



# **THE WINGMAN STANDARD**

**Revision 3.2**

22 January 2016

## Preamble

Consistent with our approach to remaining the gold standard for assessing and managing risk in the business aviation environment Wyvern is issuing Revision 3.2 to the Wingman Standard that further defines the commitment of those operators in our Wingman program to the high standards and recommended practices our corporate clients, brokers and end users expect of our Wingman operators. Compliance with the Wingman Standard demonstrates a rigorous and proactive commitment to safety management throughout the organization which is the foundation for which the standard is based. Continuing emphasis on identifying and mitigating risk to its lowest level in all aspects of company operations will continue to drive changes in our approach as evolving technology and recognition of alternative approaches to managing safety and risk are recognized.

In addition it should be noted that this most recent revision implements a further realignment to the Wingman Pilot Aircraft and Safety Survey (PASS) program for pilot experience requirements in terms of total time in aircraft flown and recency experience for the past 90 and 365 day periods. These realigned time requirements acknowledge other highly respected and well recognized industry benchmarks and take into account accident and safety data from government and regulatory sources. The requirement also addresses operating experience in high workload flight environments and where flight segments are regional or shorter in nature.

As Wyvern continues to set the standard for air charter operators around the globe be assured that we will continue to protect the integrity of what we have built over the last 25 years. When you choose to fly with a Wyvern Wingman, you've chosen to fly with the best!

Safe flying!

A handwritten signature in black ink, appearing to read 'Art Dawley', with a stylized, cursive script.

Art Dawley, Chief Executive Officer  
WYVERN CONSULTING, LTD.



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# Introduction

## Purpose

The purpose of THE WINGMAN STANDARD is to reflect Industry Best Practice performance expectations for commercial air charter operations. WYVERN is not a regulatory authority; compliance with THE WINGMAN STANDARD, beyond the regulatory requirements of the governing Civil Aviation Authority (CAA), is voluntary.

## Policy Statement

In accordance with WYVERN's policy, WYVERN reserves the right to remove or suspend an Operator from The Wingman Report (TWR) at any time due to significant operational changes, in the event of an incident or accident, or for any reason deemed detrimental to the intent and the integrity of THE WINGMAN STANDARD.

## Background

Some of the most sophisticated and efficiently run flight departments around the world share certain operational traits that govern their processes, procedures, systems and policies which are commonly referred to as Industry Best Practices (further defined in Appendix C). THE WINGMAN STANDARD is based on the operating practices of those departments and organizations. The following requirements, as set forth in THE WINGMAN STANDARD, reflect Industry Best Practices and operational oversight that are indicative of a safe, world-class aviation organization and are a reasonable and achievable program for those charter operators who commit to operate to a higher standard.

## Applicability

This document is THE WINGMAN STANDARD. Operators are evaluated against the criteria contained herein, the requirements of their internal policies and procedures, and against recognized industry best practices. Wyvern has chosen to implement the *International Standard of Business Aircraft Operations* (IS-BAO) Standards and Recommended Practices as the primary baseline criteria to the Wingman Program audit process. A demonstrated IS-BAO Stage II level Safety Management System (SMS) compliance is a minimum requirement for Wingman consideration (certification not required).

The scope of the qualifying evaluation includes those operational activities referenced in the most recent ICAO 9859 Safety Management Manual document (download at [www.wyvernltd.com/wingman-standard/](http://www.wyvernltd.com/wingman-standard/)), a review of the company operational history and safety record, Safety Management System (SMS), Internal Evaluation Program (IEP), administrative composition, technical documentation, pilot and aircraft records, training requirements, and maintenance operations including technician training and experience. An Operator's adherence to THE WINGMAN STANDARD and successful audit conducted by WYVERN will qualify for WINGMAN Certification.

## Organization

Sections 1 – 3, are general requirements of THE WINGMAN STANDARD and are applicable to all operators, regardless of aircraft type, base location, and mission. The appendices that follow further specify the requirements for functional missions and further clarify resources that are used as references in THE WINGMAN STANDARD. In sections where the Appendix differs from the general requirements, the Appendix shall take precedence. All technical terms used herein will be aligned with those supplied in Appendix C document (c), unless otherwise defined by WYVERN.

