

## NORMAL CHECKLIST

01-09-2019

### PRE-FLIGHT

#### CABIN

TACH/HOBBS ..... Check  
 Documents ..... AROW  
 Control Lock ..... Remove  
 Ignition Switch ..... OFF  
 Avionics Power ..... OFF  
 Master Switch ..... ON  
 Fuel Quantity .. Check Level  
 Flaps ..... Down  
 Lights ..... Check  
 Master Switch ..... OFF  
 ALT Static Valve ..... Secure

#### LEFT FUSELARGE

Baggage Door... Lock w/ Key

#### EMPENNAGE

Control Surfaces ..... Check  
 Trim, VOR Antenna ... Check  
 Tail ..... C'k for Damage  
 Tail Tie Down ... Disconnect

#### Right Wing

Flap ..... Check  
 Aileron ..... Check Free  
 Wing Tie-down .. Disconnect  
 Main Wheel Tire ..... Check  
 Fuel Sump ..... Drain/Check  
 Fuel Qty ..... Check Visually  
 Fuel Cap ..... Secure

#### Nose

Oil ..... Check Level  
 Fuel Strainer ..... Pull & Test  
 Prop & Spinner ..... Check  
 Air Inlets ..... Check  
 Landing Light ..... Check  
 Carb Air Filter ..... Check  
 Nose Wheel ..... Check  
 Static Source ..... Check

#### Left Wing

Fuel Qty ..... Check Visually  
 Fuel Cap ..... Secure  
 Pitot Tube ..... Check  
 Stall Warning ..... Check  
 Fuel Vent ..... Check  
 Wing Tiedown ... Disconnect  
 Aileron ..... Check Free  
 Flap ..... Check  
 Main wheel tire ..... Check  
 Fuel Sump ..... Drain/Check

### BEFORE ENGINE START

Passenger Briefing .... Done  
 Preflight inspection ... Done  
 Seats & Belts ... Adjust/Lock  
 Electrical & Avionics ... OFF  
 Circuit Breakers ... Check/IN  
 Fuel Selector ..... Both

### STARTING ENGINE

Prime ..... 1-3 Times  
 Carb Heat ..... OFF/Cold  
 Throttle ..... Open ½ “  
 Mixture ..... Rich  
 Propeller Area ..... Clear  
 Master Switch ..... ON  
 Beacon ..... ON  
 Ignition ..... Start  
 Throttle . 1000 RPM or Less  
 Oil Pressure ..... Check  
 Mixture ..... 1” Lean  
 Flaps ..... UP  
 Avionics ..... ON  
 Transponder ..... 1200/ALT  
 Strobe Lights .. As Needed  
 NAV Lights ..... As Needed  
 ATIS ..... Obtain Info  
 Radio ..... Call

### TAXI

ATIS ..... 125.2  
 RHV Ground ..... 121.65  
 Briefing ..... Diagram  
 Altimeter ..... ✓ within 75'  
 HDG ..... Set to MC  
 GPS ..... Set  
 Brakes ..... Check  
 FLT Instruments ..... Check

### BEFORE TAKEOFF

Seats & Belts ... Adjust/Lock  
 Doors & Windows ... Closed  
 Flight Controls ..... Correct  
 Flight Instruments ..... Check  
 Primer ..... In & Locked  
 Fuel Quantity ..... Check  
 Fuel Selector ..... Both  
 Mixture ..... Rich below 3000'  
 Trim ..... Set for Takeoff  
 Throttle ..... 1700 RPM  
 Magnetos ..... Check  
 ..... <125 Max Drop

..... <50 Max Difference

Carb Heat ..... ✓ RPM Drop  
 Suction Gauge .. ✓ in Green  
 Engine Instruments ... Check  
 Ammeter ..... Check  
 Throttle . 1000 RPM or Less  
 Nav/Com ..... Set

### TAKEOFF

RHV TWR ..... 119.8  
 Flaps ..... Set for Takeoff  
 Transponder ..... Code/Set  
 Landing Lights .. As Needed  
 Pitot Heat ..... As Needed  
 Mixture ..... Rich  
 Throttle ..... Full Open  
 Rotate ..... 55  
 Climb ..... V<sub>y</sub>

### AFTER TAKEOFF

Speed ... V<sub>y</sub> or Cruise Climb  
 Power ..... Full Throttle  
 Mixture ..... Set  
 Landing Light ..... Off

### CRUISE

Power ..... Set  
 Trim ..... Set  
 Mixture .. As Recommended  
 Engine Instruments ... Check  
 HDG ..... Set to MC

### IFR ARRIVAL

A-TIS  
 H-heading .. ✓ for Precession  
 A-Itimer ..... Set  
 R-radios ..... Set Com/Nav  
 ..... +Front Course  
 M-inimums/Missed/Markers

### BEFORE LANDING

Seats & Belts ... Adjust/Lock  
 Fuel Selector ..... Both  
 Carb Heat ..... ON  
 Mixture ..... Rich  
 Landing Light ... As Needed

