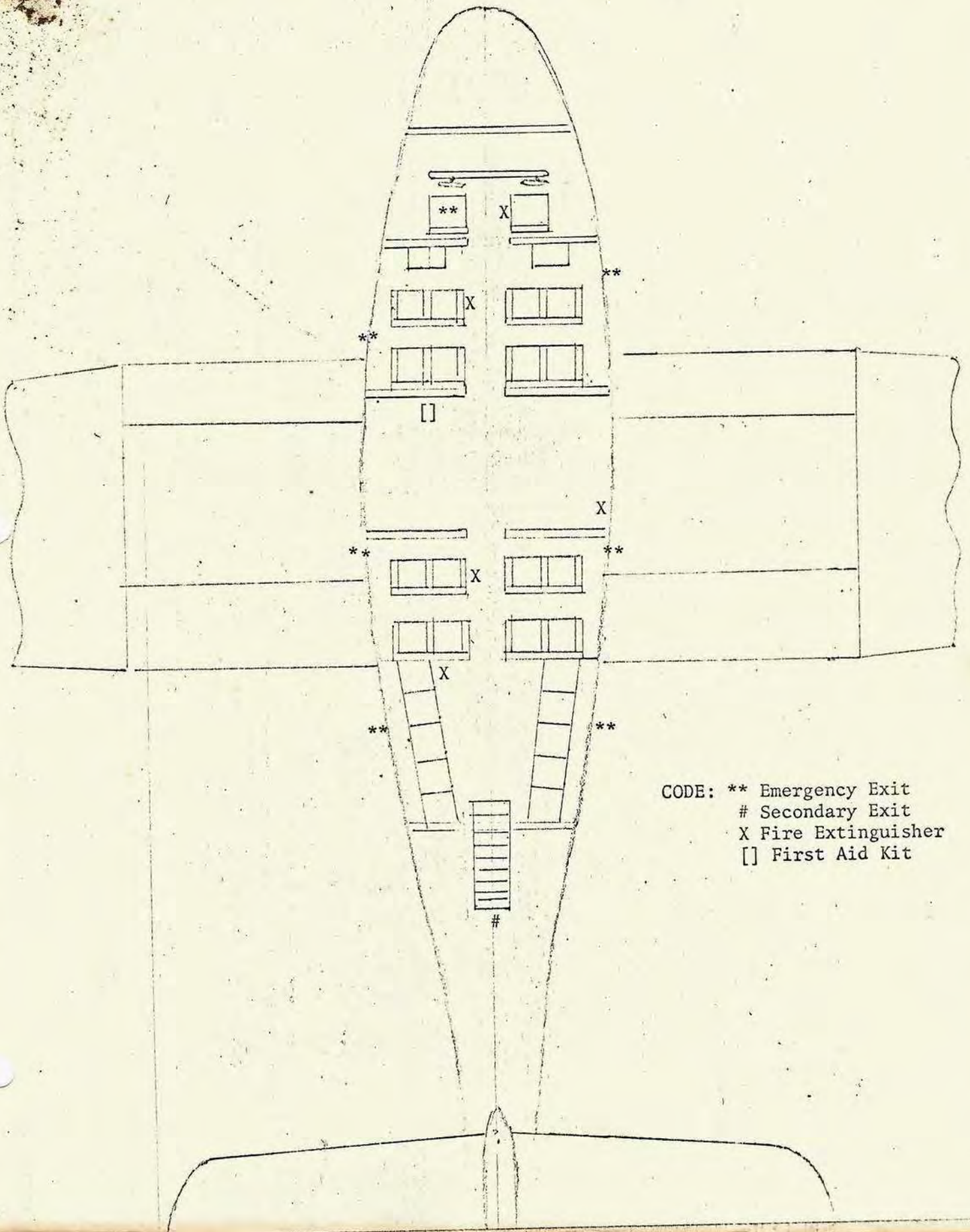
b. Before Landing

Announcement is to be made in each passenger compartment and is to consist of the starred items (at least) in section f. (2) of this part. Flight attendant is to check for seat belts fastened and compliance with no smoking sign as he passes through each compartment.



AIRCRAFT - GENERAL ARRANGEMENT

(CV 28-5ACF)



CODE: ** Emergency Exit
Secondary Exit
X Fire Extinguisher
[] First Aid Kit

ANTILLES AIR BOATS, INC.
ST. THOMAS, U.S.V.I.

2.3

PBY-5A & SUPER CATALINA

FLIGHT ATTENDANT CHECK LIST

BEFORE FLIGHT

_____1. CHECK GROUND CREW CLEANUP (ASHTRAYS, ETC.)

_____2. CLEAN WINDSHIELD

_____3. CHECK BILGES &/OR PLUGS

_____5. CHECK EMERGENCY EXITS & SECURE

_____6. CHECK BLKHD DOORS, AIR-STAIR (LUBE IF NEC.)

_____7. CLEAN PILOT SEATS

_____8. CHECK SMOKING/SEAT BELT/ EXIT LIGHTS; FANS FOR OPERATION.

END OF DAY

_____1. HAVE SHIP WASHED - IN & OUT

_____2. OIL FLIGHT CONTROL HINGES IN COCKPIT.

_____3. REPORT ANY DISCREPENCIES (LEAKS, MISSING EQUIP.; ETC.)

REMARKS:_____

_____

MUST BE ON BOARD

_____1. BOW LINE & BOAT HOOK

_____2. FIRE EXTINGUISHERS - 5

_____3. MAIN GEAR LOWERING BAR

_____4. NOSE GEAR LOWERING BAR

_____5. WOBBLE PUMP HANDLE

_____6. NOSE DOOR BAR

_____7. HAND BILGE PUMPS

_____8. ANCHOR & LINE

_____9. LIFE PRESERVERS - EACH SEAT 32 TOTAL (SUPER & PBY)

____10. AIRSICKNESS BAGS - 1 EACH SEAT

____11. FIRST AID KIT

____12. WATER - 2 THERMOS

____13. PAPER TOWELS - 2 ROLLS

____14. CAPT.'S COFFEE, AS NECESSARY

____15. EVACUATION ROPES

____16. FULL DEODERIZER UNITS

_____

DATE:_____

_____
FLIGHT ATTENDANT

Date of Last Revision - 12/10/69

MAR 10 1970

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3/19/69

DUTIES AND RESPONSIBILITIES

2.4

FLIGHT ATTENDANT

PBY-5A & SUPER CATALINA

BEFORE EACH FLIGHT

1. TAKE ABOARD BAGGAGE AND TIE DOWN
2. ASSIST IN SEATING PASSENGERS
3. AIR VENTS CHECKED
4. AFT HATCHES* CLOSED
5. SECURE AFT
6. PASSENGER ANNOUNCEMENT
7. WHEEL LOCKS UP AND CHECKED
8. ANNOUNCE NUMBER OF PAX, CARGO
9. ~~CAST OFF BOW LINE AT CAPT'S COMM.~~

DURING FLIGHT

1. AIR VENTS OPEN
2. PASSENGER COMFORT
3. ~~CAPTAIN'S COFFEE~~

BEFORE LANDING

1. VISUAL CHECK - GEAR UP
2. DOORS AND VENTS CLOSED

AFTER LANDING

1. BLISTER* OPEN
2. ASSIST PASSENGERS
3. HELP UNLOAD BAGGAGE
4. CLEAN INTERIOR
5. DISINFECT SEATS
6. SEATBELTS REPLACED
7. AIRSICKNESS BAGS
8. WASH WINDSHIELD

* or AIRSTAIR

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2.5 FLIGHT LOADING AND UNLOADING PROCEDURES

SUPER CATALINA, N5584V

I. LOADING

A. Baggage

All baggage is loaded in the bow section of the aircraft. Two ramp men and the flight attendant will proceed to load all baggage ten minutes before flight time. One ramp man will be stationed on the dock by the loaded ramp cart. The other will be stationed in the bow compartment and the flight attendant will be stationed at the bow.

B. Passengers

The flight attendant obtains the number of passengers to board the aircraft from the ticket office and takes his station at the blister door of the aircraft in order to greet the passengers and to direct their seating. He will instruct them to watch their heads and steps and to seat themselves foreward in accordance with the loading schedule for that flight. The flight attendant will find that he will want to keep the blister compartment clear of passengers as much as possible, since there is a great deal of noise there and the compartment tends to get very warm. If a passenger, however, especially wants to sit in the aft compartment, he will be allowed to inasmuch as is allowed by the loading schedule for that flight. As the last passenger boards the aircraft, the flight attendant closes and secures the blister door.

C. After Loading

After all passengers are aboard, the flight attendant passes through the aircraft, checking to see that all seat belts are fastened and assisting passengers if they are not. He also instructs them to observe the 'No Smoking' sign. At this time, he also instructs the passengers of each compartment in the location and use of emergency equipment and exits. As he passes through the wheel well compartment, he checks the wheel locks to make sure that they are secure. He then informs the Captain of the number of passengers aboard, that the wheel locks have been checked and that all is secure aft. He then stands by to cast off the bow line, if necessary. After he has finished he will return to his assigned seat in the aft compartment. He checks, as he goes, seat belts, passenger comfort, etc.

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FLIGHT LOADING AND UNLOADING PROCEDURES

2.5

SUPER CATALINA - N5584V

II. UNLOADING

A. Before Unloading

The Flight Attendant proceeds to open the blister door as soon as possible so that there is a flow of air in the aircraft. The Co-Pilot takes his station on the wing, unless a bow line is used, in which case he will be responsible for catching and securing it.

B. Passengers

After the aircraft is securely docked and the steps are in place, the Flight Attendant returns to the blister and assists the passengers in disembarkation, requesting them to take their time and to watch their heads and steps.

C. Baggage

Two ramp men and the Flight Attendant pass the baggage from the bow compartment to the ramp cart stationed on the dock.

D. After Unloading

The Flight Attendant sprays all seats with disinfectant, checks and arranges all seat belts by crossing them across the seats, and makes sure that air-sickness bags are readily available for all passengers. At this time, he is ready to start loading procedures for the next flight.

2.6 EXTRACTS FROM THE APPROVED AIRPLANE OPERATING MANUAL

The following pages are extracted from the CV 28-5ACF Airplane Operating Manual for your information. You will find not only information about the aircraft included, but also operating procedures directly relating to the aircraft not mentioned elsewhere in this Manual.

Sections to be considered part of this Manual are so indicated by a star which is placed beside the section number or letter.

1.0 GENERAL

The 28-5ACF is a two engine amphibian with a flying boat hull, 63 feet 10 inches long, equipped with retractable tricycle landing gear. It is powered by two Wright model R2600-20 or -29A engines.

1.0.1 DIMENSIONS AND AREAS

A. General

Span	104 feet
Length (overall)	63 feet 10 inches
Height	22 feet 5-1/8 inches

B. Wings

Area (less ailerons)	1300 sq. feet
Ailerons (Total)	100 sq. feet
Root Chord	15 feet
Tip Chord	10 feet

C. Stabilizer

Span	30 feet 6 inches
Maximum Chord	8 feet 7 inches

D. Hull

Width (Maximum)	10 feet 2-1/2 inches
Height (Maximum)	8 feet 4 inches

E. Tread

From center of tire to center of tire	16 feet 9 inches

F. Turning Radius

1.1.0 HULL

The hull is an all metal stressed skin structure built around a keel and reinforced longitudinally by stringers and laterally by beltframes and bulkheads. It consists of a main structure and a superstructure. A pilot's enclosure and the landing gear wells are located in the main structure.

The hull is divided into seven major compartments. The nose of the hull is used as the forward cargo compartment "A" and immediately aft is the pilot's compartment "B" which extends aft as far as bulkhead 2. The forward passenger/cargo compartment "C" is aft of the pilot's compartment and extends to bulkhead 4. Radio equipment is installed forward in this compartment.

1.1.1 CARGO COMPARTMENT FIRE PROTECTION

A. General

All cargo compartments are accessible to crew members during flight and hand fire extinguishers are readily available for use in the event of cargo fire.

B. Detection

1. Compartment "A"

Since a possible fire in this compartment can be detected by the flight crew while at their stations, no detection equipment is installed. However, a light is installed to aid in the observance of smoke.

1.1.2 AIRSTAIR

A ramp-type passenger door hinged at its forward end is installed in the bottom of the tail boom immediately aft of Station 7. Integral steps form part of the door structure, and a handrail is installed on the right side.

Spring-loaded counterbalances are incorporated in the hinges to facilitate opening and closing.

The Airstair lock consists of a heavy tapered bolt operated by an electric actuator. In the LOCKED position, the bolt projects through the door structure at the aft end, holding the door securely in place against a watertight seal on the door frame.

A microswitch located at the aft end of the Airstair closes to illuminate an "Airstair Unsafe" indicator on the main instrument panel whenever the door is not locked securely in the closed position.

CAUTION: AIRSTAIR IS NOT CONSIDERED AN EMERGENCY EXIT BECAUSE IT CANNOT BE OPENED IN THE EVENT OF POWER FAILURE.

1.1.3 CARGO DOOR - FORWARD

A cargo door is located in Compartment "C" between Stations 2 and 3 on the left hand side.

A geared lock mechanism operates six adjustable dogs which engage three striker plates on each side of the door to lock it securely closed. The mechanism travels "over center" in the locked position so that locking forces resist movement of the mechanism toward the unlocked position. Additional security is provided by a safety strap which is attached to the lock handle after the door is closed.

A microswitch installed at the aft side of the door frame closes to illuminate a "Cargo Door Unsafe" indicator on the main instrument panel whenever the door is not locked securely in the closed position.

1.1.4 UNASSIGNED

★ 1.1.5 DOME DOORS

"Sun Domes" (converted waist-gun blisters) on both sides of Compartment "F" are equipped with doors for passenger boarding or deplaning.

These doors are hinged at the top and secured at the bottom by bolts on each side actuated by a common handle at bottom center of the door. A spring-loaded safety catch prevents inadvertent opening and must be released by pulling a knob adjacent to the door lock handle, and holding it our while turning the handle to open or close the door.

