



Emergency Procedures Training

Agenda (classroom)

- Aeroplane fire in the air and on the ground
- Hijacking, bomb threat and other security procedures
- Passenger on board medical emergency

Agenda (Aircraft)

- Use of fire extinguishers including practical training
- Operation and use of emergency exits including practical training
- Passenger preparation for an emergency landing or ditching (as applicable) including practical training
- Emergency evacuation procedures including practical training

Engine Fire on the Ground

- (1) Cranking – CONTINUE, to get start which would suck the flames and accumulated fuel through the carburetor and into the engine.

If Engine Starts:

- (2) Power – 1700 RPM for a few minutes
- (3) Engine – Shutdown and inspect

If Engine Fails to Start:

- (4) Throttle – FULL OPEN
- (5) Mixture – IDLE CUT OFF
- (6) Cranking – CONTINUE for 2 or 3 minutes
- (7) Fire Extinguisher – OBTAIN
- (8) Engine – SECURE
 - a. Master Switch – OFF
 - b. Ignition Switch – OFF
 - c. Fuel Shutoff Valve – OFF
- (9) Fire – EXTINGUISH
- (10) Fire Damage – INSPECT

Engine Fire in Flight

- (1) Mixture – IDLE CUT OFF
- (2) Fuel Selector Valve – OFF
- (3) Master Switch – OFF
- (4) Cabin Heat and Air – OFF (except overhead vents)
- (5) Airspeed – 100 KIAS
- (6) Forced Landing – EXECUTE

Cabin Fire

- (1) Master Switch – OFF
- (2) Vents /Cabin Air/ Heat – CLOSED
- (3) Fire Extinguisher – ACTIVATE
- (4) Land the airplane as soon as possible to inspect for damage.
- **WARNING:** After discharging an extinguisher within a closed cabin, ventilate the cabin.

ELECTRICAL FIRE IN FLIGHT

- (1) Master Switch – OFF
- (2) All Other Switches (except ignition) – OFF
- (3) Vents/ Cabin Air/ Heat – CLOSED
- (4) Fire Extinguisher - ACTIVATE

If fire appears out and electrical power is necessary for continuance of flight

- (5) Master Switch – ON
- (6) Circuit Breakers – CHECK for faulty circuit, do not reset.
- (7) Radio/ Electrical Switches – ON one at a time, with delay after until short circuit is localized
- (8) Vents/Cabin Air/ Heat – OPEN when it is ascertained that fire is completely extinguished

Wing Fire

- (1) Navigation Light Switch – OFF
- (2) Pitot Heat Switch – OFF
- Perform a sideslip to keep the flames away from the fuel tanks and cabin, and land as soon as possible using flaps only as required for final approach and touch down

Hijacking, Bomb Threat and Other Security Procedures

- **Unlawful Interference**
- In the event of unlawful interference, the PIC shall endeavour to notify the appropriate ATS unit of this fact, and convey any significant circumstances surrounding the event in order to allow ATS to give priority to the event and minimize any conflict with other aircraft.
- If subject to unlawful interference, the PIC shall endeavour to set the transponder to mode A, Code 7500, to give an indication of the situation unless circumstances warrant the use of Code 7700.
- Unless circumstances dictate otherwise, the PIC should attempt to maintain assigned track and altitude until able to notify ATS or until within Radar Coverage.
- Flight crew members should make every attempt to transmit warnings to ATS

Passenger Medical Emergency

- If emergency happens in the air, your first responsibility is to FLY THE PLANE!!!
- Upon recognition of medical emergency, plans should be made to divert to the nearest airport with suitable medical facilities nearby
- Attempts should be made to contact the ground station at landing airport to arrange for medical assistance to be standing by
- If ground station can not be reached, contact FIC and have them arrange for medical assistance to be standing by

- If medical emergency is recognized while still on ground, immediately radio to ground station to arrange medical assistance
- Shut down and secure aircraft
- Once aircraft secure, deal with medical emergency

