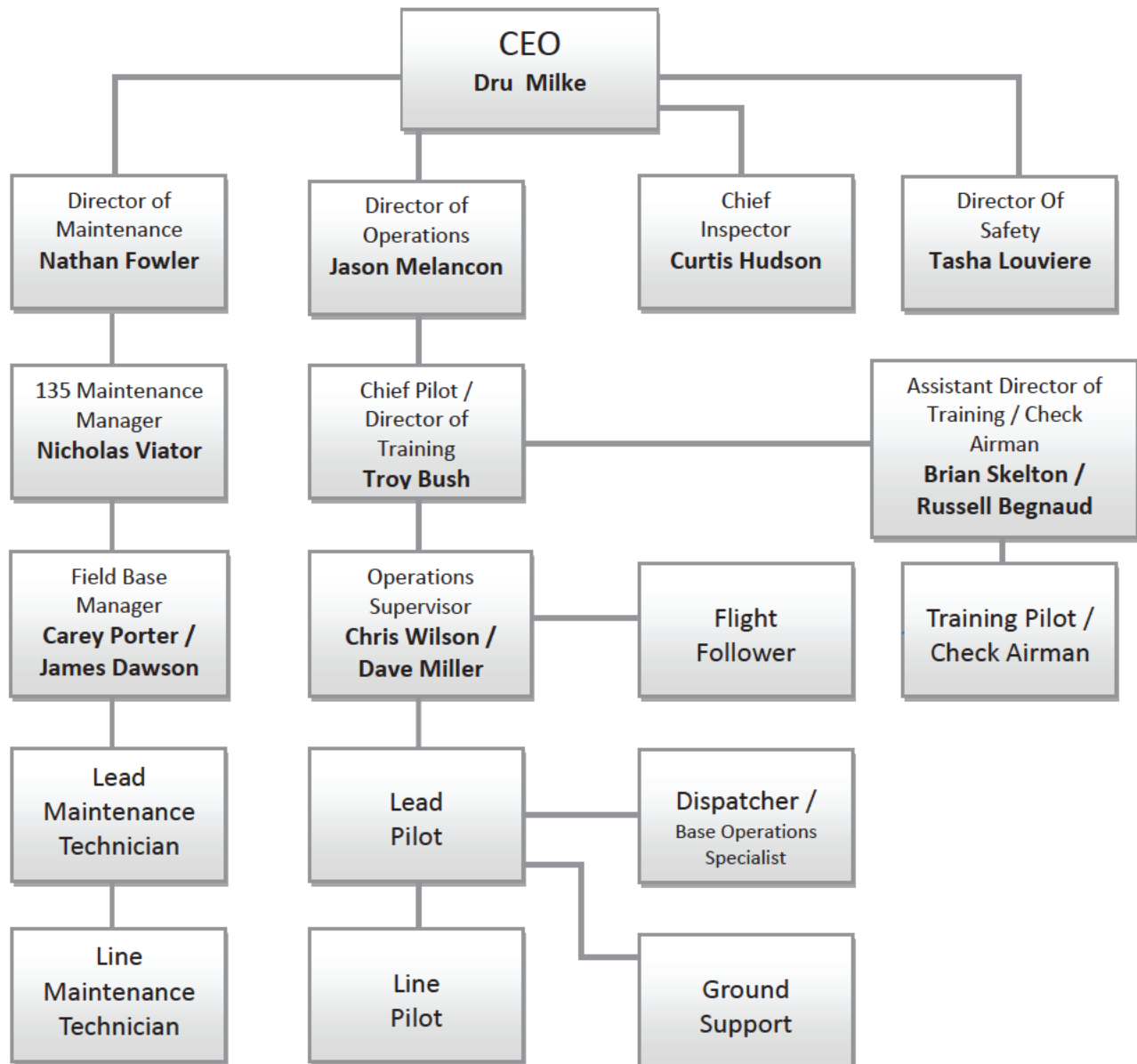


The following Flight Standards District Office and personnel assigned to RLC has prime responsibility for the related activities on all regulatory matters.



Flight Standards District Office [REDACTED] Baton Rouge, Louisiana 70808

1.4 ORGANIZATIONAL CHART



2.4.2 BELL HELICOPTER 407 LOADING ENVELOPE

- A. When loaded in the following manner, the aircraft will remain within the CG limitations. Otherwise, actual CG will be determined prior to takeoff and recorded on the FSO.
 - 1. Minimum pilot station weight: 170 pounds
 - 2. Weight allowance in the baggage compartment is zero pounds.
 - 3. Lateral CG: Must be loaded symmetrically. Lateral imbalance may not exceed 300 pounds when gross weight exceeds 5000 pounds.
 - 4. Selective Passenger Loading: When both crew seats are occupied, only one (1) mid passenger is permitted unless there are two (2) aft passengers.
- B. Loading Envelope:
 - 1. Left front and middle seats empty. Weight allowance in baggage compartment is zero pounds.
 - 2. Weight in baggage compartment is allowable at a rate of one pound for every pound at the pilot station above 170 pounds or one pound for every two pounds in the middle seats, not to exceed 250 pounds in the baggage compartment.
 - 3. All passenger baggage weights must comply with structural limits.