A microswitch installed at the bottom of each door frame closes to illuminate a ("Left" or "Right") "Dome Door Unsafe" light on the main instrument panel whenever the lock bolt is not fully engaged.

★ 1.1.6 EMERGENCY EXITS

A. General

Each passenger compartment has one or more exits which may be used for evacuation in an emergency.

All exit doors OPEN OUT.

All exit door handles must be TURNED TO OPEN.

Each exit is plainly identified and placarded with specific instructions for opening.

B. Emergency Exit Lighting

Each exit is provided with illumination powered by batteries independent of the aircraft electrical system.

Exit lights will operate automatically in the event of a crash landing or other sudden deceleration and willcontinued to operate when so activated. They are also operable manually.

Each exit light is a self-contained unit including dual bulbs, batteries, impact switch, relay and manual switch.

C. Evacuation Ropes

An evacuation rope is installed adjacent to each emergency exit in Compartment "E" and "F." Each rope is securely attached to the aircraft structure and is readily accessible for immediate use.

NOTE: Exits in Compartment "C" are sufficiently close to the ground to eliminate need for evacuation ropes.

D. Exit Locations

Exit locations are specified in Table 1-1.

EXIT LOCATIONS					
	Compartment C		Compartment E	Compartment F	
Airplane No.	Cargo Door	Emer. Exit	Emergency Exit	Cargo Door	Dome Door
~~N31235~~	~~LEFT~~	~~Right Rear~~	~~LEFT ONLY~~		~~L & R~~
N5584V	LEFT		RIGHT ONLY		L & R
~~N4760C~~	~~RIGHT~~		~~LEFT ONLY~~	~~L & R~~	
N2763A	RIGHT	Left Rear	LEFT & RIGHT		L & R

Table 1-1

E. Compartment Locations

The compartment between bulkhead 4 and 5 is the wheel compartment "D." The main structure of the superstructure is built around the upper portion of these bulkheads and is not removable. Inverters and the generator voltage regulators and reverse current relays are installed in the starboard void compartment. The RTS-1-B transmitter/receiver is installed in the port void compartment. The emergency gear for lowering the floats and landing gear is stowed on the bulkheads.

Passenger quarters occupy the compartments between bulkheads 5 and 6, and 6 and 7. These two compartments are also known as "E" and "F" respectively. The tail compartment is located aft of bulkhead 7 and may be referred to as "G."

The stern portion of the hull tapers to a point in a horizontal plane, and sweeps upward vertically to form a dorsal fin, which becomes the lower section of the vertical stabilizer.

The seven major compartments can be sealed into 5 independent hull compartments by closing watertight doors at bulkheads 2,4,5, or 6, and 7.

There are eight fuselage entrances: The bow hatch, an emergency exit in the overhead of the pilot's compartment, the cargo door in "C" compartment, an emergency exit on the port side of "E" compartment, the 2 cargo doors or blister doors in "F" compartment, and the Airstair door in "G" compartment.

equipped with a "curly cord" it may be removed from its bracket for use when necessary.

The spotlight switch is incorporated in the rheostat on the end of the light. The circuit breaker is located on the main electrical control panel.

20. Airstair Lock Actuator

The locking bolt for the Airstair is operated by an electric motor-driven linear actuator located in the bottom of the tail boom aft of the airstair opening.

Power is supplied to the actuator through an "Airstair Power" toggle switch located on the main electrical control panel. This switch must by closed or "ON" in order to energize the actuator in either the "Open" or "Close" direction.

The actuator may be energized to open the door by means of either of two switches. A two-position momentary-contact toggle switch inside of the Airstair compartment, or a momentary-contact push button switch accessible from outside the aircraft may be held closed to operate the actuator. The circuit will be broken by action of limit switch on the actuator if either of the manual switches is held closed after the bolt is retracted.

When the door is closed and held upward against its seal, it operates a microswitch to energize the actuator in the opposite direction to drive the bolt into the LOCKED position. A limit switch on the actuator opens this circuit after the bolt is fully engaged in the door.

The Airstair circuits are protected by a circuit breaker on the main electrical control panel.

21. Inverter Control

Each of the two inverters is controlled by two relays which, in turn, are controlled by a single three-position continuous-contact toggle switch on the main electrical control panel. When this switch is placed in the ON position for No. 1 or No. 2 inverter, it directs current to the control relays for the inverter selected, causing them to close. The input relay energizes the inverter motor circuit and the output relay connects the A.C. circuits to the distribution system. Since the relays for the other inverters are not energized, they remain open preventing a feedback of A.C. into the inoperative unit.

Input and output circuits are protected by circuit breakers located on the right side og bulkhead 4 in Compartment "C." The control circuit is protected by a breaker on the main electrical control panel.

★5.0.4 FLIGHT ATTENDANT'S DUTIES

A. Assist in loading and unloading aircraft.

B. Regulate seating of passengers in accordance with weight and balance requirements.

C. Take head count prior to each takeoff to insure that number of passengers on board tallies with passengers manifested and that each passenger over the age of 2 years has available a seat and seat belts.

D. Check compliance with "Fasten Seat Belt" and "No Smoking" sign.

E. Make passenger announcements as directed.

F. Insure that carry-on baggage is properly stowed.

G. Insure compliance with instructions in General Operations Manual regarding passengers drinking, carriage of guns and FM radios aboard aircraft.

H. Perform enroute grooming of aircraft as directed.

I. During fueling operations with passengers aboard, orally inform passengers of fueling and request not to smoke, or turn on "No Smoking" sign.

J. Report any aircraft deficiencies or malfunctions noted to flight crew for correction or entry on "squawk" sheet.

K. Perform visual checks of main landing gear locks prior to landing when there is no indication of malfunction.

L. Perform "wing-walking" required when docking at seaplane facilities.

5.1 CHECK LISTS - NORMAL

5.1.1 GENERAL

A. ★Check lists are brief reminders of specified operating procedures. Refer to Section 5.2 of this Chapter for detailed specifications of operating procedures related to each section of the check lists.

★B. Preflight checks should be conducted as early as possible and notification of any unserviceable item given to the Captain, Maintenance Department and Flight Superintendent so that necessary repairs and/or schedule adjustments can be made.

C. Cockpit check lists will be used in accordance with the following instructions:

5.2.17 FLIGHT ATTENDANT'S PROCEDURES

A. General

Only those procedures which are normally performed solely by the Flight Attendant are specified in this Section.

Flight Attendants will follow procedures specified elsewhere in this Manual when required for fulfillment of their general duties and responsibilities.

B. Passenger Announcements

1. General

(a) Passenger Announcements will be made in each compartment as the Flight Attendant is performing the seat belt check. The announcement will consist of the following information:

1. Duration of flight
2. Location of life vests
3. Location and operation of emergency exits on the aircraft
4. To observe the no smoking and please fasten seat belts signs.

C. "Fasten Seat Belt" and/or"No Smoking" Check

Make a visual check to see that all cigarettes are extinguished and/or each passenger's seat belt is properly fastened:

1. Before each takeoff

2. During flight if "Fasten Seat Belt" and/or "No Smoking" sign is turned ON, and

3. Before each landing.

D. Performing daily check list before and after each flight and at the end of each day of flight, as applicable. Daily Check Lists are to be signed off and filed for the period of one month.

E. Making a visual check of the wheel locks in the wheel well compartment before each takeoff.

b. Re-adjust Carb Heat to maintain 15° C. carburetor air temperature.

5.3.5 PITOT HEATERS

A. Place pitot heater switches ON when operating in conditions conducive to pitot icing.

B. Place pitot heater switches OFF when heat is not required.

5.3.6 AIRSTAIR OPERATION

A. At electrical control panel

1. Place Battery Master Switch ON.

2. Place Airstair Power Switch ON.

B. To operate from outside

1. To open, press and hold OPEN button at left side bottom of tail boom aft of Airstair.

2. To close, raise Airstair and push UP, then hold firmly until bolt engages.

C. To operate from inside

Switch is located on right side of aircraft adjacent to aft side of Bulkhead 7.

1. To open, place Airstair switch on OPEN.

2. Closing Airstair from inside the aircraft is NOT recommended.

D. For security in flight, place Airstair Power Switch OFF after door has been closed and locked.

6.0 CREW DUTIES

6.0.1 GENERAL

The Captain, or Pilot-in-Command, is responsible for all phases of Flight Command and is authorized to take or direct whatever action may be necessary to insure the safety of the aircraft or its occupants either in flight or on the ground. In emergencies he will normally accomplish and/or delegate duties as specified in this Chapter; however, he may make assignments as required whenever in his judgment it is desirable.

6.0.2 CAPTAIN'S DUTIES

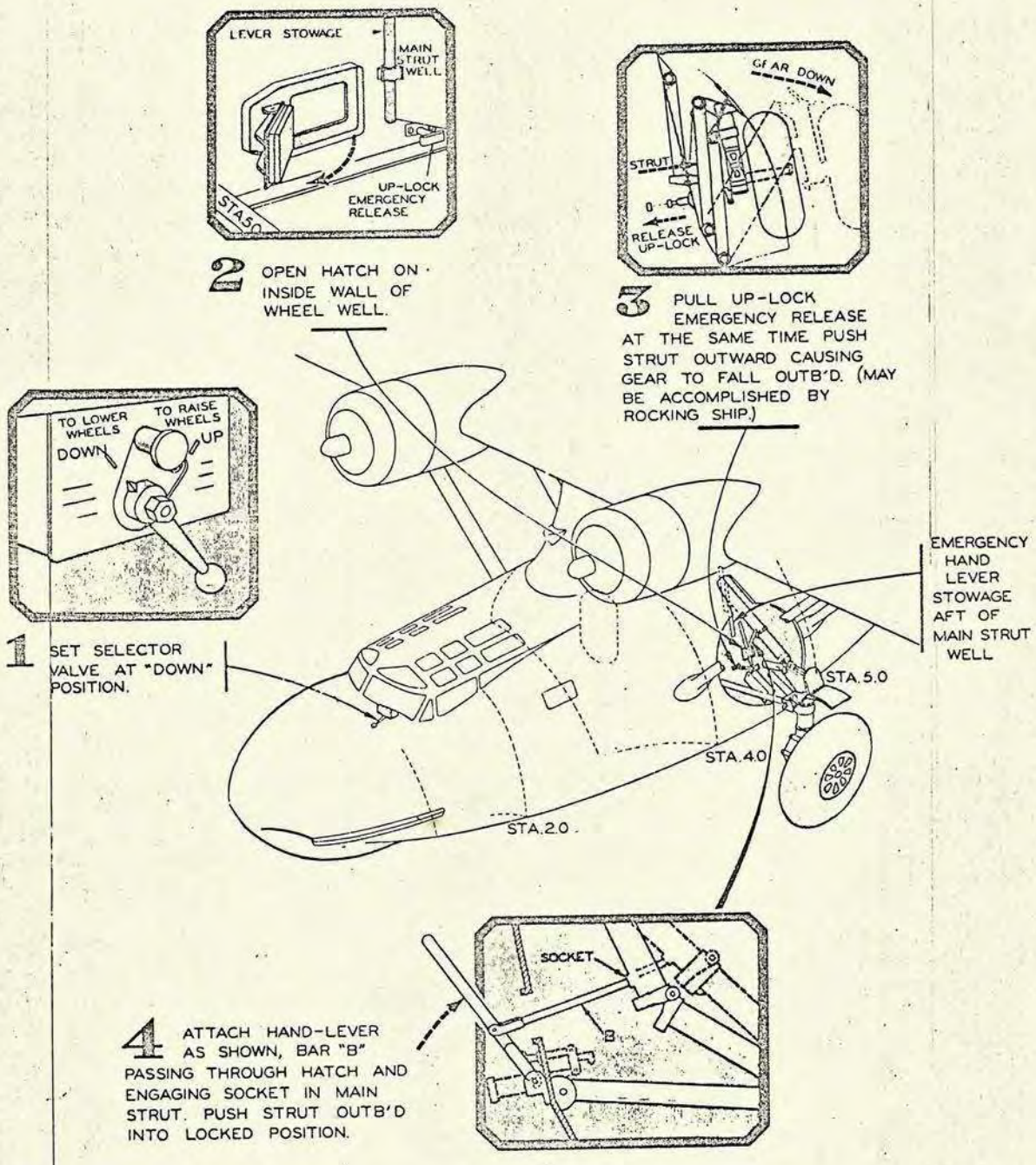
1. Manipulation of flight controls.
2. Control of power at all times.
3. Initiation and direction of emergency procedures.

6.0.3 FIRST OFFICER'S DUTIES

1. Assist the Captain as directed.
2. Operation of landing gear and floats by normal or manual procedures at Captain's direction.
3. Monitor communications and all engine and aircraft instruments when not in conflict with performance of other emergency duties.
4. Perform assigned evacuation procedures when necessary.