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# 1 Organizational Requirements

## 1.1 Operational Control

The legal entity (Operator) operating the aircraft shall always be disclosed. The Operator shall make available to its clients, and WYVERN, information for all flights to include the certificate holder's authorized business name (including all DBA or Trading As names) and information regarding the crew assigned. A successful WINGMAN STANDARD Pilot and Aircraft Safety Survey (PASS) shall be ensured prior to any WINGMAN-compliant flight.

- a. The Operator, to be considered for evaluation, must possess a valid Air Carrier Certificate or Air Operator Certificate (AOC/ACC) issued by the Civil Aviation Authority (CAA) of the country governing the certificate. When performing service, the Operator shall adhere to all national aviation regulations as well as the terms and conditions specified herein.
- b. Chartered aircraft must be listed in the Operator's applicable Operations Specifications paragraph or authorized registration marks, and all assigned crewmembers must be trained in accordance with provisions of the Operator's approved Training Program.

## 1.2 Brokering

Flights requested for, and provided to Wyvern clients, shall not be brokered or subcontracted to a broker or another operator without providing a successful WINGMAN STANDARD PASS report to the brokering entity or end client.

## 1.3 Safety Management System (SMS)

The Operator shall have a well-documented and implemented Safety Management System (SMS) in compliance with [ICAO Document 9859, 3<sup>rd</sup> Edition, dated May 2013](#) or the most recent revision. The SMS shall be under the direction and control of a designated Safety Manager (or equivalent title). The SMS shall include systematic procedures, practices and policies for the management of risk including a comprehensive Emergency Response Plan (ERP) as outlined in Chapter 5, Appendix 3 of the same ICAO document as referenced above.

- a. The Safety Manager will be shown in the Operator's Table of Organization as having direct access to the most senior management person in the company.
- b. The system shall include an established Safety Committee whose membership is comprised of representatives from each department within the company, e.g., flight operations, maintenance, scheduling, administration, etc. The committee shall meet at least quarterly.
- c. All company employees must have direct access to the Safety Manager and the Safety Committee regarding safety issues and all reported issues must be free from the threat of reprisal.



- d. The responsibilities and authority of the Safety Committee and Safety Manager must be documented with all pertinent information in the Safety Management System (SMS) Manual that has been approved by senior management and communicated to the department.
- e. The Operator shall continually improve the effectiveness of the SMS through the use of the safety policy, safety objectives, audit results (internal and external), data collection & analysis, corrective & preventive actions, and management review.
- f. The Operator shall develop a policy in the company SMS requiring that a Flight Risk Assessment Tool (FRAT) be used prior to each flight departure that would identify potential hazards and weigh the risk associated with each hazard.

## 1.4 Administrative

### 1.4.1 Insurance Criteria

The Operator shall submit a copy of all certificates of insurance to WYVERN, which will be kept available on WYVERN's online database. The recommended minimum coverage is listed in Appendices A & B corresponding to each aircraft or operation type. WYVERN shall be included as Additional Insured under each policy.

*NOTE: Such certificates should provide that the insurer give WYVERN at least 30 days prior written notice of any change or cancellation of the policy.*

### 1.4.2 Notification Protocol

The Operator shall add WYVERN to the company Emergency Response Plan (ERP) notification list. In the event of an accident or incident, WYVERN shall be provided with an initial or preliminary report within 48 hours. It may be requested of the Operator to submit additional information to WYVERN following involvement of the Operator or any of its pilots or technicians (if applicable) in the event of:

- a. accidents;
- b. incidents;
- c. enforcement actions resulting in Certificate Action or Civil Penalty sanctions; and
- d. key personnel/management changes.

*NOTE: Failure to comply with these notification requirements may result in the immediate revocation of WINGMAN Certification and subsequent removal from The Wingman Report (TWR).*

### 1.4.3 Audit Program

To qualify for WINGMAN Certification, an audit shall be conducted by a WYVERN representative every 24 calendar months to ensure the Operator's adherence to THE WINGMAN STANDARD. During the course of the initial and subsequent audits, the Operator shall provide access to all personnel, equipment, documentation, records, reports, facilities, and any other information deemed appropriate and necessary by WYVERN.

If the audit is not complete<sup>1</sup> before the certificate expiration date, the Operator will be removed from The Wingman Report (TWR).

