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BRIDGEWATER STATE COLLEGE STANDARDS MANUALS

The Bridgewater State College (BSC) Aviation Operations Manual describes and explains the policies and procedures that govern personnel conduct and flight training operations, and is designed to augment the policies and procedures that govern the College within the Commonwealth of Massachusetts. The information provided in this manual pertains to aviation-related BSC personnel, including Ground and Flight Instructors, students, ground service, maintenance, and management personnel. Currently there are three (3) BSC standards manuals:

- ❖ Aviation Operations Manual
- ❖ (2) Flight Standards Manuals (Cessna 172 and PA-28R Arrow)

Each manual or an appropriate section of same shall be available to personnel in all areas of responsibility within the BSC Aviation Program. The Associate Dean overseeing the Aviation Program and his/her designee(s) is responsible for ensuring that all personnel under their supervision possess a working knowledge of all relevant sections of the manual(s) pertinent to their areas of responsibility.

Revisions to this manual will be issued and distributed when regulatory or operational changes occur. All manual holders are responsible for keeping their manual(s) current at all times.

Generation and Questions

The Cessna 172 Flight Standards Manual is published by Flight Operations, Bridgewater State College. Refer all questions pertaining to the enclosed content to BSC Dispatch, and they will be forwarded to the Chief Flight Instructor. A comment and recommendation form is included in this section for copying and submitting change requests or content suggestions.

NOTE

Any charts, diagrams and tables contained in this manual are for flight training purposes only, and may not be reproduced in whole or in part for any other use without written permission from Bridgewater State College/Flight Operations.

Purpose

The Cessna 172 Flight Standards Manual contains operating limitations, procedures and performance data for operation of the Cessna 172 aircraft, manufactured by Cessna Aircraft Company. The manual is to be used in conjunction with the manufacturer's approved Pilot's Operating Handbook.

CAUTION

Pilots and flight crews shall follow the operational procedures and limitations established in this manual. The Pilot-in-Command may deviate from these procedures as necessary to meet the exigencies of any emergency.

NOTE

Where a conflict occurs between the content of any BSC Standards Manual and the AIM, POH, FAA Approved AFM, or FARs, the listed publications shall be controlling.

When BSC policy is more restrictive, it will take precedence.

Terms and Definitions

The following terms or abbreviations, when used in this manual, shall have the meaning(s) indicated below:

- ⊕ **CFI** means an FAA certified flight instructor employed by BSC, and Pilot-in-Command.
- ⊕ **Flight crewmember or flight crew** refers both to the CFI and student during any flight training event. Masculine and/or feminine pronouns may be used interchangeably and refer to both male and female persons, unless stated otherwise.
- ⊕ **BSC** means Bridgewater State College or the Bridgewater State College Aviation Program.
- ⊕ **Manual** refers to this Flight Standards Manual. Other manuals will be specified by name.
- ⊕ **Shall** means the action, policy, or procedure is mandatory.
- ⊕ **Will** means the action, policy, or procedure may occur in the future.
- ⊕ **Should** means the action, policy, or procedure is recommended.
- ⊕ Singular nouns have the same meaning as the plural, and vice versa.
- ⊕ **AvOps** means Aviation Operations, the flight training element of BSC Aviation Science.
- ⊕ **CFR** means Code of Federal Regulations.
- ⊕ **Incident, Accident, or Injury** in reference to any operation involving an aircraft means the same as these terms when used in NTSB 830.
- ⊕ **Injury** per any non-flight event means any physical injury sustained on BSC property or on property for which BSC maintains exclusive use per 14 CFR Part 141 regulations.
- ⊕ **NTSB** means National Transportation Safety Board.
- ⊕ **RTS** in reference to equipment (aircraft or AATD) means Return to Service

NOTES, CAUTIONS, AND WARNINGS

The manual contains numerous notes, cautions and warnings labeled specifically to gain the attention of the manual holder and focus his/her attention on an important informational item. They are indicated as follows:

NOTE

Expands on or emphasizes essential information and is likely safety related.

CAUTION

Information must be considered or instructions followed to avoid possible damage to aircraft or other equipment.

WARNING

Instructions shall be strictly followed to avoid personal injury or loss of life.

For Warnings, procedural and/or policy information contained in a solid black box shall be recalled from memory.

Manual Revision Process

Periodically the contents of this, or any, manual require revision to maintain currency or correct discrepancies. A temporary revision serves to make the required information immediately available, until a permanent revision is distributed in the next printing cycle. Temporary revision information will supplement and/or replace existing manual information. All temporary revisions will be printed on yellow paper.

White pages will not be removed for a temporary revision. Yellow temporary revision pages shall be inserted so that its page number faces the corresponding page number in the manual. Instructions at the top of the temporary revision page will indicate where the temporary revision information is to be inserted and, as applicable, what information must be deleted. Replaced or deleted text should be crossed out of the manual.

If a multi-page temporary revision replaces or supplements information on one white revision page, the first temporary revision page will have the appropriate page number (e.g. 7-47). Subsequent pages in the group will have the page number followed by a letter (e.g. 7-47B...). Temporary revisions shall only be removed when specified.

Revision System

Cessna 172 Flight Standards Manual revisions will be issued in consecutive numbers; and each page of the new revision will contain the revision number and the date the revision was issued.

<p>NOTE</p>

All affected personnel are responsible for periodically reviewing the Cessna 172 Flight Standards Manual to ensure proficiency with and adherence to all current policies and procedures.

Revision Control

If a revision is missed contact BSC Dispatch for a copy.

Bulletins

A Bulletin contains those items that must be relayed to applicable personnel immediately. The information is not intended to be a permanent revision to the Manual. Bulletins have flexible expiration dates. All Bulletins will be printed on blue paper.

Comments and Recommendations

Pilots are encouraged to make a copy of this page, or obtain this form from BSC Dispatch, to forward constructive comments and recommendations for this manual. Attach a photocopy of the relevant pages of the manual and mark the applicable areas.

MANUAL CHANGE RECOMMENDATION

TO BE FILLED IN BY EMPLOYEE/STUDENT AND FORWARDED TO BSC DISPATCH

DATE: ___/___/___

NAME: _____

EMPLOYEE or STUDENT NUMBER: _____ EMAIL: _____

MANUAL: _____

MANUAL REVISION NUMBER: _____

MANUAL CHAPTER NUMBER: _____

MANUAL PAGE NUMBER: _____

SUBJECT AREA (general): _____

CHANGE RECOMMENDATION:

Continue change recommendation on back if necessary.

SIGNATURE: _____

BSC DISPATCH USE ONLY

FROM: _____

TO: _____

Your Change Recommendation dated _____ has been received and acknowledged. It will be held for action. Please contact BSC Flight Operations with any additional questions.