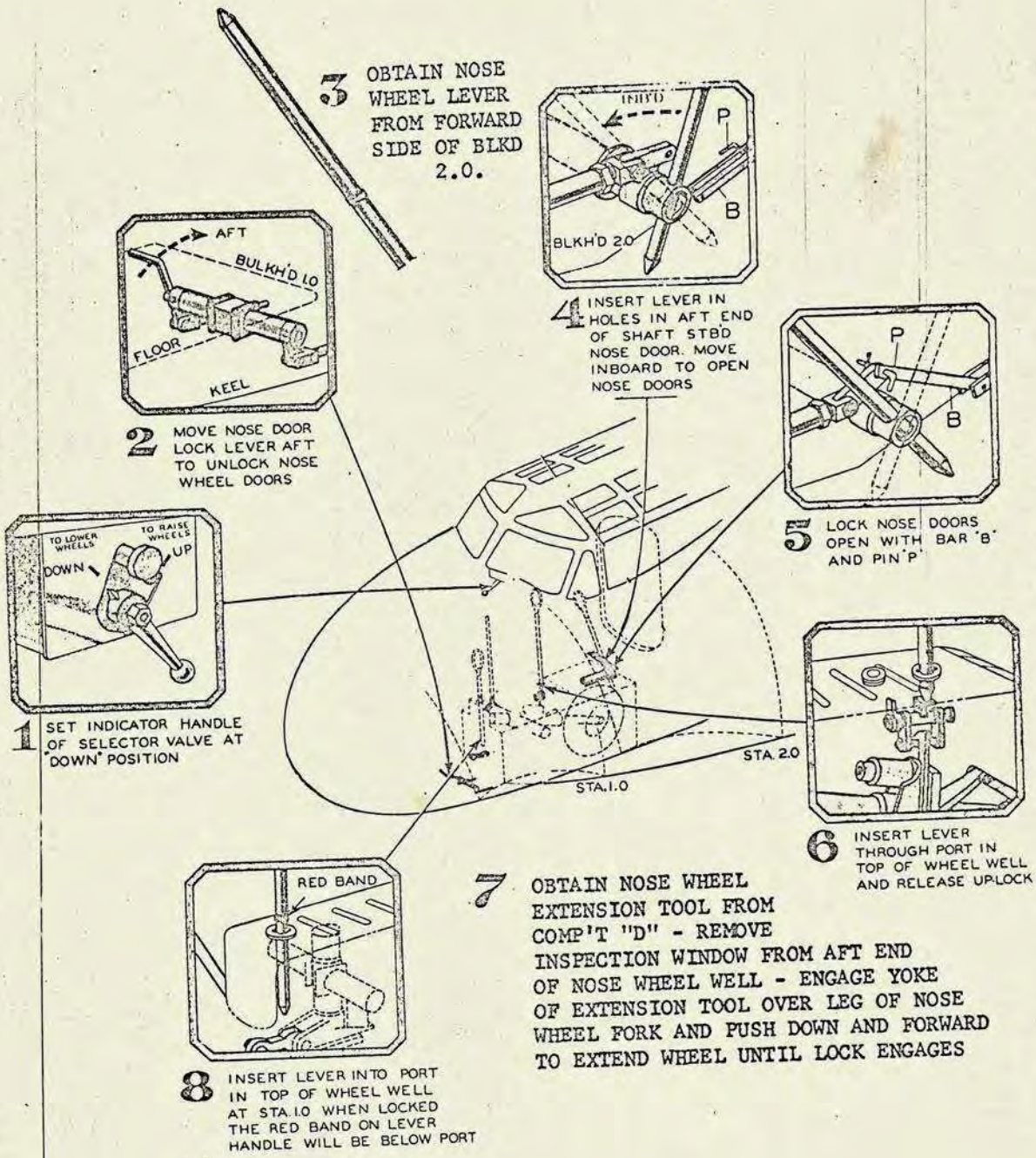
6.0.4 FLIGHT ATTENDANT'S DUTIES

1. Assist the flight crew as directed.
2. Take immediate action to extinguish cabin or cargo fires.
3. Promptly notify the Captain of any condition which might require emergency action.
4. Perform assigned evacuation procedures when necessary.



EMERGENCY EXTENSION - MAIN WHEELS

Figure 6-1



EMERGENCY EXTENSION - NOSE WHEEL

Figure 6-2

3.1 SPECIAL PROCEDURES (ILL PASSENGERS)

A. Airsickness

1. Airsickness is a term used to describe nausea experienced while in flight.

2. Symptoms

   A. Paleness
   B. Greenish palor of skin
   C. Profuse perspiration
   D. Listlessness
   E. Vomiting

3. Causes

   A. Drinking
   B. Emotional Excitement, Disturbance
   C. Fear
   D. Overwork
   E. Excessive Heat
   F. Altitude
   G. Use of Eyes - Fine Reading
   H. Rich Foods
   I. Babies: Over- or too rapid feeding

4. Preventative Treatment

   A. Loosen any tight clothing
   B. Give all fresh air possible - without chilling passenger
   C. Recline seat as much as possible and encourage to relax
   D. Attempt to divert passenger's attention'
   E. Encourage to breathe deeply through his mouth
   F. Give ammonia ampoule inhalent
   G. Apply cold packs to face & neck

5. Treatment if actually Airsick

   A. Cold application to face and neck
   B. Prevent chill
   C. Have airsickness container readily accessible
   D. Make passenger as inconspicuous as possible
   E. Give passenger water to rinse mouth, and gum to remove unpleasant taste from mouth.

6. Curing Airsickness

   A. It is often possible to learn to be resistant to aircickness by a process of conditioning. When one is violently nauseated, everything around becomes so linked with nausea that surroundings also have the power to make one ill. A passenger, therefore, expects to be airsick after once having experienced it. Favorite remedies used by passengers may be valuable because they lessen the expectation of illness. Our job is to divert the passenger's attention and to help him forget his airsickness and to help him realize that it is often caused by conditioning.

3.1 SPECIAL PROCEDURES (ILL PASSENGERS cont.)

B. Heart Attack

1. Symptoms

A. Difficult Breathing
B. Blue coloration
C. Pain around heart

2. Treatment

A. Loosen tight clothing
B. Give Stimulant -- ammonia ampoule
C. Keep passenger warm
D. Recline passenger until he can breathe more freely; then place in upright position.
E. Notify Captain so that doctor may be available on landing.

C. Fainting

1. Treatment

A. Loosen all tight clothing
B. Apply cold water to face
C. Keep passenger warm
D. Hold ammonia to nose
E. Give stimulant - e.g. coffee
F. If passenger is seated, don't move him, but bend his face between his knees.

D. Burns

1. Follow directions on burn ointment that can be found in First Aid Kit.

E. Nosebleed

1. Tilt head forward. Hold nose firmly. Place ice to upper lip & nose.

F. Pregnancy

1. In the event a pregnant passenger develops symptoms of labor pains, attempts should be made to keep her quiet and relaxed until medical aid can be secured. Under no circumstances, will any form of stimulant be given her, such as coffee or ammonia. The Captain should be notified to have a physician available at the next stop.

G. Hyper-Ventilation

1. Definition - Excessively rapid breathing which washes from the lungs and blood stream a larger amount of carbon dioxide than can be replaced by intake of oxygen.

3.1 SPECIAL PROCEDURES (ILL PASSENGERS cont.)

G. Hyper-Ventilation (cont.)

2. Causes

A. Apprehension and unconscious fear sometimes caused by turbulence.
B. Will occasionally stimulate a passenger's emotions to such an extent that it will cause rapid and shallow breathing.
C. Fatigue
D. Emotionally upset.

3. Symptoms

A. Rapid and Shallow Breathing
B. Excited, confused, dizzy
C. Numbness
D. Tingling sensation of hands, feet & other parts of body
E. Muscles Tense and Cramped
F. In extreme cases, passenger may become semi-conscious

4. Treatment

A. Encourage to breathe deeply
B. Reassure passenger
C. Divert attention by conversation
D. Do all possible to allay passenger's fears
E. Give ammonia ampoule, coffee or tea.

H. Epilepsy

1. Definition - Condition involving certain nerves of spinal column and brain. Characterized by severe and unanticipated spasms of unconsciousness.

2. Symptoms

A. Warning Cry
B. Loss of consciousness
C. Eyes Glassy & rolling
D. Pupils Dilated
E. Face contorted
F. Froth at mouth

3. Treatment

A. Prevent from biting tongue with a wooden spoon or literature packet
B. Head to side to prevent swallowing tongue.
C. Do not restrain passenger's movement, but attempt to keep passenger from harming self.
D. After attack, do not discuss with passenger
E. Keep warm and encourage to sleep
F. Make passenger as inconspicuous as possible.

3.1 SPECIAL PROCEDURES (ILL PASSENGERS cont.)

I. Irritated Eyes

1. Treatment

A. Do not probe eyes to remove objects
B. Offer passenger kleenex and mirror to remove by himself
C. Apply cold application

J. Earaches

1. Treatment

A. Have passenger swallow hard
B. Have passenger hold nose and blow
C. Have passenger yawn widely
D. Have passenger chew gum
E. If passenger has a cold, offer chewing gum and advise him to consult a physician if ears are bothering him too much.

K. Incapacitated Passengers

1. Passengers accepted who are deaf, blind, on crutches, or in casts will be given all assistance possible and will be seated and made as comfortable as possible will all equipment available.

NOTE: IN ALL CASES OF ILLNESS OR CASUALTY, THE FLIGHT ATTENDANT WILL BE SYMPATHETIC, HUMANE AND MAINTAIN A CALM AND EFFICIENT MANNER.

3.2 SPECIAL PROCEDURES (FIRST AID)

A. General

The purpose of first aid is to render emergency care to the sick or injured until regular medical or surgical aid can be obtained. It is immediate and temporary action. Effective first aid treatment can prevent further injury and reduce pain. Although each case of sickness or injury presents its own special problems, there are some general rules which apply to practically all situations.

1. Keep the victim lying down and warm, his head level with his body until you have found out what kind of injury he has and how serious it is. Do not move him any more than necessary in the process of examining him.

2. Be as quiet and calm as possible. Work quickly, but don't rush around frantically.

3. Look for signs of hemorrhage (serious bleeding), asphyxiation (suspended breathing), shock, poisoning, open wounds, burns, fracture and dislocations. Be sure that you locate all injuries.

4. TREAT INJURIES IN THE ORDER OF THEIR IMPORTANCE: FIRST - HEMORRHAGE; SECOND - ASPHYXIATION; THIRD - SHOCK.

   Hemorrhage and asphyxiation are the two greatest emergencies, since either one can cause death within a few minutes. Shock, which follows all injuries, can also be fatal. Memorize the order of their importance: HEMORRHAGE ASPHYXIATION SHOCK --- and remember that these conditions must be treated immediately.

5. If a bone is broken, or if you suspect that one is broken, do not move the victim until you have immobilized the injured part.

6. If the victim is vomiting, turn his head to one side so that he will not choke on the vomited matter.

7. Do not try to give any liquid to an unconscious person; he might choke on it. Do not give anything by mouth to a person who is vomiting or who feels nauseated, or to one who has been injured in the stomach, chest or abdomen.

8. Do not touch an open wound unless a real emergency requires you to do so.

9. Keep the injured person comfortable and warm -- warm enough to maintain body temperature (normal) -- but be careful not to overheat.

3.2 SPECIAL PROCEDURES (FIRST AID cont.)

A. General (cont.)

10. Do not move an injured person unless it is absolutely necessary to do so. If it is mandatory that an injured person be moved, remember that careless handling can cause permanent damage when certain types of injuries are present.

11. Follow instructions printed on each packet for use of First Aid Kit contents.

3.2 SPECIAL PROCEDURES (FIRST AID cont.)

B. Serious Bleeding

1. Pressure applied at applicable pressure point:

   a. Temple region - in front of ear.
   b. Face below level of eye - jaw bone
   c. Throat cut - fingers against windpipe (never over it) and carry thumb on around the back of the neck and apply pressure between the ends of the fingers and the thumb pressing the cut blood vessel against the spinal column.
   d. Extreme upper part of arm, armpit, shoulder - Apply pressure in the hollow behind the collar bone down against the 3rd rib.
   e. Bleeding in the hand - forearm, and the upper arm - Apply pressure half-way between shoulder and elbow.
   f. Bleeding in the thigh, leg, foot - Apply pressure in the middle of the groin with the heel of the hand. This presses the artery against the pelvic bone.

2. Tourniquet

   a. Flat band at least one inch in width, it should never be a rope, wire or sash cord.
   b. Triangular bandage folded to form a narrow cravat is excellent, but a belt, stocking or handkerchief will do.
   c. The tourniquet is preferably used with a pad over the artery. It may be used, however, without the pad if no pad is readily available.
   d. It should be loosened every fifteen or twenty minutes, but do not remove it.
   e. Do not cover the tourniquet or a splint with a bandage or it may be forgotten and not loosened as necessary.

C. Asphyxiation

1. Artificial respiration is unnecessary if person is unconscious but obviously breathing.
2. In the case of unconscious apparently dead persons who have been exposed to fire and smoke, artificial respiration should be given until a physician pronounces the person dead, even though the procedure is continued for four hours or longer.

D. Shock - A condition in which all the activities of the body are greatly depressed. Shock results from nearly all injuries; strong emotion such as fear is sometimes an important factor. It may be flight, only lasting a few seconds or it may be serious and even fatal. Some degree of shock follows most injuries, immediately or delayed. In any case, prompt treatment must be given.

3.2 SPECIAL PROCEDURES (FIRST AID cont.)

1. Symptoms - Shock

a. Face pale, anxious expression, glassy, vacant stare
b. Cold perspiration appears particularly on forehead and palms of hands.
c. Lips, fingernails have bluish tinge.
d. Pulse rapid, and weak, sometimes cannot be felt at wrist.
e. Breathing irregular, long breaths alternate with shallow ones.
f. Severe chill often develops. Shake violently, teeth chatter.
g. Usually complaint of being cold or very tired; apathetic.
h. Nausea and vomiting frequent.

2. Treatment - Shock

a. Keep patient warm. Wrap in 3 or 4 blankets.
b. Position: Never let patient sit up; keep flat, head lower than body.
c. Stimulants - coffee. Never give unless conscious.

E. Strain, Sprain, Fracture

1. Strain: Injury to a muscle or tendon as a result of severe exertion.

Treatment:
a. Rest in any comfortable position. If extremity, elevate.
b. Apply cold packs. These should be applied in initial stages of injury.
c. Have patient remain quiet.

2. Sprain: Injury to a joint.

Treatment: Same as for strain.

3. Fracture: The breaking of a bone.

Treatment: SIMPLE OR CLOSED: Do not move. Keep quiet.

Symptoms: SIMPLE OR CLOSED: Skin remains unbroken; Numbness present around affected areas and in fingers & toes.

Treatment: COMPOUND: Do not move. Keep quiet.

Symptoms: COMPOUND: Open wound through which bone protrudes.

F. Lacerations

1. 80% will be minor cases.
2. Apply tincture of Merthiolate and a band-aid.