#### **1.4.3.1 Due Dates**

An Operator shall adhere to all due dates set by WYVERN's Audit Operations Team to complete the audit. Failure to meet deadlines may result in a disqualification or removal of WINGMAN Certification.

- a. An initial response and remedial action plan for each non-conformity identified during an audit is due in writing within 5 business days of the end of the audit.
- b. Documented evidence that each non-conformity identified during an audit has been corrected must be provided to WYVERN within 30 business days after the initial response plan was due.

#### **1.4.3.2 Base Month Policy**

An Operator may complete their renewal audit up to 90 days in advance of their expiration and retain their base month for subsequent renewals. A grace period of up to 30 days past due an Operator's expiration may be granted, during which they may remain on The Wingman Report (TWR), if and only if:

- a. the Wyvern Audit Sales Agreement has been entered;
- b. full payment has been received by WYVERN for the audit services; and
- c. the onsite auditor visit has been scheduled.

If the grace period has expired and the audit is not yet complete, the Operator will then be removed from The Wingman Report (TWR), the online WYVERN database, and PASS program.

#### **1.4.3.3 Follow-Up Audits**

After the completion of a satisfactory initial audit, the Operator agrees to submit to periodic reviews, or as requested by WYVERN clientele. The audit cycle (including audit and all non-conformities cleared) must be completed within 24 calendar months for a continued certification.

In the period between regular audits, the Operator agrees to submit to additional onsite audits to retain certification if WYVERN determines there have been developments (e.g., management personnel changes, management re-structuring, significant fleet changes, mergers or acquisitions) which may significantly impact the flight operations or maintenance practices of the Operator.

#### **1.4.3.4 Additional Bases or Floating Fleet**

Fleets which are maintained at several bases on one certificate, or are utilizing a "floating fleet" concept, are subject to additional onsite evaluations at WYVERN's discretion.

### **1.4.4 Data Management**

- a. The Operator shall provide WYVERN with the following information no less than 14 days prior to a scheduled audit and is responsible for maintaining the currency and accuracy of this information on The Wingman Report (TWR) throughout the registration period of their WINGMAN Certification:
  - i. pilot information, including:
    1. certificate numbers;

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<sup>1</sup>An audit is considered complete when the final audit report and certificate is issued.

2. medical certificates;
  3. training summary records;
  4. flight evaluation (check ride) dates; and
  5. flight hours (total flight hours must be updated at least every 90 days thereafter).
- ii. aircraft information, to be reviewed and updated continually (but at least annually);
  - iii. company information, including all base locations; and
  - iv. Operating Certificates and Operations Specifications changes.
- b. Failure to maintain accurate and current data in the WYVERN online database (available at <http://www.wyvernlimited.com>) may result in a revocation of WINGMAN Certification and removal from The Wingman Report (TWR).

### 1.4.5 Minimum Equipment List

Only aircraft with an approved Minimum Equipment List (MEL) are eligible for WINGMAN-compliant flights. These aircraft shall be listed on The Wingman Report (TWR) and available for PASS. If the Operator is uncertain whether or not an aircraft is WINGMAN-compliant, the Operator should run a WINGMAN STANDARD PASS report.

## 1.5 Customer Privacy

The Operator will ensure that customer privacy is maintained. This includes minimum public exposure of the aircraft, flight operations, passenger contacts, and manifests. Passenger names will not be posted or displayed on any medium that can be viewed by the public. Unless specifically authorized by the client, there will be no disclosures that connect WYVERN clientele to any facility, schedule, flight or travel pattern.

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## 2 Operational Requirements

### 2.1 Pilots

All pilots shall:

- a. be full-time employees or dedicated contractors of the Operator;
- b. be current and qualified under national aviation regulations; and
- c. must be assigned to fly no more than two types of aircraft.

All flights shall be conducted with two pilots. In no circumstance shall a pilot's age exceed 65 years.

NOTE: *For the purpose of THE WINGMAN STANDARD a "dedicated contractor" is defined as a pilot who works solely for one specific Air Carrier/Operator and as such must be working under a written contract or agreement.*

### 2.2 Fatigue Management

The Operator shall develop and implement a fatigue management policy in accordance with recognized industry resources or applicable national regulations.