### LANDING

Airspeed ..... 60-70 KIAS  
 Flaps ..... As Required

### AFTER LANDING

Landing Light ..... OFF  
 Carb Heat ..... OFF/Cold  
 Mixture ..... 1” Lean  
 Flaps ..... UP  
 Trim ..... Set for Takeoff  
 Transponder ..... 1200

### SHUTDOWN

Equipment ..... OFF  
 Radios & Avionics ..... OFF  
 Ignition ..... Ground Check  
 Mixture ..... Idle Cutoff  
 Ignition ..... OFF  
 Master Switch ..... OFF

### SECURING

Wheel Chocks ..... SET  
 Wing Tie Downs ... Connect  
 Tail Tie Down ..... Connect  
 Propeller ... Level & Inspect  
 Wheels/Brakes ..... Inspect  
 Visual Inspection ..... Done  
 Pitot Cover ..... Set  
 Control Lock ..... Set  
 Tach/HOBBS ..... Record  
 Squawks ..... Note if Any  
 Tow Bar ..... Stow  
 Trash ..... Remove

### V-SPEEDS (KIAS) M,N,P

V<sub>x</sub> ..... 64,59,60  
 V<sub>y</sub> ..... 78,73,76  
 V<sub>r</sub> ..... 55  
 V<sub>fe</sub> ..... 85  
 V<sub>ne</sub> ..... 160,160,158  
 Best Glide ..... 65  
 Approach ..... 60-70  
 V<sub>a</sub> (max. gross) .... 97,97,99

## EMERGENCY CHECKLIST

### ENGINE FAILURE DURING TAKEOFF ROLL

Throttle ..... Idle  
 Brakes ..... Apply  
 Wing Flaps ..... Retract  
 Mixture..... Idle Cut-off  
 Ignition Switch ..... OFF

### ENGINE FAILURE AFTER TAKEOFF

Airspeed ..... 65 KIAS  
 Mixture..... Idle Cutoff  
 Fuel Selector ..... OFF  
 Ignition switch..... OFF  
 Wing Flaps ..... As Required  
 Master Switch..... OFF

### ENGINE FAILURE DURING FLIGHT

#### RESTART PROCEDURE

Airspeed ..... 65 KIAS  
 Carb Heat ..... ON  
 Primer ..... In & Locked  
 Fuel Selector ..... Both  
 Mixture..... Rich  
 Ignition ..... Check on Both  
 ..... Or Start if Prop Stopped

### FORCED LANDING WITHOUT POWER

Seats/Belts ..... Secure  
 Airspeed ..... 65 KIAS  
 Mixture..... Idle Cutoff  
 Fuel Selector ..... OFF  
 Ignition Switch ..... OFF  
 Wing Flaps ..... As Required  
 Master Switch..... OFF  
 Doors ..... Unlatch Prior to Landing  
 Touchdown ..... Slightly Tail Low  
 Brakes ..... Apply Heavily

### LOW VOLTAGE LIGHT ILLUMINATES

Avionics Master ..... OFF  
 Master Switch ..... OFF(both sides)  
 Master Switch ..... ON  
 Low Voltage light ..... Check OFF  
 If Light is Still On ..... TERMINATE FLIGHT

### FIRE ON GROUND

During Start on Ground ..... Continue Cranking  
 If Engine Starts ..... Power 1700 for 2 Minutes  
 Engine ..... Shutdown

#### *If Engine Fails To Start*

Throttle ..... Full Open  
 Mixture..... Idle Cutoff  
 Cranking ..... Continue  
 Fire Extinguisher ..... Use

#### *Secure Engine*

Master Switch..... OFF  
 Ignition..... OFF  
 Fuel Shutoff Valve ..... OFF  
 Fire Extinguisher ..... Use

### ENGINE FIRE IN FLIGHT

Mixture..... Idle Cut OFF  
 Fuel Selector ..... OFF  
 Master Switch..... OFF  
 Cabin Vents & Heat (except wing vents) ..... Closed  
 Airspeed ..... 100 KIAS  
 Forced Landing ..... Execute

### CABIN FIRE

Master Switch..... OFF  
 Vents/Cabin/Heat ..... Closed  
 Fire Extinguisher ..... Activate  
 Land ASAP and inspect damage

### ELECTRICAL FIRE IN FLIGHT

Master ..... OFF  
 Vents/Cabin Air/Heat ..... Closed  
 All switches *except ignition*..... OFF

### WING FIRE

Navigation Light Switch ..... OFF  
 Pitot Heat..... OFF  
 Side Slip ..... Keep flames away from cabin & fuel tanks  
 Land ..... Use flaps only as required for final & touchdown

### ELECTRICAL POWER SUPPLY MALFUNCTIONS

#### *Ammeter shows excessive rate of charge*

Alternator ..... OFF  
 Non-Essential Electrical Equipment ..... OFF  
 Flight..... Terminate