3.2. SPECIAL PROCEDURES (FIRST AID cont.)

G. Incised Wounds

1. Lacerations which usually bleed freely and result from sharp instrument or glass.

2. In case of profuse bleeding and nothing is at hand to stop it, pressure from the hand is advisable. (see Paragraph B of this section)

H. Burns - Treatment of

1. Small mild burns

a. Apply burn ointment - put ointment on gauze
b. Apply clean dressing - gauze dressing
c. Give aspirin for pain.

2. Large or severe burns - blister formation

a. Treat patient for shock
b. Cut away clothing if necessary to treat area.
c. Apply thick coating of ointment to gauze. Place gauze over burn. Do NOT rub ointment on with hand. This causes blisters to break and in turn irritates raw skin.

3. Chemical Burns

a. Remove all of the chemical.
b. Wash burned surface carefully with warm water.
c. After chemical has been removed, treat same as a heat burn.

4. Eye Burns

a. Wash with warm water. Water may be poured into the inner side and allowed to run out over outer part of eye. If burn is due to chemicals, more copious washing is necessary.
b. Never put anything in eye.

3.3 SPECIAL PROCEDURES - DEATH ABOARD AIRCRAFT

A. In the event that a passenger dies aboard one of the company aircraft, the following procedures will be followed:

1. Do not move passenger.

2. In the event of death from natural causes aboard an aircraft, members of the flight crew will not make the pronouncement of death.

3. A passenger, even though he may be professionally qualified, will not make the pronouncement of death.

4. The station of next intended landing will be notified immediately by a well-worded message of the emergency.

5. Ground operations will arrange to have an ambulence waiting when the aircraft arrives.

6. The Flight Attendant will fill out a complete report containing all pertinent details and information such as exact time, location, passenger's name and address, flight number.

7. A copy of the report will be given to station personnel at the next stop.

4.1 EMERGENCY PROCEDURES - GENERAL

A. Introduction

Antilles Air Boats as a commercial carrier is responsible for the safety of its passengers. When we sell our customer a ticket, we not only assure him of a memorable, comfortable flight, we also assure him of a safe flight to his destination.

Each of our aircraft is continually scrutinized for mechanical defects. We maintain maintenance facilities which work around the clock to accomplishe this job.

Due to this fine maintenance inspection, emergencies aboard our aircraft will always be the exception rather than the rule. However, an emergency may arise and the correct handling of this emergency is the responsibility of the flight crew.

As every emergency situation is different, it is impossible to outline a standard set of procedures that will cover all types of emergencies. If you have a general knowledge of emergency procedures, you will be able to modify it to meed any emergency. The successful handling of any emergency aboard an aircraft depends, to a large degree, upon your knowledge and crew coordination. The ability to think straight and operate calmly requires a basic knowledge of what to do. There is no substitute for good judgement.

B. General

1. As a crew member, the passengers will be looking to you for leadership, since the Captain and First Officer will be busy in the cockpit. When an emergency is known to exist, the Captain will usually advise the passengers. If he is unable to, it will be up to you to advise them.

2. Make a pre-flight check of all emergency equipment, its location and type. Be sure you know how to operate all equipment and that it is in its proper place. Make sure it is secured to the aircraft so it will not come loose in turbulent air.

3. Make a pre-flight check of passengers. Mentally catalogue those whom you feel you could depend on in an emergency. Do not plan completely on them; panic and self-preservation can and often do change their minds.

4. The Captain is in charge of the aircraft at all times. Inform him immediately of any emergency and follow his instructions explicitly.

5. Plan your course of action in advance, time permitting, and then follow it.

6. Inform the passengers of the course of action to be taken.

4.1 EMERGENCY PROCEDURES - GENERAL (cont.)

B. General (cont.)

7. Choose capable passengers to assist you. A suggested selection would be: airline employees, if known, military personnel, etc. Such passengers can be directed to man the emergency exits. In directing their actions, give detailed instructions on duties to be performed, operation of escape hatches, assisting in the removal of inexperienced passengers, invalids, etc. Always have an alternate plan.

8. Keep all aisles and exits free of obstruction.

9. Remain calm. Always be businesslike so that you give the impression that whatever the emergency, the passengers are in competent hands and that you and the rest of the crew will be satisfactorily coping with the situation.

10. Keep a close watch on your passengers, especially for signs of panic, fainting, hysteria or extreme fright.

4.2 EMERGENCY PROCEDURES - EQUIPMENT AND LOCATIONS

A. Escape Ropes

Emergency escape ropes are installed beside each emergency exit in the blister compartment. The free end of each rope is accessible at the upper aft end of the exit frame.

B. Hand Fire Extinguishers

There is a total of seven (7) hand fire extinguishers aboard the aircraft. Three are the dry chemical type and four are the CO_2 type. They are located as follows:

1. Cockpit - right hand side - 1 hand fire extinguisher.
2. Compartment C - left hand side - 1 fire extinguisher
3. Compartment D - left hand side - 1 fire extinguisher
4. Compartment E - left and right hand sides - 1 fire extinguisher each
5. Compartment F - left and right hand sides - 1 fire extinguisher each.

C. Emergency Evacation Lights

Illuminated exit signs must be turned on during takeoff and landing. In the event of an emergency these lights will function automatically on power supplied by source independent of the main battery.

D. Fire Axe

Located on aft face of step between forward passenger compartment and cockpit.

E. Pike Pole

An emergency pole, for use in event of nose gear down-latch malfunction, is located on pilot's bulkhead forward and behind co-pilot's seat.

F. First Aid Kit

Located in the wheel well compartment.

G. Flotation Vests

In Compartment C, under individual seats. In Compartments E and F, in storage bins under the seats on the left and right sides.

4.3 EMERGENCY PROCEDURES - FIRST AID KIT (CONTENTS)

Note 1: This first aid kit meets the specifications of FAR Part 121, Appendix A.

Note 2: The first aid kit must be dust- and moisture-proof, and contain only materials that meet Federal Specifications GG-K-391A.

Number	Item
4	Adhesive Bandage Compresses - 1" (16 per unit)
4	Antiseptic Swabs, 10mm. (10 per unit)
2	Ammonia Inhalants, 6mm. (10 per unit)
3	2-inch Bandage Compresses (4 per unit)
3	4-inch Bandage Compresses (1 per unit)
5	Triangular Bandage Compressed, 40" (1 per unit)
2	Burn Compound, 1/8 oz. (6 per unit)
1	Ophthalmic Ointment, 1/8 oz. (6 per unit)

4.4 EMERGENCY PROCEDURES - FLOTATION VESTS (USE OF)

A. General

With both compartments inflated, jacket will normally hold swimmer upright with head out of water (even though unconscious). However, in rough seas, passing wave crests can temporarily submerge survivor during which time he may swallow some water. Swimming ability is reduced with both tubes inflated and a good swimmer can make better progress with an uninflated or partially inflated jacket. With jacket fully inflated, the recommended swimming strokes are side, breast, back or elementary.

B. Vest Type Jacket

1. Put it on as you would a vest. NOTE: It is reversible & can be donned from either side.

2. Tie strings in front.

3. After leaving aircraft, PULL knobs DOWN SHARPLY to inflate.

   CAUTION: DO NOT INFLATE IN AIRCRAFT. TO DO SO MAY DELAY EVACUATION.

4. To inflate orally:

   a. Unscrew and down end of inflation tube.

   b. Blow directly into mouthpiece.

   c. Release end and turn to lock.

C. Over the Head Type Jacket

1. Insert arms through the strap loops. Pull jacket over head.

2. Grasp straps under arms, lean forward in seat and pull down sharply to release straps.

3. Pull straps down until back flap is fully extended.

4. Tighten straps by pulling the two "pull" tabs in an outward motion.

5. After leaving aircraft, PULL knobs DOWN SHARPLY to inflate

   CAUTION: DO NOT INFLATE IN AIRCRAFT. DOING SO MAY DELAY EVACUATION.

6. To inflate orally: Blow directly into mouthpiece.

4.5 EMERGENCY PROCEDURES - FIRE

A. Class A Fires - Wood, cloth rubbish, paper upholstery, etc.

Extinguisher:

1. Use water, dry or CO_2 extinguisher to control flames.
2. Follow with more water or any other non-combustible liquid.
3. Smother with available equipment.
4. Use CO_2 extinguisher as last resort.

B. Class B Fires - Oil, grease, gasoline, paint or any inflammable liquid.

Extinguisher:

1. Use CO_2 or dry chemical extinguisher. DO NOT USE WATER OR ANY OTHER LIQUID.
2. Using CO extinguisher, stand as close as possible and make every bit count. The CO_2 extinguisher has a short range, less than six feet and will last approximately eight seconds. Do not spread this any further than necessary as it replaces the oxygen content of the cabin.

   NOTE: DO NOT BLAST FIRE WITH CO_2 AS IT WILL SPREAD FIRE.
3. Smother with available equipment.

C. Class C Fires - Electrical

Extinguisher:

1. Have Captain cut off electrical source of fire.
2. Use CO_2 or dry chemical extinguisher. DO NOT USE WATER OR OTHER LIQUIDS AS THESE CONDUCT ELECTRICITY.

D. Procedures for Extinguishing Fire in Flight - GENERAL

1. In the event of a Cabin, Cargo or Compartment fire or a Cockpit fire, consideration must be given to cutting off the circulation of fresh air before attempting to extinguish the fire.
2. A fire can be controlled by smothering it with the extinguishing agent - which cuts off the supply of fresh air.
3. In case of fire within the cabin, it must be decided whether it is imperative to clear the cabin of smoke before the fire extinguishing procedures are started. In general, fire fighting should be started first, but the potential need for smoke removal, to prevent asphyxiation, must also be recognized.

4.5 EMERGENCY PROCEDURES - FIRE (cont.)

D. Procedures for Extinguishing Fire in Flight - GENERAL

4. The decision to restrict airflow should be tempered by consideration of the relativeseriousness of (A) the toxic and other noxious effects of the smoke or extinguishing agent, and (B) the urgency of restricting airflow to control the fire. Ventilation should be maintained as long - or restored as soon - as it is possible to keep fire under control.

5. Remove all passengers from immediate vicinity of the fire; however, inform all passengers that they must remain seated once their seats have been re-assigned, so that they will not impede the flight crew in the efficient performance of their duties.

6. Generally, extinguishers should not be used on a person. Should any passenger accidentally set fire on himself or another, such as by sparks from a cigarette, attempt to smother the fire. If flammable liquid has been spilled on a person, use CO_2, but guard against frostbit on skin.

7. It must be remembered that the best fire protection is fire prevention. Passengers who are smoking and ashtrays should be watched.

E. Procedures for Extinguishing Fire in Flight - External Fires

1. Notify Captain immediately if you see anything that might indicate a fire.

2. Aircraft fire protection is provided on all PBY aircraft. Fire detectors will automatically register in the cockpit in the event of smoke or fire in certain vital areas. Should a fire develop, the extinguishers can be discharged, bu a switch in the cockpit, to inaccessible compartments such as engines, etc. The Captain will advise you as to what type of landing is expected, if any. Follow his instructions.

F. Procedures for Extinguishing Fire in Flight - Internal Fires

1. Notify the Captain immediately of a fire or any evidence of a fire.

2. Cabin Fires - are usually CLASS A type fires. Follow procedures outlined in Paragraph A of this section. If CO_2 is used, remember to make sure that all embers are removed or quenched so that rekindling is prevented.

3. Airstair Baggage Compartment Fires - are usually CLASS A type fires. Follow the procedures outlined in Paragraph A of this section and make sure embers are all removed or quenched to prevent rekindling.

4. Smoke Elimination - NO WINDOWS should be opened for smoke elimination unless the crew notifies otherwise. Cockpit to cabin door should be open.

4.6 EMERGENCY PROCEDURES - BOMB THREAT

A. General

During the past few years, a number of airlines have received anonymous calls reporting that a bomb had been placed aboard an aircraft. The calls have turned out to be a hoax, but, since there was no proof that they were a hoax, it was necessary to take proper precautions and inspect the aircraft and all cargo. As a result of the calls, flights were delayed, and the passengers were inconvenienced by the delay.

There could be an occasion during a flight when the Captain receives a message over the radio that a report has been received advising there is a bomb aboard the aircraft. If this should happen, the Flight Attendant must not divulge this information to the passengers until the plane has landed and the passengers have disembarked.

After the plane has landed, and the passengers have deplaned, the procedures listed below will be followed:

1. Inform the passengers that a call was received reporting a bomb on board, but that similar calls have been received in other cities by other carriers, and in all cases, the calls have turned out to be hoaxes, and in all probability this call is one also.

2. Inform them that all luggage and cargo and the aircraft itselt will be thoroughly inspected before departure.

3. Apologize for the inconvenience caused them, and express your appreciation for their cooperation.

4. Be calm; do not appear excited when talking with the passengers.

NOTE: REMEMBER that the emergency procedures as set forth should be read and memorized, not to just merely "pass the exam" but to be retained in the Flight Attendant's memory to the extent of being able to put them into immediate practise on a moment's notice. On your trips, sort your passengers out ... think of which ones you could depend upon in an emergency. Your emergency procedures are useless if you do not carry them with you at all times....not only in the manual, but in your head!

4.7 EMERGENCY PROCEDURES - EMERGENCY LANDINGS

A. General

Your primary objective in any emergency landing, after all possible in-flight duties have been accomplished, is to evacuate your passengers as rapidly and safely as possible. A rapid evacuation is essential because of potential fire hazards present in most emergency landings. However, there will usually be sufficient time for evacuation even in the event of fire. Your procedures are outlined on the following pages and are taken from the Airplane Operating Manual.

B. Primary Duties

1. Obtain information from crew on time allowable and type of incident.
2. If ditching, instruct passengers to don life vests and not to inflate in cabin.
3. See that passengers' seat belts are fastened securely. (Babies should be held in adult's lap - seat belt over adult only.)
4. Flight Attendant must be seated and under seat belt before landing.
5. Command passengers to evacuate rapidly.