2.4.3 BELL HELICOPTER 206L LOADING ENVELOPE

- A. When loaded in the following manner, the aircraft will remain within the CG limitations. Otherwise, actual CG will be determined prior to takeoff and recorded on the FSO.
 - 1. Minimum pilot station weight: 170 pounds.
 - 2. Weight allowance in baggage compartment is zero pounds.
- B. Loading Envelope:
 - 1. Left front and middle seats empty. Weight allowance in baggage compartment is zero pounds.
 - 2. Weight in baggage compartment is allowable at a rate of one pound for every pound at the pilot's station above 170 pounds or one pound for every two pounds in the middle seat, not to exceed 250 pounds baggage compartment.
 - 3. All passengers, baggage weights must comply with structural limits.

21.11 RUN / HOLD POLICY

- A. In the event that, due to weather conditions, or at customer's request, the pilot does not shutdown, and will remain at or above flight idle while the customers complete his task, the following billing requirements will be followed.
1. Less than 15 minutes – no charge.
 2. More than 15 minutes – charge the entire hold time (from landing to takeoff).
 - a) Flight Service Order (FSO) should reflect the additional hold time by adding the additional minutes to the landing time and annotating the minutes added in the remarks section.

21.12 FLIGHT TIME LIMITATIONS

- A. Flight crewmembers are required to be available for duty at all times except during required rest periods or scheduled vacations. Flight crewmembers will be scheduled so that flight time is evenly distributed among those in the same crew positions after consideration is given to individual training and proficiency requirements. No crewmember will be scheduled so that his flight and duty time will exceed standards set forth in 14 CFR Part 135, §§135.263 and 135.267, which are:
1. Time spent in transportation, not local in character, that RLC requires of a flight crewmember and provides to transport the crewmember to an airport at which he is to serve on a flight as a crewmember, or from any airport at which he was relieved from duty to return to his home station, is not considered part of a rest period.
 2. For unscheduled one and two pilot crews:
 - a) RLC may not assign any flight crewmember, and no flight crewmember may accept an assignment, for flight time as a member of a one or two pilot crew if that crewmember's total flight time in all commercial flying, as reported on the RLC Pilot Summary as "TIME" and as "Non-RLC Commercial TIME" combined, will exceed:
 - I) 500 hours in any calendar quarter;
 - II) 800 hours in any two consecutive calendar quarters; or
 - III) 1,400 hours in any calendar year.
 3. Except as provided in §21.12(A)(6) of this manual, during any 24 consecutive hours the total flight time of the assigned flight when added to any other commercial flying by that flight crewmember may not exceed:
 - a) 8 hours for a flight crew consisting of one pilot; or
 - b) 10 hours for a flight crew consisting of two pilots qualified under this Part 135.
 4. A flight crewmember's flight time may exceed the flight time limits of §21.12(A)(3) of this manual if the assigned flight time occurs during a regularly assigned duty period of no more than 14 hours and,

- a) If this duty period is immediately preceded by and followed by a required rest period of at least ten (10) consecutive hours of rest.
 - b) If flight time is assigned during this period, that total flight time when added to any other commercial flying by the flight crewmember may not exceed:
 - I) 8 hours for a flight crew consisting of one pilot; or
 - II) 10 hours for a flight crew consisting of two pilots; and
 - (a) If the combined duty and rest periods equal 24 hours.
5. Each assignment under §21.12(4)(b) of this manual must provide for at least 10 consecutive hours of rest during the 24 hour period that precedes the planned completion time of the assignment.
6. When a flight crewmember has exceeded the daily flight time limitations written in §21.12 of this manual because of circumstances beyond the control of RLC or flight crewmember (such as adverse weather conditions), that flight crewmember must have a rest period before being assigned to or accepting an assignment for flight time of at least
- a) 11 consecutive hours of rest if the flight time limitation is exceeded by not more than 30 minutes.
 - b) 12 consecutive hours of rest if the flight time limitation is exceeded by more than 30 minutes, but not more than 60 minutes; and
 - c) 16 consecutive hours of rest if the flight time limitation is exceeded by more than 60 minutes.
7. RLC must provide each flight crewmember at least 13 rest periods of at least 24 consecutive hours each in each calendar quarter.
- a) No pilot may work more than twenty one (21) days in a row without the approval of the Direction of Operations or Chief Pilot.

21.13 DOWN TIME

- A. Down Time for BH206/407 aircraft is 30 minutes prior to sunset or 30 minutes prior to the end of the pilot's duty day, whichever occurs first.
- B. Down Time for Gulf of Mexico S76 aircraft is 59 minutes after sunset or 1830, whichever occurs first. If an engine rinse is not accomplished prior to 1900, it shall be deferred to Maintenance Department after notification and logbook entry.
- C. Down Times for Santa Maria S76 aircraft are 1900 (Day Shift) or 0500 (Night Shift).
- D. Pilots staying offshore may close-out their day at any time by contacting Flight Following ("Broussard") and saying, "Close me out". This can be done over the radio or at any time via telephone. "Broussard" will verify location and confirm your status of being closed-out for the day.