NOTE: *WYVERN recommends that the Operator develop a Fatigue Management System in accordance with the Flight Safety Foundation & NBAA document, Duty/Rest Guidelines or EU-OPS Subpart Q.*

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## **3 Maintenance Program**

### **3.1 Facilities & Equipment**

The Operator shall provide facilities and equipment that will allow the Operator's maintenance personnel to perform all in-house maintenance in a competent manner. The Operator will ensure that its facilities comply with all national safety and health requirements. Records of facility inspections shall be available for review by WYVERN.

### **3.2 Maintenance Away from Home Base**

- a. When aircraft are away from home base, the Operator must have procedures in place to ensure all maintenance actions conform to national regulations, internal policies and observed maintenance programs. Technicians assigned to work on the aircraft must be appropriately certified and trained to work on the specific type of aircraft. These requirements shall also apply to "floating fleets" which are defined as those aircraft not based at either the home base or a designated satellite base.
- b. The maintenance program must include procedures to be used for aircraft located at satellite or out bases. A "satellite" or "out base" is defined as an airport or heliport other than the Operator/Management Company's main base at which one or more aircraft and personnel are based and managed by the Operator/Management Company. These procedures shall detail responsible persons, the process used to ensure complete oversight of maintenance activities and knowledge of aircraft airworthiness status.

### **3.3 Qualifications and Training**

WYVERN's goal is to encourage a proactive maintenance training approach through continuing professional development and to ensure the highest level of safety possible by the Operator without creating undue financial burden on the operation.

At least one technician performing maintenance on WINGMAN-compliant aircraft and with Return to Service authority must be properly certificated by the national Civil Aviation Authority (CAA) of the country in which they operate. Also, at least one technician for each aircraft type in an Operator's fleet shall be trained in accordance with either Section 3.4.1 or Section 3.4.2 below.

In order for Operators who conduct in-house maintenance to meet the maintenance training requirements of THE WINGMAN STANDARD for WINGMAN-compliant flight operations, the following conditions below must be met by the lead technician for each of the Operator's aircraft types.

### 3.3.1 Technician Training Requirements – Option 1

The Operator must:

- a. provide evidence of proper certification of the technician by the national Civil Aviation Authority (CAA) of the country in which they operate for the technician who performs maintenance on WINGMAN-compliant aircraft;
- b. provide to WYVERN documented evidence of successful completion of a manufacturer's approved Initial Training Program by the technician or provide documented evidence of at least five years of experience specific to the particular aircraft type represented; and
- c. provide to WYVERN Certificates of Completion for at least 40 hours of manufacturer approved recurrent training by the technician for that particular aircraft type represented within the past 24 months.

### 3.3.2 Technician Training Requirements – Option 2

The Operator must:

- a. provide evidence of proper certification by the Civil Aviation Authority (CAA) of the country in which they operate for the technician who performs maintenance on WINGMAN-compliant aircraft;
- b. provide to WYVERN documented evidence of successful completion of a manufacturer's approved Initial Training Program by the technician or provide documented evidence of at least five years of experience specific to the particular aircraft type worked on; and
- c. provide evidence of ongoing professional development training courses, not required by regulation, that consist of at least 40 hours of training within the past 24 months:
  - i. For technicians with fewer than five years of operational experience training shall be broken down as such:
    1. 25% internal company training (minimum 10 hours);
    2. 50% Continuing Professional Development courses through an industry recognized training firm or a Subject Matter Expert which may include web-based courses, (minimum 20 hours); and
    3. 25% On-The-Job (OTJ) training (minimum 10 hours):
      - To be an OJT instructor, the technician or Inspector must have attended an aircraft manufacturer's approved Initial Training Program on the particular aircraft type which he is instructing and have accomplished at least 40 hours of ongoing training within the past 24 months.
      - The OJT instructor shall have at least 24 months of experience on the particular type of aircraft represented and have been qualified as an instructor through the approved Maintenance Training Program.



- ii. For technicians with 5 or more years of operational experience the training shall be broken down as such:
  1. 25% Internal company training (minimum 10 hours); and
  2. 75% Continuing Professional Development courses (minimum 30 hours)

### **3.4 Audit Programs**

The Operator shall document a vendor audit program for all vendors providing maintenance and support services to the Operator. The Operator shall develop, implement, and maintain minimum performance specifications for their vendors. In addition, the Operator will document and administer an Internal Evaluation Program (IEP). Records of these audits shall be filed and readily available for review by WYVERN.