C. Other Duties - Time Permitting

1. You are the leader - passengers will be looking to you for leadership since the crew will usually be busy in the cockpit.
2. Plan your course of action, time permitting. Always have an alternate.
3. Tell all of your passengers what the course of action will be; give them all known facts and do not underestimate the degree of emergency.
4. Warn passengers not to smoke during evacuation, or around aircraft after evacuation. There may be gasoline spillage.
5. Remove eyeglasses and sharp objects.
6. Instruct in proper bracing positions:

   (a) Forward Facing Seats - forward position; palms and forearms together to protect face & head.

   (b) Rearward Facing Seats - Sit well back in seat with head rested firmly against seat back. NOTE: Rearward facing seats offer best protection for pregnant women.
7. Select, brief & reseat leaders for evacuation - one at each emergency exit.
8. Pull out emergency exit ropes and trail outside - as necessary.
9. Advise Captain when procedures are complete.

D. Follow procedures outlined on the following pages. MAKE SURE that First aid kit is taken from the aircraft.

KNOW YOUR PROCEDURES: USE GOOD JUDGEMENT: KEEP COOL

6.2.23 EVACUATION OF PASSENGERS

A. General

Emergency evacuation in a survivable accident will require prompt, efficient action. Each crew member should memorize his assigned procedures for each of the three general conditions under which evacuation may be necessary so that he can perform them properly without hesitation if the need should arise.

B. Definitions

"Safe" side exit - Exit opening on side opposite to, or sufficiently far-removed from, fire or other hazard to permit safe evacuation.

Alternate route - Any escape route from aircraft other than one normally used, or one being used, when fire or "bottlenecking" precludes use of any route. Examples of this would be evacuation of passengers from aft compartments or vice versa, evacuation of passengers through cockpit, or use of any exit opening not being used.

C. On LAND - Danger from FIRE, SMOKE or FUMES.

PILOT IN COMMAND	SECOND IN COMMAND	FLIGHT ATTENDANT
1. Assist in passenger evacuation. If passengers "bottlenecked" at any exit, divert via best alternate route.	1. Open Compt. C emergency exit door on "safe" side only.	1. Open Compt. F emergency exit doors and throw out escape ropes on both sides, or "safe" side only. Instruct passengers in Compt. E to do likewise in that compartment.
2. Leave aircraft, with fire extinguishers from forward of wheel well, after all passengers evacuated.	2. Lead passengers through exit or if none on "safe" side, via best alternate route.	2. Assist passengers to descend ropes, and direct them to safe distance away from aircraft.
3. Direct passengers to safe distance away from aircraft.	3. Assist passenger evacuation of aft compartments from ground.	3. Leave aircraft with fire extinguishers from aft of wheel well after all passengers evacuated from Compts. E and F.
4. Attempt to extinguish fire.	4. Direct passengers to safe distance away from aircraft. 5. Attempt to extinguish fire.	4. Attempt to extinguish fire.

D. On WATER - Danger from FIRE, SMOKE or FUMES.

PILOT IN COMMAND	SECOND IN COMMAND	FLIGHT ATTENDANT
1. Don own flotation vest.	1. Instruct all passengers in Compt. C to don flotation vests. Don own vest.	1. Instruct all passengers in Compts. E and F to don flotation vests. Don own vest.
2. Assist evacuation of passengers. If "bottlenecked" at any exit, divert via best route.	2. Open Compt. C emergency exit door on "safe" side or lead passengers via best alternate route.	2. Open Compt. F emergency exit door on "safe" side and, if possible, toward shore. Instruct passengers in Compt. E to do likewise in that compartment.
3. Swim ashore after all passengers evacuated.	3. Swim ashore with passengers, assisting any needing help.	3. Instruct passengers to swim ashore, making sure vests are properly donned and passenger inflates immediately on leaving ship.
		4. Swim ashore after all passengers evacuated from Compts. E and F.

E. On WATER, Danger of SINKING.

PILOT IN COMMAND	SECOND IN COMMAND	FLIGHT ATTENDANT
1. Don flotation vest.	1. Instruct all passengers in Compt. C to don flotation vests. Don own vest.	1. Instruct passengers in Compts. E and F to don flotation vests. Don own vest.

NOTE: CAUTION PASSENGERS NOT TO INFLATE VESTS UNTIL IN THE WATER.

2. Assist in evacuation of passengers. If "bottlenecked" at any exit, divert via best alternate route.	2. Open Compt. C exit door and lead passengers to top of wing. If ship listing or sinking rapidly so that exit ships water, lead passengers via best alternate route.	2. Open Compt. F emergency exit doors and instruct passengers to proceed to top of wing. Send several able-bodied males first to assist other passengers.
3. Close heater duct valves, intercompartment doors, exit doors including cockpit windows, and hatches forward of wheel well.	3. Assist and direct passengers to area on top of wing away from fabric.	3. Close heater duct valves, intercompartment door, and exit doors aft of wheel well and proceed to top of wing.

5.1 PERSONALITY - GENERAL

A. Personality is one of the most important factors in life for success and happiness. It is the manner in which each individual expresses himself. A person's personality is developed in everyday contacts with people and environment. Constructive habits of thinking and expression should make for a successful and pleasing personality -- one of the musts for a good flight attendant.

B. Tact, poise, tolerance, politeness and diplomacy are assets which make for increased ability in selling the service of AAB. One of the most integral parts of personality is conversation. The individual's personality is more pointedly revealed in the spoken word than in any other manner. Habitual speech should be weighed and considered. While this does not mean that every casual word should be seriously considered before speaking, it should be borne in mind that words are the "mind in action" and that the spoken word is swift and cannot be recalled.

C. A smile while speaking lightens conversation and creates a feeling of friendliness. Each Flight attendant is cautioned to know his subject well and not to attempt to speak familiarly or knowingly about subjects with which he is not familiar. Do not pretend a knowledge of a subject you do not know, as it might lead to embarrassemnt when conversing with a better informed person. No one can master all subjects, and do not hesitate to admit lack of knowledge of a subject beyond your acquaintance. Unfortunately, everyone we meet may not measure up to our idea of a perfect person. For that reason, we must develop tolerance. It can be developed and is a prime requisite for a good Flight Attendant.

5.2 PERSONALITY - CONVERSATION

A. A good conversationalist is also a good listener, is sympathetic to the reactions of others and is responsive to their viewpoints. It means not only the ability to talk, but also to talk in a pleasant interesting manner on worthwhile subjects.

B. Correct terminology should be used, and yet one should be able to express himself in simple, direct terms. This is particularly important with technical subjects.

C. One should have a general knowledge of current topice and a well-rounded literary background. It is advisable for the Flight Attendant to avail himself of radio and television programs, particularly news commentaries and such, and the opportunity to visit points of interest in AAB's area of operation.

D. He should avoid talking about himself by asking leading questions which enable the passenger to discuss his own interests, thereby giving him a feeling of importance and making his trip more pleasant.

5.2 PERSONALITY - CONVERSATION (cont.)

E. Avoid any argumentative conversations' nothing can be gained for Antilles by an argument. Permit the passenger to present his views and opinions as they will rarely be changed by argument, and the flight attendant should not be opinionated. Rather, since his main objective is to please the passenger, he should cultivate the ability to say "I have been led to believe," "It appears to me," or "If I'm not mistaken." It places the flight attendant in the position of one who is receptive for others to join in the conversation.

F. Face the passenger to whom you are speaking. Look at him in an interested manner - not staring or gazing into space indifferently. Uncouth slang expressions will always be avoided. Flippant or smart answers will be avoided, regardless of how foolish or irrelevant the question may be.

G. Bearing in mind that the passenger is unable to excuse himselt, the Flight Attendant must be careful not to allow conversations to lag or become lengthy, and may excuse himself politely. The Flight Attendant's actions and conversations are constantly observed by all passengers and he must divide his time as equally as possible among his passengers.

H. Conversation will not be forced on a passenger. For those who are obviously interested in conversation, there are points of interest along the way and among the islands. The Flight Attendant should be well acquainted with all phases if airtravel, operations, and the aircraft in order to make clear readily understandable explanations to the questioning passenger.

I. AAB is interested in providing the passenger with understanding of the various phases of air transportation, and the Flight Attendant who uses good judgement in discussing same will do much toward accomplishing this end.

J. The Flight Attendant's ability to remember and use passengers' names is invaluable and every effort should be made to improve this ability.

K. In discussing other airlines, never be critical and always have some good thing to say, even though the discussion may invite a critical answer. Criticism directed against AAB should be accepted gracefully and the passenger should be informed that immediate action will be taken and thanked for his concern. In any case, the passenger should feel that the subject of his complaint will be investigated and corrected as necessary.

L. When company personnel are aboard a flight, work and company affairs will not be discussed within the hearing of revenue passengers. Maintain an efficient and business-like attitude - treat them as revenue passengers. The Flight Attendant should bear in mind that any conversation may be overheard and create an unfavorable reaction among other passengers.

5.3 SPECIFIC TYPES OF PASSENGERS - DEALING WITH

In the course of his job, the flight attendant meets various types of passengers with varying temperaments. How passengers are handled by conversation is very important.

A. First Rider

How can one find out if a passenger is on his first flight? If he is asked bluntly whether this is his first flight, he will be insulted if he is a frequent rider; and he will be somewhat embarrassed is it is his first flight - knowing that his inexperience must show. So, it is better to say, "Do you fly with us frequently?" Since the frequent rider will be pleased to say "yes" thile the first rider or infrequent rider will feel flattered by the question, and will not hesitate to answer if it has not been asked loudly enough to be overheard by the other passengers. After determining that a passenger is a first rider, the flight attendant will take more pains to explain details to him and will be able to anticipate his impatience more readily.

B. The Bored or Impatient Passenger

It is very important for a Flight Attendant to distinguish between passengers who are bored with a flight, and those who actually like to sit quietly with their thoughts. There are dozens of apparently minor details about our passenger service which must be adjusted to the passengers who are impatient or bored. The natural reaction of an employee is to resent the extremely impatient passenger, since handling him is annoying at times. The Flight Attendant who realizes that the secret of retaining the good will of this type of passenger is to be alert for his small annoyances, eliminating every one which can be anticipated, expressing our regret in such a way that he will be relieved of his impatience, and appreciate that we sympathize with his reactions.

C. The Uncertain Passenger

To overcome uncertainty on the part of the passenger through conversation, a Flight Attendant can:

A. Let the person know more about the thorough, careful planning and checking that goes on behind the scenes of AAB.

B. Conduct his work and conversation in such a way as to inspire confidence in AAB.

C. There are a great many variety of incidents which may happen to an airline passenger which are simple everyday occurances to us, but which may annoy, worry disturb or frighten the passenger who is not intimately familiar with the airline operation. These must be explained promptly and properly to a passenger. This will prevent his imagination from building up unreal pictures or fears.

5.3 SPECIFIC TYPES OF PASSENGERS - DEALING WITH

D. Angry and/or Complaining Passengers

Another vitally important part of every Flight Attendant's job is a thorough understanding of the angry passenger and the proper handling of complaints in general.

1. The pleasant, patient, considerate and sympathetic handling of all complaints is an important part of the job of every Flight Attendant -- and any other person handling the public. Complaints may or may not be justified, but each one must be handled so that the passenger will feel as satisfied as possible, and leave with a feeling of good will toward AAB. Proper conversation is imperative in handling an angry passenger.

2. Why do people register complaints? Some complain because the service actually does not suit them. Others complain because the service is not what they expected, although they got what was really satisfactory. Still others are chronic complainers who seem to be on the alert for everything and anything they can find that is wrong.

3. All complainers have one thing in common---they want action. They also want some sort of an apology or acknowledgement of their correctness in making the complaint.

4. A passenger's ego is pretty well inflated when his complaint is followed up by the company. This is a constructive part of obtaining revenue for the Company. When a passenger realizes that we are making the proper follow-up of his complaint, it makes him feel even more friendly toward the Company than before the incident. He will consider flying on AAB instead of a competitor because of the way we treated him when he complained about the service on a previous trip. Any flight attendant who does not follow through and handle such a passenger properly is missing an opportunity to make a friend for the Company.

5. Every Flight Attendant should record all of the pertinent information and relay to the proper department head. This serves two purposes: 1) the fact that we immediately reach for a form or piece of paper to write down the information shows a passenger that we mean to follow through on his complaint; and 2) if the complaint is justified, it will be acted upon.

GOVERNMENTAL AIDS AND REGULATIONS

A. INTRODUCTION

THE SAVING OF A LIFE, OR PREVENTION OF A SERIOUS INJURY IS THE BASIS UNDERLYING THE ESTABLISHMENT OF A VAST SYSTEM OF AIDS AND REGULATIONS OPERATED BY THE UNITED STATES GOVERNMENT. WHILE THESE REGULATIONS MAY APPEAR TO BE RATHER STRINGENT, IT MUST BE REMEMBERED THAT THEY ARE NOT HINDRANCES PLACED IN THE WAY OF THE AIRLINE, BUT A VERY DEFINITE ADVANTAGE TO ITS SUCCESSFUL OPERATION.

WHEN IT WAS REALIZED THAT THE AUTOMOBILE WAS TO BECOME A MAJOR MODE OF TRANSPORTATION, OUR GOVERNMENT ESTABLISHED AN ELABORATE SYSTEM OF IMPROVED HIGHWAYS AND BRIDGES COVERING OUR NATION. IN ADDITION TO THIS, WE FIND A SYSTEM OF ROAD MARKERS AND SIGNS AT ALL POINTS WHERE IT IS NOT POSSIBLE TO BECOME CONFUSED AS TO THE PROPER ROAD TO USE. IN THE EARLY DAYS OF AUTOMOBILE TRANSPORTATION, THE WEATHER OFTEN PLAYED AN IMPORTANT PART. DURING PERIODS OF HEAVY RAIN OR SNOW, THESE DIRT HIGHWAYS BECAME IMPASSABLE. THE SOLUTION TO THIS PROBLEM WAS FOUND IN THE SURFACING OF ROADS WITH WEATHER RESISTANT MATERIALS SUCH AS OIL, MACADAM, AND CEMENT. TO FURTHER ENHANCE THE VALUE OF THESE HIGHWAYS, THE GOVERNMENT MAINTAINS CREWS TO KEEP THE ROADS AVAILABLE TO TRAFFIC AT ALL TIMES REGARDLESS OF WEATHER CONDITIONS.

