

WPR22FA151

OPERATIONAL FACTORS

Specialist's Factual Report - Attachment 6

GEM Air PIC Responsibilities

July 23, 2022

(d) PILOT-IN-COMMAND

- (1) Is responsible to the Chief Pilot.
- (2) Is the final authority for the safe operation of the aircraft (FAR 91.3).
- (3) Directs the activities of the SIC when one is assigned ensuring that flight crewmembers understand fully and completely what individual duties they are expected to perform.
- (4) Ensures that the assigned aircraft is airworthy and that all proper documents are on board the aircraft.
- (5) Ensures that the proper amount and grade of fuel is loaded on the aircraft.
- (6) Ensures that a flight plan or other authorized flight locating procedure is followed on each flight. If GPS equipped, this includes verifying their currency of the database, system limitations, and alternate airport requirements beyond FAR 135.223.
- (7) Ensures that if a weight and balance form is required that it is properly completed and distributed.
- (8) Reports all known or suspected FAA violations or incidents promptly to the Chief Pilot.
- (9) Maintains a current medical certificate as required by the company, and notifies the Chief Pilot if a medical (physical or mental) condition may impair their ability to perform the flight.
- (10) Ensures that the VOR checks and other aircraft equipment checks are performed properly.
- (11) Is responsible for aircraft stores and appropriate catering for the flight.
- (12) Ensures that passengers have been briefed.

- (13) Ensures that weather and aircraft performance conditions can be met appropriate to the FAR under which the flight is being conducted.

- (14) At the end of the day Ensures that all maintenance write-ups are passed to the maintenance personnel and that dispatch is alerted to the current status of the aircraft.

- (15) Determines the applicability of the air carrier regulations to each flight.

- (16) Ensures that a copy of the Operations Manual is aboard the aircraft.

- (17) May schedule their own flights when so requested by personnel with operational control.

- (18) Maintains a radio or telephone contact with the base Schedulers, or other flight department management, often enough during the course of a flight to ensure that operational messages are promptly conveyed between the flight crew and the base.

- (19) Is responsible for the basic cleanliness and tidiness of the aircraft.

- (20) Checks the maintenance status of the aircraft using the aircraft status sheet prior to each flight.

(e) SECOND-IN-COMMAND

- (1) Reports to the Chief Pilot.
- (2) Is operationally responsible to the Pilot-in-Command on all flights.
- (3) Performs all flight duties as assigned by the PIC.
- (4) Maintains a current medical certificate as required by the company and notifies the Chief Pilot if a medical (physical or mental)