Use of fire extinguishers

- Each pilot will remove the extinguisher from its bracket/stored position and simulate operating the fire extinguisher (pull, aim, squeeze and sweep).
- It is not required to fight a live fire nor that a fire extinguisher be discharged.
- If the extinguisher is accessible from the pilot's seat, then the training should be conducted with the pilot strapped into his/her seat

Operation of emergency exits

- For operations under Subparts 703 of the CARs:

If the pilot has assigned duties during an evacuation and is or could be required to operate or direct a passenger to operate an exit, he/she must be able to operate each type of exit installed on the aircraft. It is not necessary for the pilot to evacuate through the exits during this training. It is not intended that pilots open **each** exit on every aircraft where:

- exit operation in emergency mode for each exit on an aircraft is identical; or
- exit operation in emergency mode will cause automatic ramp/slide deployment and inflation (exits equipped with slides shall include slide or slide drag simulation), potentially causing damage to the aircraft; or by design can be used only once and then require maintenance action. In such cases, an approved video depicting the emergency operation can be used as an alternative; or
- exit operation on one aircraft type is identical in operation to exits on another aircraft type

Passenger preparation for an emergency (landing):

- Each pilot practices the air operator's approved procedures for preparing passengers during an emergency. This portion of the training can be incorporated with procedures described in the air operator's approved Airplane Flight Training Program.

Passenger Preparation for an Emergency Landing

- The emergency briefing provided in the event of an emergency, where time and circumstances permit, shall consist of instructions pertaining to:
 - a) safety belts or safety harnesses;
 - i) lap belts must be fastened snug around the hips. If equipped shoulder harnesses must be used;
 - ii) if carried child restraint devices should be checked to ensure they are secured to the aircraft seat with a seat belt and do not restrict access to emergency exits; and
 - iii) seats belts must remain fastened until the aircraft comes to a complete stop.

- b) seat backs must be secured in the upright and locked position
- c) safety features card;
 - i) advise passengers to review the safety features card and to pay particular attention to exit locations and operation;
 - ii) ensure that passengers seated next to emergency exits are willing and able to open that exit. If not, request the assistance of an able bodied person;
 - iii) if possible assign an able bodied person to assist young or special needs passengers; and
 - iv) advise passengers of the safest direction and least hazardous route to move away from the aircraft once outside.

- d) brace position (when to assume, how long to remain);
 - i) advise passengers that they will receive two verbal commands:
 - **Prior to Landing:** The command “Brace”, should be given prior to impact / landing, at which time the passengers will assume and maintain the brace position illustrated on the safety features card until the aircraft has stopped and;
 - **After Impact / Landing:** If required the command “Evacuate” will be given after the aircraft has stopped and the engine shut down. Passengers should then be instructed to immediately “release seat belts” and “get out” of the aircraft using the nearest useable exit. If an evacuation is not required the command “Remain Seated” will be given.
 - ii) If possible, crew members should retrieve the first aid kit and emergency equipment prior to evacuating the aircraft

Emergency Evacuation Procedures

- If the pilot has assigned duties during an evacuation, he must participate as a crew member in an evacuation of the aircraft.
- For air operators operating under Subpart 703 of the CARs, as the pilot is ultimately responsible for evacuating the passengers, he must participate in an evacuation of the aircraft as per the operator's procedures.

Evacuation of Passengers during an Emergency

- It must be the pilot's highest priority to evacuate the aircraft when there is any risk of a fire or a risk of injury for any other reason. The following procedure shall be followed in the event that the pilot determines an evacuation is necessary:
- Call to the passengers in a clear and loud voice "EVACUATE, EVACUATE", or "EVACUATE LEFT", or "EVACUATE RIGHT".
- Unlatch the doors on both sides of the aircraft unless there is a reason for restricting the evacuation to one side.
- Exit the aircraft first if possible and assist with the evacuation from the outside.
- DO NOT allow the passengers to attempt to retrieve luggage or personal belongings from the baggage area.
- Keep the passengers together and direct them well clear of the aircraft

Out to Aircraft

- Test – you will be given a scenario in the aircraft.