WHEN IT BECAME APPARENT THAT AIR TRANSPORTATION WAS TO BECOME AN IMPORTANT MEANS OF TRAVEL, OUR GOVERNMENT REALIZED THE NECESSITY OF IMPOSING CERTAIN REGULATIONS AND ESTABLISHING AIDS IN ORDER TO PROMOTE SAFETY IN THIS METHOD OF TRAVEL.

OUR SYSTEM OF HIGHWAYS ON THE GROUND HAVE THEIR COUNTERPART IN AN ELABORATE SYSTEM OF CIVIL AIRWAYS WHICH ARE IN REALITY INVISIBLE HIGHWAYS OF THE AIR. HERE, TOO, WE HAVE MARKERS IN THE FORM OF REVOLVING BEACONS AND RANGE STATIONS WHICH IDENTIFY THE AIRWAY. JUST AS WE MUST OBSERVE CERTAIN RULES AND REGULATIONS IN DRIVING OVER THE HIGHWAYS, IT IS ALSO NECESSARY THAT FLIGHT OVER A CIVIL AIRWAY MUST BE CONDUCTED IN CONFORMITY WITH RULES AND REGULATIONS SET UP BY THE GOVERNMENT.

BECAUSE OF THE PART THE GOVERNMENT HAS TAKEN THROUGH ITS AGENCY, THE FEDERAL AVIATION AGENCY (FAA), THE SAFETY OF AIR TRANSPORTATION CAN BE FAVORABLY COMPARED TO ANY FORM OF TRANSPORTATION OFFERING EQUAL SERVICE. A PASSENGER BOARDING A MODERN AIRLINER CAN DO SO WITH ASSURANCE OF THE FOLLOWING ITEMS:

1. THE FAA HAS CERTIFIED THE AIRCRAFT TO BE SAFE FOR THE OPERATION FOR WHICH IT IS INTENDED.
2. THE FAA HAS CERTIFIED THE CREW TO BE CAPABLE.
3. THE AIRCRAFT HAS BEEN MAINTAINED BY CERTIFIED MECHANICS AND MAINTENANCE MEN.
4. THE AIRCRAFT WILL NOT OPERATE IN WEATHER WHICH IS CONSIDERED UNSAFE FOR FLIGHT OPERATIONS.

GOVERNMENTAL AIDS AND REGULATIONS

5. THE AIRCRAFT WILL BE OPERATED WITH THE FOLLOWING HELD FOREMOST IN THE MINDS OF ALL PERSONNEL:

SAFETY - COMFORT - SCHEDULE

B. FEDERAL AVIATION AGENCY (FAA)

THE FEDERAL AVIATION AGENCY IS A GOVERNING BODY THAT HAS THE POWER TO:

1. MAKE RULES REGULATING AVIATION.
2. ADMINISTER AND ENFORCE RULES GOVERNING THE MANUFACTURING OF AIRCRAFT, OPERATION OF AIRCRAFT, AND CERTIFICATION OF AIRPLANES, PILOTS, AND OTHER TECHNICAL PERSONNEL.
3. HEAR OR JUDGE CHARGES OF DEVIATION FROM RULES.
4. INSTALL, OPERATE, AND MAINTAIN AIDS TO NAVIGATION AND CONTROL OF AIRPLANES.
5. ASSIST MUNICIPALITIES IN THE CONSTRUCTION AND MAINTENANCE OF AIRPORTS.

C. CIVIL AERONAUTICS BOARD (CAB)

THE CIVIL AERONAUTICS BOARD IS A GOVERNING BODY THAT HAS THE POWER TO:

1. ESTABLISH AND ADMINISTER ECONOMIC STANDARDS AND REGULATIONS AFFECTING AVIATION, I. E.,
   A. HEAR AND AWARD AIR CARRIER ROUTES.
   B. APPROVE TARIFFS.
   C. AWARD MAIL CONTRACTS AND SET MAIL PAY RATES.
   D. AWARD CERTIFICATES OF PUBLIC CONVENIENCE AND NECESSITY (WHICH IS THE FIRST STEP IN ESTABLISHING A SCHEDULED INTER-STATE AIRLINE).
   E. REVIEW, APPROVE, OR REJECT ECONOMIC AGREEMENTS PERTAINING TO AIRLINES.
2. INVESTIGATE AND DETERMINE THE CAUSE OF ALL AIRCRAFT ACCIDENTS.
3. SERVE AS A COURT OF APPEALS FOR CERTAIN JUDICIAL DECISIONS OF THE FEDERAL AVIATION AGENCY.

DICTIONARY OF AIRLINE TERMS

AILERON -- AN AILERON IS A MOVABLE SURFACE WHICH IS HINGED OR PIVOTED TO THE TRAILING EDGE OF A WING. IT IS USED TO CONTROL THE POSITION OF THE WINGS. FOR EXAMPLE, TO RAISE THE RIGHT WING AND LOWER THE LEFT WING OR VICE VERSA.

AIRFOIL -- AN AIRFOIL IS ANY SURFACE, SUCH AS AN AIRPLANE WING, AILERON, OR RUDDER WHICH IS DESIGNED TO OBTAIN REACTION FROM THE AIR THROUGH WHICH IT MOVES.

AIR POCKET -- A MISNOMER. THERE ARE NO "POCKETS" IN THE AIR. MORE ACCURATELY A DOWN DRAFT OR CURRENT.

AIRPORT TRAFFIC CONTROL -- THE CONTROL OF LOCAL AIR TRAFFIC IN THE VICINITY OF AN AIRPORT, BY THE AIRPORT MANAGEMENT OR FAA.

AIRWAYS TRAFFIC CONTROL -- PLANS AND DIRECTS CONTROL OF AIRCRAFT MOVEMENTS ALONG FEDERAL AIRWAYS, AND AT AIRPORTS WHERE TRAFFIC IS FEDERALLY CONTROLLED.

AIR SPEED -- THE VELOCITY OF AN AIRCRAFT WITH RESPECT TO THE AIR.

AIR SPEED INDICATOR -- AN INSTRUMENT FOR INDICATING THE AIR SPEED OF AN AIRCRAFT.

AIRWAY -- AN AIRWAY IS A ROUTE BETWEEN TWO POINTS WHICH PROVIDES SUCH AIDS TO AIR NAVIGATION AS BEACON LIGHTS, RADIO DIRECTIONAL SERVICE, WEATHER REPORTING, AND BROADCASTING FACILITIES.

ALTIMETER -- AN ALTIMETER IS AN INSTRUMENT WHICH INDICATES THE HEIGHT ABOVE SEA LEVEL AT WHICH AN AIRCRAFT IS FLYING. AN ALTIGRAPH IS A RECORDING ALTIMETER.

ALTITUDE -- THE HEIGHT OF AN AIRPLANE USUALLY EXPRESSED IN FEET ABOVE SEA LEVEL. IN CELESTIAL NAVIGATION, THE ANGLE OF ELEVATION OF A CELESTIAL BODY ABOVE THE HORIZON.

ANEMOMETER -- AN INSTRUMENT USED TO INDICATE WIND VELOCITY. THE ANEMOMETER CONSISTS ESSENTIALLY OF A CUP WHEEL ROTATED BY THE WIND RIGIDLY ATTACHED TO A VERTICAL SHAFT TURNING IN BEARINGS.

ATMOSPHERE -- THE WHOLE MASS OF AIR SURROUNDING THE EARTH.

BAROMETER -- AN INSTRUMENT FOR MEASURING THE PRESSURE OF THE ATMOSPHERE. THE TWO PRINCIPAL TYPES ARE THE MERCURIAL AND THE ANEROID. THE MICROBAROMETER IS USED TO SHOW VERY SMALL CHANGES OF PRESSURE.

BEACON, ROTATING -- AN AIRPORT OR AIRWAY BEACON WHOSE PROJECTOR HEAD IS ROTATED ABOUT A VERTICAL AXIS.

BEAM -- (1) A RADIO DIRECTIONAL AID TO AIR NAVIGATION. (2) THE MAIN SPAR OF A WING.

DICTIONARY OF AIRLINE TERMS

CEILING -- THE CEILING IS A TERM USED BY AIRMEN WHEN THEY REFER TO THE HEIGHT OF THE UNDERSIDE OF THE CLOUDS. IT IS ALSO MAXIMUM ALTITUDE AT WHICH A GIVEN PLANE IS PERMITTED TO FLY.

CENTER SECTION -- THE CENTRAL PANEL OF A WING.

CHART, AERONAUTICAL -- A SMALL SCALE REPRESENTATION OF THE EARTH, ITS CULTURE, RELIEF, AND THE VARIOUS AERONAUTICAL AIDS, DESIGNED WITH SPECIAL CONSIDERATION FOR THE NEEDS OF AIR NAVIGATION.

CHORD -- THE WIDTH OF AN AIRCRAFT WING.

COLD AIR MASS -- BROADLY SPEAKING, AN AIR MASS THAT IS COLD RELATIVE TO NEIGHBORING AIR MASSES. THE TERM IMPLIES THAT THE AIR MASS ORIGINATED IN HIGHER LATITUDES THAN THOSE IN WHICH IT NOW FINDS ITSELF, AND THAT IT IS THEREFORE COLDER THAN THE SURFACE OVER WHICH IT IS MOVING.

COLD FRONT -- THE FORWARD BOUNDARY OF AN ADVANCING COLD AIR MASS WHICH IS DISPLACING WARMER AIR IN ITS PATH.

COLD WAVE -- A RAPID AND MARKED FALL OF TEMPERATURE DURING THE COLD SEASON OF THE YEAR. THE UNITED STATES WEATHER BUREAU APPLIES THIS TERM TO A FALL OF TEMPERATURE IN TWENTY-FOUR HOURS, EQUALING OR EXCEEDING A SPECIFIED NUMBER OF DEGREES, AND REACHING A SPECIFIED MINIMUM TEMPERATURE, OR LOWER, THE SPECIFICATIONS VARYING FOR DIFFERENT PARTS OF THE COUNTRY AND FOR DIFFERENT PERIODS OF THE YEAR.

COMPASS (GYRO) -- A COMPASS WHICH RECEIVES ITS INDICATIONS FROM A SPINNING GYROSCOPIC FLYWHEEL. IT DOES NOT POINT NORTH, BUT IN ANY DIRECTION TOWARD WHICH IT IS SET.

COMPASS (MAGNETIC) -- AN INSTRUMENT INDICATING MAGNETIC DIRECTIONS BY MEANS OF A FREELY SUSPENDED MAGNETIC ELEMENT; THE PRIMARY MEANS OF INDICATING THE HEADING OR DIRECTION OF FLIGHT OF AN AIRCRAFT.

COMPASS (RADIO) -- A COMPASSWHICH RECEIVES ITS DIRECTIONS FROM THE RADIATION PRINCIPLES OF THE LOOP ANTENNA. IT DOES NOT POINT NORTH, BUT TOWARD THE RADIO BROADCASTING STATION ON WHICH IT IS SET.

DICTIONARY OF AIRLINE TERMS

COMPASS ROSE -- A CIRCLE, GRADUATED IN DEGREES FROM ZERO TO 360, PRINTED ON AERONAUTICAL CHARTS AS A REFERENCE TO DIRECTION, TRUE OR MAGNETIC.

CONTACT FLYING -- FLIGHT OF AN AIRCRAFT IN WHICH THE ATTITUDE OF THE AIRCRAFT AND ITS FLIGHT PATH CAN AT ALL TIMES BE CONTROLLED BY VISUAL REFERENCE TO THE GROUND OR WATER.

CONTROLS -- A GENERAL TERM APPLIED TO THE MEANS PROVIDED TO ENABLE THE PILOT TO CONTROL THE SPEED, DIRECTION OF FLIGHT, ATTITUDE, POWER, ETC., OF AN AIRCRAFT.

CONTROL SURFACE -- A MOVABLE AIRFOIL DESIGNED TO BE ROTATED OR OTHERWISE MOVED BY THE PILOT IN ORDER TO CHANGE THE ATTITUDE OF THE AIRCRAFT.

COWLING -- A FORMED COVER FOR ENGINE, CABIN, COCKPIT, OR FUSELAGE DESIGNED TO INCREASE THE AERODYNAMIC EFFICIENCY OF THE AIRPLANE BY STREAMLINING.

CUMULUS -- DENSE CLOUDS WITH VERTICAL DEVELOPMENT; THE UPPER SURFACE IS DOME-SHAPED AND EXHIBITS ROUNDED PROTUBERANCES, WHILE THE BASE IS NEARLY HORIZONTAL.

CYCLONE -- AN AREA OF LOW BAROMETRIC PRESSURE WITH ITS ATTENDANT SYSTEM OF WINDS. THE CYCLONES OCCURRING WITHIN THE TROPICS ARE SMALLER, ON AN AVERAGE, THAN THOSE OF HIGHER LATITUDES AND IN MANY CASES ARE MOST VIOLENT OF ALL STORMS, EXCEPT TORNADOS. THOSE OCCURRING IN HIGHER LATITUDES WHETHER ORIGINATING THERE OR IN THE TROPICS, USUALLY BRING MARKED CHANGES OF WEATHER AND TEMPERATURE DURING THEIR PASSAGE; THEIR WINDS MAY BE HIGH OR OTHERWISE. TROPICAL CYCLONES ARE ALSO CALLED "HURRICANES" (WHEN VIOLENT), TYPHOONS, OR BAGUIOS. EXTRA TROPICAL CYCLONES ARE COMMONLY KNOWN AS LOWS OR BAROMETRIC DEPRESSIONS.