23.13 OFFSHORE / FIELD TRAFFIC ALTITUDES

- A. Offshore: Helicopters working within an offshore field use altitudes not to exceed 500 feet.

23.14 OFFSHORE FUEL RESERVES

- A. Minimum fuel for any flight shall be destination plus 30 minutes fuel reserve.
1. Offshore Fuel Reserves will be adequate fuel to complete the flight to the destination and then return to an onshore refueling facility with a 30 minute reserve, OR reach a fueling platform with a 30 minute reserve.
 2. If the winds are in excess of 20 knots, a 45 minute fuel reserve shall be required.

23.15 OFFSHORE LANDING AREAS AND PROCEDURES

- A. Limitations on the size, location and position of surrounding obstacles are too numerous to list in detail. Use of a helideck provided by a customer must be left, within reason, to the pilot's discretion. The following guidelines shall be used:
1. Helicopter operations shall not be conducted on a landing surface covered with a rope net stretched across the landing desk.
 2. To take full advantage of ground cushion, a landing area should be 1.5 times the rotor span. Experience has shown that an area equal to the rotor diameter can be used satisfactory, however, any increase in size will improve performance and may accommodate a larger helicopter.
 3. Anything less than rotor diameter will be considered a restricted category helideck, and the pilot may have to reduce load to operate safely. All approaches and landings shall be made to the center of the available landing area when landing to a restricted category helideck. The mast of the helicopter is to be as close to the center of the helideck as possible.
 4. Helidecks should have a minimum of 180° of approach. Use of these helidecks will be limited by prevailing winds and obstacles in order to preclude downwind landings.
 5. Obstacle clearance should never be less than one-third main rotor diameter, nor should any obstacle project above the level of the helideck, which would constitute a hazard to the aircraft.
 6. Unless landing platform owner rules do not permit; after landing in the center of the platform to unload passengers/cargo will reposition to the edge of the heliport leaving three (3) feet between skid and edge of heliport (side and rear).
 7. Operation of two helicopters from the same helideck shall maintain 20 ft clearance between turning rotors.
 8. Helideck surface should be considered when operating in high winds to prevent the aircraft from turning or trying to weathervane on a slick deck.

Guidelines for Two (2) Helicopter Operations on Offshore Helidecks

Landing Aircraft	Parked Aircraft (3ft from edge)								
		BH206L	BH407	EC135	AS350	AW119	AW109	S76	AW139
	BH206L	49	58	55	59	57	57	61	68
	BH407	48	57	54	58	56	56	59	67
	S76	55	64	61	65	63	63	67	74

INSTRUCTIONS:

To find the minimum heliport size on which a helicopter can land when another aircraft is parked on the heliport and M/R tied down:

1. Select the landing aircraft in the left column.
2. Move horizontally across the chart to the box below the "Parked Aircraft" in the top column.
3. Determine if your heliport size can accommodate these two helicopters.

ADDITIONAL INFORMATION:

1. The above chart is a guideline based on the Helicopter Safety Advisory Conference-Recommended Practice No. 93-3 and does not encompass every helicopter flying in the Gulf of Mexico, but rather the helicopters most likely to be encountered by RLC pilots. Recommended Practice 93-3 calls for a minimum of one-third rotor diameter clearance between the tips of the turning rotor and the closest part of a parked and secured helicopter (rotors stopped and tied down).
2. The RP also requires that helicopters operating on offshore helidecks must land or park the helicopter with a skid/wheel assembly no closer than 3 feet from the helideck edge.
3. Pilots in command of the aircraft will be responsible for complying with HSAC Recommended Practice 93-3 and must verify safe landing room before approaching helideck to land.

23.16 AVOIDANCE OF CRANE HAZARDS

A. General

1. Unless otherwise prohibited by customer policy, cranes may be in operation if they obviously cannot reach the helideck or flight path.
2. When any crane boom can reach the helideck or obstruct the flight path:
 - a) The pilot or crew shall ensure the crane is not operating. If in doubt, DO NOT LAND, START OR TAKE OFF. Ensure the crane is not in operations by the following method:
 - i) Unless WX is below 500/3 (IFR only). Visual confirmation by circling prior to EVERY landing is required to ensure that crane is not in operations and that no operator is at the controls.
3. Cranes not in use shall be in the cradle or locked in position with the boom pointed away from the helideck so as not to obstruct the flight path.

B. Green Deck

1. "Green Deck" means the location is prepared to conduct helicopter operations.
2. Unless otherwise prohibited by customer policy where communications are required but direct communications cannot be established, alternate means (i.e., Comm Center, radio relay, etc.) are acceptable.
3. Unless WX is below 500/3 (IFR only). Visual confirmation by circling prior to EVERY landing is required to ensure that crane is not in operations and that no operator is at the controls

C. Clear Deck

1. Aircraft shall not be moved under power (rolled or skidded), hovered, landed or depart from a helideck if:
 - a) Personnel are present on the helideck surface or items which can be moved by rotor wash are present on the helideck surface.
 - b) When passengers or cargo are loaded or unloaded with rotors turning, a pilot shall have their hands on the flight controls until the helideck is clear of all personnel.