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# Appendix A: Fixed-Wing Turbine Engine Passenger Carrying Requirements

Throughout Appendix A, all references to the regulations should be interpreted as referring to the applicable national Civil Aviation Authority (CAA) of the country governing the Operator's Air Operator / Carrier Certificate. In the absence of corresponding national regulations, the operator shall comply with the intent of THE WINGMAN STANDARD.

## A.1 Insurance

The *recommended* minimum Combined Single Limit (CSL) liability coverage is as follows:

- a. Light Jet: \$ 75 Million USD
- b. Medium Jet: \$ 150 Million USD
- c. Large Jet: \$ 300 Million USD
- d. Turboprop: \$ 50 Million USD

## A.2 Operational Requirements

### A.2.1 Pilots

All pilots will be current and qualified per the appropriate Civil Aviation Authority (CAA).

Recency of experience in the last 90 or 365 days may be measured by either flight time in multi-engine aircraft, or by the logged number of flight segments. Flight segments are defined as one flight consisting of one take-off and one landing. Pilots employed by Operator need to comply with experience requirements referenced in this section in order to meet Pilot and Aircraft Safety Survey (PASS) benchmark for individual flights.

a. Pilot-In-Command (PIC) Experience Requirements

	Multi-engine Turbojet		Multi-engine Turboprop	
Airman Certificate	ATP		ATP	
Type Rating	Appropriate type rating		Appropriate type rating	
Medical Certificate	1st Class		1st Class	
Total Time in All Aircraft	3,500 hrs with 3,000 hrs as PIC		3,500 hrs with 3,000 hrs as PIC	
Total Time in Category	3,500 hrs with 3,000 hrs as PIC		3,500 hrs with 3,000 hrs as PIC	
Total Multi-engine Time	3,000 hrs with 2,000 hrs as PIC		3,000 hrs with 2,000 hrs as PIC	
Total Time in Type	200 hrs with 100 hrs as PIC		200 hrs with 100 hrs as PIC	
Logged IFR	250 hrs as PIC		250 hrs as PIC	
Multi-engine time last 365 days	200 hrs <u>or</u> 200 flight segments		200 hrs <u>or</u> 200 flight segments	
Multi-engine time last 90 days	Within 90 days of simulator training	30 hrs or 30 flight segments	Within 90 days of simulator training	30 hrs or 30 flight segments
	Within 91-180 days of simulator training	40 hrs or 40 flight segments	Within 91-180 days of simulator training	40 hrs or 40 flight segments
	180 days or more since simulator training	50 hrs or 50 flight segments	180 days or more since simulator training	50 hrs or 50 flight segments
Simulator Training**	Yes		Yes	
CAA Sanctions last 5 years	Conditional*		Conditional*	
Accidents/Incidents last 5 years	Conditional*		Conditional*	

b. Second-In-Command (SIC) Experience Requirements

	Multi-engine Turbojet		Multi-engine Turboprop	
Airman Certificate	Commercial Instrument		Commercial Instrument	
Type Rating	Appropriate type rating		Appropriate type rating (if available)	
Medical Certificate	1 <sup>st</sup> Class		1 <sup>st</sup> Class	
Total Time in All Aircraft	2,000 hrs		1,500 hrs	
Total Time in Category	1,000 hrs		1,000 hrs	
Total Multi-engine Time	1,000 hrs		1,000 hrs	
Total Time in Type	50 hrs		50 hrs	
Logged IFR	75 hrs		75 hrs	
Multi-engine time last 365 days	200 hrs <u>or</u> 200 flight segments		200 hrs <u>or</u> 200 flight segments	
Multi-engine time last 90 days	Within 90 days of simulator training	30 hrs or 30 flight segments	Within 90 days of simulator training	30 hrs or 30 flight segments
	Within 91-180 days of simulator training	40 hrs or 40 flight segments	Within 91-180 days of simulator training	40 hrs or 40 flight segments
	180 days or more since simulator training	50 hrs or 50 flight segments	180 days or more since simulator training	50 hrs or 50 flight segments
Simulator Training**	Yes		Yes	
CAA Sanctions last 5 years	Conditional*		Conditional*	
Accidents/Incidents last 5 years	Conditional*		Conditional*	

\*Consideration for waiver after review of determining factors or notification from regulatory or accident investigation authorities.