DE-ICERS -- THERE ARE VARIOUS TYPES OF DE-ICERS: (1) RUBBER BOOT DE-ICERS -- LOCATED ON THE LEADING EDGES OF THE WINGS AND ON THE VERTICAL AND HORIZONTAL STABILIZERS. WHEN THE RUBBER BOOT IS EXPANDED BY AIR PRESSURE, IT CAUSES THE ICE TO CRACK AND BREAK OFF. (2) PROPELLER DE-ICERS -- LOCATED AT THE HEEL OF THE PROPELLER. THESE DE-ICERS SPRAY A NON-ICING SOLUTION ON EACH PROPELLER BLADE, THUS PREVENTING THE FORMATION OF ICE ON THE PROPELLER. (3) THERMAL DE-ICERS -- DE-ICE BY APPLICATION OF HEAT TO ICING SURFACE. (4) OTHER DE-ICERS -- LOCATED ON THE WIND SHIELD AND ON THE LOOP ANTENNA. THESE OPERATE IN MUCH THE SAME WAY AS DO PROPELLER DE-ICERS.

DEW -- ATMOSPHERIC MOISTURE CONDENSED, IN LIQUID FORM, UPON OBJECTS COOLER THAN THE AIR, ESPECIALLY AT NIGHT.

DEWPOINT -- THE TEMPERATURE AT WHICH, UNDER ORDINARY CONDITIONS, CONDENSATION BEGINS IN A COOLING MASS OF AIR. IT VARIES WITH THE SPECIFIC HUMIDITY.

DICTIONARY OF AIRLINE TERMS

DIHEDRAL -- AN AIRPLANE IS GIVEN DIHEDRAL BY RAISING THE WING TIPS.

DISTURBANCE -- A LOCAL DEPARTURE FROM THE NORMAL OR AVERAGE WIND CONDITIONS OF ANY PART OF THE WORLD, OR, IN OTHER WORDS, A FEATURE OF WHAT IS SOMETIMES CALLED THE "SECONDARY" CIRCULATION OF THE ATMOSPHERE, AS DISTINGUISHED FROM, THE GENERAL CIRCULATION. IN EVERY DAY USAGE, DISTURBANCE HAS COME TO BE SYNONYMOUS WITH CYCLONE AND DEPRESSION.

DIVE -- A STEEP DESCENT, WITH OR WITHOUT POWER, IN WHICH THE AIR SPEED IS GREATER THAN THE MAXIMUM SPEED IN HORIZONTAL FLIGHT.

DRIFT -- THE ANGLE BETWEEN THE HEADING OF AN AIRCRAFT AND ITS TRACK, OR FLIGHT OVER THE GROUND.

DROUGHT -- A PROTRACTED PERIOD OF DRY WEATHER.

ELEVATOR -- AN ELEVATOR IS A MOVABLE SURFACE WHICH IS PART OF THE TAIL SECTION; IT IS USUALLY HINGED TO THE STABILIZER. THE ELEVATOR CONTROLS THE UPWARD AND DOWNWARD MOVEMENT OF THE AIRPLANE.

EMPENNAGE -- THE TAIL SURFACES OF AN AIRPLANE.

FADING -- DIMINISHING OF SIGNAL STRENGTH BECAUSE OF INCREASING DISTANCE FROM A RADIO STATION, OR BECAUSE OF OTHER RADIO PHENOMENA.

FIN -- A FIXED OR ADJUSTABLE AIRFOIL, ATTACHED TO AN AIRCRAFT TO AFFORD DIRECTIONAL STABILITY; FOR EXAMPLE, TAIL FIN, SKID FIN, ETC.

FIREWALL -- THE BULKHEAD SEPARATING THE PASSENGERS AND ENGINE COMPARTMENTS OF AN AIRPLANE.

FIX -- A DEFINITE POSITION OF AN AIRCRAFT DETERMINED BY THE INTERSECTION OF TWO OR MORE BEARINGS OR LINES OF POSITION, OR BY OTHER MEANS.

FLAP (WING FLAP) -- THE FLAP IS A MOVABLE FABRIC OR METAL, AIRFOIL SECTION, WHICH, WHEN RETRACTED, FORMS THE LOWER TRAILING EDGE OF A WING; WHEN EXTENDED, THE FLAP DROPS ON A HINGE AND IT HAS A TENDENCY TO CHANGE THE AIRFOIL, THUS MAKING IT POSSIBLE TO DECREASE THE AIRSPEED ON DESCENTS AND INCREASE THE LIFT.

FLIGHT PATH -- THE FLIGHT PATH OF THE CENTER OF GRAVITY OF AN AIRCRAFT WITH REFERENCE TO A FRAME FIXED RELATIVE TO THE AIR.

FLIGHT PLAN -- A STATEMENT OF THE ESSENTIAL INFORMATION FOR A PROPOSED FLIGHT WHICH MUST BE SUBMITTED TO AND APPROVED BY THE AIRWAY TRAFFIC CONTROL CENTER, FOR ALL FLIGHTS OTHER THAN CONTACT FLYING.

DICTIONARY OF AIRLINE TERMS

FOG -- A CLOUD AT THE EARTH'S SURFACE. FOG CONSISTS OF NUMEROUS DROPLETS OF WATER, WHICH ARE SO SMALL THAT THEY CANNOT READILY BE DISTINGUISHED BY THE NAKED EYE. IN ORDINARY SPEECH THE TERM "FOG" GENERALLY IMPLIES AN OBSCURITY OF ATMOSPHERE SUFFICIENTLY GREAT TO INTERFERE WITH MARINE AND AERIAL NAVIGATION.

FRONT -- THE BOUNDARY BETWEEN TWO DIFFERENT AIR MASSES.

FUSELAGE -- THE BODY, OF APPROXIMATELY STREAMLINED FORM, TO WHICH THE WINGS AND TAIL UNIT OF AN AIRPLANE ARE ATTACHED.

GALE -- A WIND WITH AN HOURLY VELOCITY EXCEEDING SOME SPECIFIED VALUE. AN AMERICAN PRACTICE, A WIND OF OR EXCEEDING FORCE 8 OR ON THE BEAUFORT SCALE IS COUNTED A GALE.

GLIDE -- TO DESCENT AT A NORMAL ANGLE OF ATTACK WITH LITTLE OR NO THRUST; I.E., WITH ENGINE OFF OR THROTTLED BACK.

GROUND LOOP -- AN UNCONTROLLABLE VIOLENT TURN OF AN AIRPLANE WHILE TAXIING ON LANDING OR TAKEOFF.

GROUND SPEED -- THE SPEED OF AN AIRCRAFT WITH REFERENCE TO THE SURFACE OF THE EARTH.

GUST -- A SUDDEN BRIEF INCREASE IN THE FORCE OF THE WIND. MOST WINDS NEAR THE EARTH'S SURFACE DISPLAY ALTERNATE GUSTS AND LULLS.

HAIL -- BALLS OR IRREGULAR LUMPS OF ICE, OFTEN CONSIDERABLE SIZE, HAVING A COMPLEX STRUCTURE, LARGE HAILSTONES GENERALLY HAVE A CENTER SURROUNDED BY LAYERS OF ICE, WHICH MAY BE ALTERNATELY CLEAR AND CLOUDY. HAIL FALLS ALMOST EXCLUSIVELY IN CONNECTION WITH THUNDERSTORMS.

HAZE -- A LACK OF TRANSPARENCY IN THE ATMOSPHERE CAUSED BY THE PRESENCE OF DUST OR OF SALT PARTICLES LEFT BY EVAPORATED OCEAN SPRAY. AT A CERTAIN DISTANCE, DEPENDING ON THE DENSITY OF THE HAZE, ALL DETAILS OF LANDSCAPE AND COLOR DISAPPEAR.

HORIZONTAL STABILIZER -- AN AIRPLANE'S HORIZONTAL STABILIZER IS LOCATED IN FRONT OF THE ELEVATORS AND IT IS USED TO LIFT AND STABILIZE THE EMPENNAGE (TAIL UNIT), HORIZONTALLY.

HUMIDITY -- THE DEGREE TO WHICH THE AIR IS CHARGED WITH WATER VAPOR. THIS MAY BE EXPRESSED IN SEVERAL WAYS. ABSOLUTE HUMIDITY EXPRESSES THE WEIGHT OF WATER VAPOR PER UNIT VOLUME OF AIR; RELATIVE HUMIDITY IS THE RATIO OF THE ACTUAL VAPOR PRESSURE TO THE VAPOR PRESSURE CORRESPONDING TO SATURATION AT THE PREVAILING TEMPERATURE, OR SIMPLY THE PERCENTAGE OF SATURATION; SPECIFIC HUMIDITY EXPRESSES THE MASS OF WATER VAPOR CONTAINED IN A UNIT MASS OF MOIST AIR. SPECIFIC HUMIDITY IS THE ONLY TRUE CONSERVATIVE AIR MASS PROPERTY OF THE THREE.

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HURRICANE -- A TROPICAL CYCLONE, ESPECIALLY ONE OF THE WEST INDIAN REGION. A CYCLONE ORIGINATING IN THIS REGION AND PASSING NORTHWARD TO THE TEMPERATE ZONE IS OFTEN CALLED A "WEST INDIAN HURRICANE" EVEN AFTER IT HAS ASSUMED THE CHARACTER OF AN EXTRATROPICAL CYCLONE, AND IF SUFFICIENTLY SEVERE, JUSTIFIES THE DISPLAY OF "HURRICANE WARNING" AT PORTS IN THE UNITED STATES. "HURRICANE" IS ALSO THE DESIGNATION OF THE HIGHEST WIND FORCE ON THE BEAUFORT SCALE.

INSTRUMENT FLYING AND LANDING -- PILOTAGE WITH REFERENCE TO INSTRUMENTS ONLY WITH NO NOTICE BEING GIVEN TO THE ACTUAL HORIZON OR THE TERRAIN OVER WHICH THE AIRCRAFT IS FLYING.

LANDING -- THE ACT OF TERMINATING FLIGHTS IN WHICH THE AIRCRAFT IS MADE TO DESCEND, LOSE FLYING SPEED, ESTABLISH CONTACT WITH THE GROUND, AND FINALLY COME TO REST.

LANDING AREA, EFFECTIVE -- THE PORITION OF THE LANDING AREA, WITH APPROACHES CLEAR WITHIN THE ALLOWABLE SAFE CLIMBING AND GLIDING ANGLE, AVAILABLE FOR THE TAKE-OFF AND LANDING OF THE AIRCRAFT.

LANDING GEAR -- THE UNDERSTRUCTURE WHICH SUPPORTS THE WEIGHT OF AN AIRCRAFT WHEN IN CONTACT WITH THE LAND OR WATER AND WHICH USUALLY CONTAINS A MECHANISM (SHOCK ABSORBERS) FOR REDUCING THE SHOCK OF LANDING. ALSO CALLED "UNDER-CARRIAGE."

KNOT -- A VELOCITY OF ONE NAUTICAL MILE PER HOUR (1853.25 METERS PER HOUR). OUR PLANES ARE CALIBRATED IN KNOTS PER HOUR RATHER THAN MILES PER HOUR.

LEADING EDGE -- THE FOREMOST EDGE OF AN AIRFOIL OR PROPELLER BLADE.

LEVEL OFF -- TO MAKE THE FLIGHT PATH OF AN AIRPLANE HORIZONTAL AFTER A CLIMB, GLIDE, OR DIVE.

LOAD -- CLASSIFICATIONS OF

1. FULL LOAD WEIGHT -- EMPTY PLUS USEFUL LOAD; ALSO CALLED GROSS WEIGHT.
2. PAY LOAD -- THAT PART OF A USEFUL LOAD FROM WHICH REVENUE IS DERIVED, I.E., PASSENGERS AND FREIGHT.
3. USEFUL LOAD -- THE CREW AND PASSENGERS, OIL AND FUEL, BALLAST OTHER THAN EMERGENCY, ORDINANCE, AND PORTABLE EQUIPMENT.

METEOROLOGY -- THE SCIENCE OF THE ATMOSPHERE.

DICTIONARY OF AIRLINE TERMS

MILE, NAUTICAL -- THE ORDINARY UNIT OF 6,080.20 FEET (1,853.25 METERS); FOR MEASURING DISTANCES AT SEA. FOR PRACTICAL PURPOSES, A MINUTE OF LATITUDE MAY BE CONSIDERED AS EQUAL TO A NAUTICAL MILE. IT IS APPROXIMATELY EQUAL TO 1.15 STATUTE MILE.

MILE, STATUTE -- THE ORDINARY UNIT OF 5,280 FEET FOR MEASURING DISTANCES ON LAND. IT IS APPROXIMATELY EQUAL TO 9.87 NAUTICAL MILES.

MILLIBAR -- A UNIT OF BAROMETRIC PRESSURE, 1,000 MILLIBARS BEING EQUAL TO 29.53 INCHES OF MERCURY; CONVERSELY, ONE INCH OF MERCURY IS EQUAL TO 33.86 MILLIBARS.

MIST -- A VERY THIN FOG IN WHICH THE HORIZONTAL VISIBILITY IS GREATER THAN ONE KILOMETER OR APPROXIMATELY 1,100 YARDS. (THIS IS THE DEFINITION LAID DOWN BY THE INTERNATIONAL METEOROLOGICAL ORGANIZATION). IN NORTH AMERICA, THE WORD IS OFTEN USED SYNONYMOUSLY WITH DRIZZLE OR FINE RAIN.

NACELLE -- THE NACELLE SECTIONS ARE CONE-SHAPED STRUCTURES WHICH ARE LOCATED ON EACH SIDE OF THE FUSELAGE. THEY SUPPORT THE ENGINES AND HOUSE THE LANDING GEAR.

NAVIGATION --

1. CELESTIAL -- THE DETERMINATION OF POSITION BY MEANS OF SEXTANT OBSERVATIONS OF THE CELESTIAL BODIES, TOGETHER WITH THE EXTACT TIME OF OBSERVATION.

2. DEAD RECKONING -- THE DETERMINATION OF THE DISTANCE AND DIRECTION BETWEEN TWO POINTS, OR THE DETERMINATION OF POSITION FROM A KNOWLEDGE OF THE DISTANCE AND DIRECTION FROM A KNOWN POINT.

NOSE-HEAVY -- THE CONDITION OF AN AIRPLANE IN WHICH THE NOSE TENDS TO SINK WHEN THE LONGITUDINAL CONTROL IS RELEASED IN ANY GIVEN ATTITUDE OF NORMAL FLIGHT.

