

THE REDCLIFFE AERO CLUB

04/04

PASSENGER AND FREIGHT ADMINISTRATION

A4-9

4.10 BRIEFING OF PASSENGERS

- (2) Before engine start, the pilot in command shall ensure that all hand baggage and other loose articles are safely stowed and that all passengers are clearly and audibly briefed in relation to the following:
 - (a) name of the crew;
 - (b) the use of seat belts as specified at sub-sections 4.4 and 4.5 of this Section and the appropriate method of fastening and adjustment. Also recommend that passengers keep their seat belt fastened at all time in case of unexpected turbulence;
 - (c) the no smoking requirements specified at sub-section 4.11;
 - (d) the aircraft's oxygen system, where applicable;
 - (e) location and method of operation of emergency exits including doors and other openings which may be used for that purpose;
 - (f) where applicable, the location of the first aid kit, survival kit, life jackets or life rafts;
 - (g) The restrictions on the operation of personal electronic devices in flight.
 - (h) location and operation of ventilation and climate controls;
 - (i) general details of flight time, en route weather and other pertinent information;
 - (j) if applicable, the location of the passenger briefing card and an outline of the information contained on that card.

- (3) When a passenger is authorised to occupy a control seat, that person shall be additionally briefed before flight in respect of the following:
 - (a) to not move the seat from its lateral position;
 - (b) to keep the safety harness or seat belt securely fastened at all times;
 - (c) to not touch or obstruct the flight controls, or knobs, switches, etc. on the instrument panel;
 - (d) the location and operation of the emergency exit(s); and
 - (e) the need for that person to remain alert for any instructions that may be specifically directed to him/her during flight.

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- ☞ (4) When a sick, injured or otherwise handicapped person is being carried, that person shall be given individual briefing before flight, appropriate to his/her needs, in respect of the following:
 - (a) all relevant aspects of the general passenger briefing; and
 - (b) the procedures to be followed in the event of an emergency evacuation of the aircraft including the emergency exit to be used and the most appropriate manner of assisting that person from the aircraft.
- ☞ (5) When engaging in overwater flights requiring the carriage of life jackets in accordance with CAO 20.11, the pilot in command shall ensure that all passengers have been orally briefed before flight on their location and use. The person conducting the briefing shall use a demonstration life jacket to show:
 - (a) correct method of donning and securing the tapes with special instructions relating to any children aboard the aircraft;
 - (b) method of actuating the compressed air cylinder. Impress on passengers that life jackets are not to be inflated whilst the wearer is still inside the aircraft;
 - (c) method of inflating by use of the mouthpiece should further inflation be required or the air cylinder fail to operate;
 - (d) method of actuating the locator light; and
 - (e) purpose and use of the whistle.
- ☞ (6) When life rafts are carried, a passenger briefing shall be conducted before flight and shall include the following:
 - (a) that the life rafts are to be moved outside the aircraft and the painter line secured to a hardpoint in or on the aircraft before inflation;
 - (b) that, before inflation, the life raft should be in an upright position and moved as far as possible from the aircraft;
 - (c) method of inflation;
 - (d) location of the knife to be used for cutting the painter line.
- ☞ (7) Where a person, other than the pilot in command, conducts a briefing of passengers, that person shall inform the pilot in command before departure, that the briefing has been conducted.