\*\*In accordance with IS-BAO Recommended Practice 5.1.5

## A.2.2 Specific Operating Limitations

### A.2.2.1 Specially-Designated Mountain Airports

As part of the SMS, the Operator shall have formal risk controls in place for approaches to, departures from, and training designed to minimize the hazards of flying to Specially Designated Mountain Airports (SDMA). WYVERN recommends, at a minimum, that USA Operators include KASE, KEGE, KRIL, KTEX, KJAC, KSUN, and KTVL are designated SDMA's. Internationally, each Operator shall maintain an appropriate list of difficult and/or mountainous airports within their region of operations requiring specific risk controls. WYVERN will, upon request, assist the Operator in developing and evaluating the SDMA risk control measures above and beyond the following chart.

NOTE: Due to the dynamic nature of airport information, the SDMA chart contains recommendations only and may not account for the most current airport data or practices.

## Specially-Designated Mountain Airport Operations Chart

Below is an example of SDMA risk controls

AIRPORT	DAY/VFR	DAY/IFR(2)	NIGHT VFR SS-SR	NIGHT IFR(2) SS-SR	WX REQUIRED FOR DEPARTURE IF CLIMB GRADIENT NOT MET
<b>KASE</b> Aspen, CO ELV 7815' Rnwy 7006'	All Categories	Category A/B/C	NONE	NONE	Runway 33 SAARD ONE 4300/3 Runway 15 N/A - Terrain
<b>KEGE</b> Eagle, CO ELV 6535' Rnwy 8000'	All Categories	All Categories	NONE	NONE	Runway 7 5100/3 Runway 25 5400/3
<b>KRIL</b> Rifle, CO ELV 5544' Rnwy 7000'	All Categories	Categories A/B/C	All Categories with ILS or VASI	All Categories with ILS or VASI	Runway 8 5400/3 Runway 26 SQUAT TWO Std min climb only (397'/NM)
<b>KTEX</b> Telluride, CO ELV 9078' Rnwy 6870'	All Categories	Category A & B	NONE	NONE	Runway 27 5300/3 Runway 09 N/A-Obstacles
<b>KJAC</b> Jackson Hole, WY ELV 6445' Rnwy 6300'	All Categories	All Categories	All Categories with ILS or PAPI	All Categories with ILS or PAPI	Runway 19 TETON THREE 4400/3 Runway 1 GEYSER FOUR 4400/3
<b>KSUN</b> Hailey, ID ELV 5315' Rnwy 6952'	All Categories	Categories A/B/C	NONE	NONE	Runway 13 3600/3
<b>KTVL</b> South Lake Tahoe, CA ELV 6264' Rnwy 8544'	All Categories	All Categories	All Categories with LDA-DME 1 or 2 Rnwy 18 and PAPI	All Categories with LDA-DME 1 or 2 Rnwy 18 and PAPI	Runway 36 2700/3 Runway 18 4000/3

Notes:

1. All airports require weather reporting to conduct IFR operations.
2. For IFR approach minimums, refer to appropriate instrument approach chart. (IFR landing minimums may be lower than IFR departure minimums, allowing aircraft to land, but not depart.)
3. ASE, EGE, TEX, and SUN limited to day only. Night departures permitted at RIL, JAC, and TVL. Performance must meet published IFR climb gradients, regardless of existing ceiling/visibility. SS-SR = NOAA Official Sunset to Sunrise.

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## Appendix B: Rotary-Wing Turbine Engine Passenger Carrying Requirements

Throughout Appendix B, all references to the regulations should be interpreted as referring to the applicable national Civil Aviation Authority (CAA) of the country governing the Operator's Air Operator/Carrier Certificate. In the absence of corresponding national regulations, the Operator shall comply with the intent of THE WINGMAN STANDARD.

### B.1 Organizational Requirements

#### B.1.1 Escorting Passengers

The operator will have a documented policy to escort passengers to and from the rotorcraft, regardless of whether the engines are running or not. Deplaning and boarding the rotorcraft will always be done from the side moving out and away from under the rotor disc. At no time should the aircraft engine be running without at least one pilot at the controls, nor should any ground vehicles be allowed to drive under the rotor disc.