OCCULUDED FRONT -- THE FRONT THAT IS FORMED WHEN AND WHERE THE COLD FRONT OVERTAKES THE WARM FRONT OF A CYCLONE. THIS FRONT MARKS THE POSITION OF THE SURFACE FRONT.

DICTIONARY OF AIRLINE TERMS

OCCLUSION-- THE TERM USED TO DENOTE THE PROCESS WHEREBY THE AIR IN THE WARM SECTOR OF A CYCLONE IS FORCED FROM THE SURFACE TO HIGHER LEVELS. THE PROCESS IS ACCOMPANIED BY AN INCREASE IN THE INTENSITY OF THE CYCLONE.

OVER-THE-TOP FLYING -- FLIGHT OF AIRCRAFT ABOVE AN OVERCAST. USUALLY A CLOUD FORMATION.

OVER-SHOOT -- TO FLY BEYOND A DESIGNATED MARK OR AREA, SUCH AS A LANDING FIELD, WHILE ATTEMPTING TO LAND ON THE MARK OR WITHIN THE AREA.

PITOT TUBE -- A CYLINDRICAL TUBE WHICH IS MOUNTED AHEAD OF THE WINGS, LEADING EDGE, OR IN SOME UNOBSTRUCTED LEADING POINT OF THE PLANE, AWAY FROM THE PROPELLER STREAM. IT HAS AN OPEN END POINTING FORWARD AND THERE ARE SMALL OPENINGS AT THE SIDE. THE VARIANCE IN PRESSURES BETWEEN THE IMPACT OPENING AND THE SUCTION OPENINGS, ACTUATES AN AIR SPEED INDICATOR.

PROPELLERS -- THE PROPELLERS ARE AN ASSEMBLY OF BLADES WHICH WHEN ROTATED, PROVIDE THE FORCE WHICH PULLS OR DRIVES THE PLANE FORWARD.

PULL-UP -- A MANEUVER, IN THE VERTICAL PLANE, IN WHICH THE AIRPLANE IS FORCED INTO A SHORT CLIMB, USUALLY FROM APPROXIMATELY LEVEL FLIGHT.

PULL-OUT -- THE MANEUVER OF TRANSITION FROM A DIVE TO HORIZONTAL FLIGHT.

RECIPROCAL -- ANY GIVEN DIRECTION (WHETHER COURSE, BEARING, OR HEADING)PLUS OR MINUS 180 DEGREES.

RATE-OF-CLIMB INDICATOR -- AN INSTRUMENT THAT INDICATES THE RATE OF ASCENT OR DESCENT OF AN AIRCRAFT.

RELATIVE BEARING -- THE BEARING OF A RADIO STATION OR OBJECT RELATIVE TO THE AIRPLANE'S HEADING.

RUDDER -- A VERTICAL HINGED OR MOVABLE AUXILIARY AIRFOIL ON AN AIRCRAFT, THE FUNCTION OF WHICH IS TO IMPRESS A YAWING MOVEMENT ON AN AIRCRAFT.

RUDDER-BAR -- A FOOT BAR BY MEANS OF WHICH THE CONTROL CABLES LEADING TO THE RUDDER ARE OPERATED.

RUDDER PEDAL -- THE FOOT PEDALS BY MEANS OF WHICH THE CONTROLS LEADING TO THE RUDDER ARE OPERATED.

RUNWAY -- AN ARTIFICIAL LANDING STRIP PERMITTING THE LANDING AND TAKE-OFF OF AIRPLANES.

ST ELMO'S FIRE -- A LUMINOUS DISCHARGE OF ELECTRICITY FROM ELEVATED OBJECTS SUCH AS THE MASTS AND YARDARMS OF SHIPS, LIGHTNING RODS, STEEPLES, ETC., OCCURRING IN STORMY WEATHER.

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SLEET -- (A) FROZEN OR PARTLY FROZEN RAIN; FROZEN RAINDROPS IN THE FORM OF PARTICLES OF CLEAR ICE. (THE OFFICIAL DEFINITION OF THE UNITED STATES WEATHER BUREAU.) (B) SNOW AND RAIN FALLING TOGETHER. (THE BRITISH USE, THE ONE OCCURRING IN PUBLICATIONS OF THE INTERNATIONAL METEOROLOGICAL ORGANIZATIONS. IN POPULAR AND EIGNEERING USE IN THE UNITED STATES, THE WORD IS OFTEN APPLIED TO A COATING OF GLAZE ON TREES, WIRES, RAILS. ETC.)

SOLO -- FLIGHT ALONE OR IN COMPLETE COMMAND OF AN AIRCRAFT.

SLIPSTREAM -- THE CURRENT OF AIR DRIVEN ASTERN BY A PROPELLER.

SPAR -- THE SPAR IS A WING BRACE OF AN AIRPLANE.

SPEED -- (A) AIRSPEED (SEE AIRSPEED). (B) GROUND SPEED -- THE HORIZONTAL COMPONENT OF THE VELOCITY OF AN AIRPLANE RELATIVE TO THE GROUND. (C) LANDING SPEED -- THE MINIMUM SPEED OF AN AIRPLANE AT THE INSTANT OF CONTACT WITH THE LANDING AREA IN NORMAL LANDING. (D) MINIMUM FLYING SPEED -- THE LOWEST STEADY SPEED THAT CAN BE MAINTAINED, WITH ANY THROTTLE SETTING WHATSOEVER, BY AN AIRPLANE IN LEVEL FLIGHT AT AN ALTITUDE ABOVE THE GROUND GREATER THAN THE SPAN OF THE WING. (E) STALLING SPEED -- THE SPEED OF AN AIRPLANE IN STEADY FLIGHT AT ITS MAXIMUM COEFFICIENT OF LIFT.

STABILIZER -- ANY AIRFOIL WHOSE PRIMARY FUNCTION IS TO INCREASE THE STABILITY OF AN AIRCRAFT. IT USUALLY REFERS TO THE FIXED HORIZONTAL TAIL SURFACE OF AN AIRPLANE, AS DISTINGUISHED FROM THE FIXED VERTICAL SURFACE.

STRATUS -- A LOW UNIFORM LAYER OF CLOUD, RESEMBLING FOG, BUT NOT RESTING ON THE GROUND.

SUPERCHARGER, ENGINE -- THIS IS A PUMP DEVICE WHICH IS LOCATED IN THE ENGINE OF AN AIRCRAFT. IT SUPPLIES A GREATER VOLUME OF AIR AT HIGHER ALTITUDES, IN ORDER TO MAINTAIN COMBUSTION AND ENGINE POWER.

TRIM TAB -- AN AUXILIARY AIRFOIL ATTACHED TO A CONTROL SURFACE FOR THE PURPOSE OF REDUCING THE CONTROL FORCE OR TRIMMING THE AIRCRAFT.

TACHOMETER -- AN INSTRUMENT THAT MEASURES IN REVOLUTIONS PER MINUTE THE RATE AT WHICH THE CRANKSHAFT OF AN ENGINE TURNS.

TAIL, AIRPLANE -- THE REAR PART OF AN AIRPLANE, USUALLY CONSISTING OF A GROUP OF STABILIZING PLANES, OR FINS, TO WHICH ARE ATTACHED CERTAIN CONTROLLING SURFACES SUCH AS ELEVATORS AND RUDDERS; ALSO CALLED "EMPENNAGE."

TAILHEAVY -- THE CONDITION OF AN AIRPLANE IN WHICH THE TAIL TENDS TO SINK WHEN THE LONGITUDINAL CONTROL IS RELEASED IN ANY GIVEN ATTITUDE OF NORMAL FLIGHT.

DICTIONARY OF AIRLINE TERMS

TAIL SURFACE -- STABILIZING OR CONTROL SURFACES IN THE TAIL OF AN AIRCRAFT.

TAKEOFF -- THE ACT OF BEGINNING FLIGHT IN WHICH AN AIRPLANE IS ACCELERATED FROM A STATE OF REST TO THAT OF NORMAL FLIGHT. IN A MORE RESTRICTED SENSE, THE FINAL BREAKING OF CONTACT WITH LAND OR WATER.

TAKEOFF DISTANCE -- THE DISTANCE IN WHICH AN AIRPLANE FINALLY WILL BREAK CONTACT WITH THE LAND OR WATER, STARTING FROM ZERO SPEED. TAKEOFF DISTANCE IS CONSIDERED IN A CALM OR AT A SPECIFIC WIND VELOCITY.

TAXI -- TO OPERATE AN AIRPLANE ON THE GROUND OR WATER UNDER ITS OWN POWER, EXCEPT AS NECESSARILY INVOLVED IN TAKEOFF OR LANDING.

TELETYPE -- A SYSTEM OF COMMUNICATIONS BY AUTOMATIC TYPEWRITERS, OPERATED BY WIRE OR BY RADIO. EXTENSIVELY USED BY THE FEDERAL AVIATION AGENCY AND AIR CARRIER IN TRANSMITTING WEATHER DATA AND OTHER FLIGHT INFORMATION.

TORNADO -- A VIOLENT VORTEX IN THE ATMOSPHERE, ATTENDED BY A PENDULOUS, MORE OR LESS FUNNEL-SHAPED CLOUD.

TORQUE -- THE REACTION TO THE TURNING OF THE PROPELLER. IT IS BEST EXPRESSED AS THE ACTION OF THE ENGINE IN ATTEMPTING TO TURN THE AIRPLANE INSTEAD OF THE PROPELLER. IT ACTS OPPOSITE TO THE DIRECTION OF ROTATION OF THE PROPELLER.

TOWER, AIRPORT CONTROL -- THE COMMUNICATIONS CENTER THROUGH WHICH PILOTS RECEIVE TRAFFIC INSTRUCTIONS FROM THE LOCAL AIRPORT MANAGEMENT, FROM THE FEDERAL AIRWAY TRAFFIC CONTROL CENTER, AND TO WHICH THEY REPORT THE REQUIRED FLIGHT INFORMATION.

TRACK -- THE ACTUAL FLIGHT PATH OF AN AIRCRAFT OVER THE GROUND.

TURBULENCE -- IRREGULAR MOTION OF THE ATMOSPHERE PRODUCED WHEN AIR FLOWS OVER A COMPARATIVELY EVEN SURFACE, SUCH AS THE SURFACE OF THE EARTH, OR WHEN TWO CURRENTS OF AIR FLOW PAST OR OVER EACH OTHER IN DIFFERENCE DIRECTIONS OR AT DIFFERENT SPEEDS. THE EXISTENCE OF TURBULENCE IN THE ATMOSPHERE IS MADE APPARENT BY THE CHARACTER OF THE TRAIL OF SMOKE AND BY GUSTS AND LULLS IN THE WIND.

LIGHTNING -- A DISRUPTIVE ELECTRICAL DISCHARGE IN THE ATMOSPHERE, OR GENERALLY, A LUMINOUS PHENOMENA ATTENDING SUCH A DISCHARGE.

PRECIPITATION -- THE COLLECTIVE NAME FOR DEPOSITS OF ATMOSPHERIC MOISTURE IN LIQUID AND SOLID FORM, INCLUDING RAIN, SNOW, HAIL, AND DEW.

TURN-AND-BANK INDICATOR -- AN INSTRUMENT COMBINING IN ONE CASE A TURN INDICATOR AND A LATERAL INCLINOMETER.

DICTIONARY OF AIRLINE TERMS

TURN INDICATOR -- AN INSTRUMENT FOR INDICATING THE EXISTENCE AND APPROXIMATE MAGNITUDE OF ANGULAR VELOCITY.

VARIATION, MAGNETIC -- THE ANGLE BETWEEN TRUE NORTH AND MAGNETIC NORTH AT ANY GIVEN PLACE.

VERTICAL STABILIZER -- A FIXED VERTICAL MOUNTING FOR THE RUDDER, WHICH IS USED TO STABILIZE OR CONTROL THE EMPENNAGE SECTION VERTICALLY.

VISIBILITY -- THE TRANSPARENCY AND ILLUMINATION OF THE ATMOSPHERE AS AFFECTING THE DISTANCE AT WHICH OBJECTS CAN BE SEEN. IT IS USUALLY EXPRESSED IN FRACTIONS OF A MILE.

WASH -- THE DISTURBANCE IN THE AIR PRODUCED BY THE PASSAGE OF AN AIRFOIL.

WATER SPOUT -- A TORNADO-LIKE VORTEX AND CLOUD OCCURRING OVER A BODY OF WATER.

WHEEL, NOSE -- A WHEEL SET AHEAD OF THE MAIN WHEELS TO SUPPORT THE NOSE OF PLANE EQUIPPED WITH TRICYCLE LANDING GEAR. IT IS NEARLY ALWAYS STEERABLE.

WHEEL, TAIL -- A WHEEL USED TO SUPPORT THE TAIL OF AN AIRPLANE WHEN ON THE GROUND. IT MAY BE STEERABLE OR NON-STEERABLE, FIXED OR SWIVELING.

WING -- A GENERAL TERM APPLIED TO THE AIRFOILS OR ONE OF THE AIRFOILS DESIGNED TO DEVELOP A MAJOR PART OF THE LIFT OF A HEAVIER-THAN-AIR AIRCRAFT.

WINGHEAVY, RIGHT OR LEFT -- THE CONDITION OF AN AIRPLANE WHOSE RIGHT OR LEFT WING TENDS TO DROP WHEN THE LATERAL CONTROL IS RELEASED IN ANY GIVEN ATTITUDE OF NORMAL FLIGHT.

WING TIP -- THE OUTER END OF AN AIRPLANE WING.

ANTILLES AIR BOATS, INC.

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TO WHOM IT MAY CONCERN

This will certify that I have read and am familiar with the contents of Antilles Air Boats' Flight Attendant Manual.

I have been examined orally on the procedures to be followed in normal and emergency conditions.

_____ _____

Flight Attendant Date

This will certify that I have orally examined _____ and have found him to be cognizant of the contents of the Antilles Air Boats' Flight Attendant Manual with respect to normal and abnormal procedures.

_____ _____

Examiner & Supervisor of Flight Attendants Date