#### B.1.2 Insurance

The *recommended* minimum Combined Single Limit (CSL) liability coverage is as follows:

- a. Small: \$ 10 Million USD
- b. Medium: \$ 22 Million USD
- c. Large: \$ 75 Million USD

### B.2 Operational Requirements

#### B.2.1 Pilots

All pilots will be current and qualified per the appropriate Civil Aviation Authority (CAA).

Recency of experience in the last 90 or 365 days may be measured by either flight time in multi-engine aircraft, or by the logged number of flight segments. Flight segments are defined as one flight consisting of one take-off and one landing. Pilots employed by Operator need to comply with experience requirements referenced in this section in order to meet Pilot and Aircraft Safety Survey (PASS) benchmark for individual flights.



	PIC		SIC	
Airman Certificate	ATP – H		Commercial Instrument	
Type Rating	Appropriate category & class		Appropriate category & class	
Medical Certificate	1 <sup>st</sup> Class		1 <sup>st</sup> Class	
Total Time in All Aircraft	N/A		N/A	
Total Time in Category	2,000 hrs as PIC		1,500 hrs	
Total Time in Type	200 hrs as PIC		50 hrs	
Logged IFR	100 hrs as PIC		50 hrs	
Multi-engine Time last 365 days	200 hrs <b>or</b> 200 flight segments		200 hrs <b>or</b> 200 flight segments	
Multi-engine Time last 90 days	Within 90 days of simulator training	30 hrs or 30 flight segments	Within 90 days of simulator training	30 hrs or 30 flight segments
	Within 91-180 days of simulator training	40 hrs or 40 flight segments	Within 91-180 days of simulator training	40 hrs or 40 flight segments
	180 days or more since simulator training	50 hrs or 50 flight segments	180 days or more since simulator training	50 hrs or 50 flight segments
Simulator Training**	Yes		Yes	
CAA Sanctions last 5 years	Conditional*		Conditional*	
Accidents/Incidents last 5 years	Conditional*		Conditional*	

\*Consideration for waiver after review of determining factors or notification from regulatory or accident investigation authorities.

\*\*In accordance with IS-BAO Recommended Practice 5.1.5

## B.2.2 Rotorcraft Requirements

To be WINGMAN-compliant, all rotorcraft will have at least two engines.

All rotorcraft operating more than 3 miles from shore overwater must have equipped flotation pop-out devices to be WINGMAN-compliant. It is recommended to have flotation pop-out whenever operating beyond auto-rotative distance from land.

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## Appendix C: Industry Best Practice Resources

- a. The Wingman Standard, Revision 3.2, 22 January 2016
- b. ICAO Document 9859 (Safety Management Manual), 3<sup>rd</sup> Edition, May 2013
- c. International Standards for Business Aviation Operations (IS-BAO) Audit Standards (most recent revision)
- d. IBAC , “Guidelines For The Conduct of Risk Analysis by Business Aircraft Operators”
- e. FAA Advisory Circular 120-92A. “Introduction to Safety Management Systems for Air Operators”, dated August 12, 2010
- f. NBAA Management Guide (most recent revision)
- g. NBAA Business Aviation Management Journal
- h. FAA Advisory Circular 120-71A, “Standard Operating Procedures for Crewmembers”, dated February 27, 2003
- i. Flight Safety Foundation, “AeroSafety World Magazine”
- j. Flight Safety Foundation & NBAA: Duty/Rest Guidelines
- k. Flight Safety Foundation monthly bulletins (prior to 2006)
  - i. Accident Prevention
  - ii. Airport Operations
  - iii. Aviation Mechanics Bulletin
  - iv. Cabin Crew Safety
  - v. Flight Safety Digest
  - vi. Helicopter Safety
  - vii. Human Factors & Aviation Medicine
- l. ISO 9000 Quality Management Standards
- m. Helicopter Association International , Helicopter Mission-Specific Standards (HMSS)
- n. EASA, “European Strategy Safety Initiative (ESSI)”
- o. Aeronautical Repair Station Association (ARSA), “Human Factors Training Handbook”, original issue, dated April 5, 2007
- p. ICAO Annex 1, Amendment 172 – Personnel Licensing