4.2.1 Authority. The captain is solely responsible for his aircraft, crew, and passengers. He is the final authority in Flight Operation matters (e.g., boarding, fueling, maintenance, etc.). If he is not sure the operation can be safely executed, then the operation will stop until he is completely satisfied.

Flight Attendant Complements

Aircraft	Bid Positions	Minimum Required for... Flight and Originating/ Terminating/Passenger Boarding/Deplaning	Through Flights and Passenger Reboarding at Through Point
MD-80	4	3	1
DC-9	3	3	1

Exception: For through flights with passengers on board and/or passenger reboarding at through points; a flight attendant (who is part of the required minimum complement) may leave for a short period if a flight deck crewmember acts as a substitute. The flight deck crewmember must be in the forward part of the cabin and be prepared to perform emergency evacuation duties until the flight attendant returns.

Last Minute Boarding(jumpseat). The captain may authorize a "last minute" request of an authorized individual to occupy the jumpseat without an OF-48 form, provided the captain ensures Operations or Load Control is informed of the ACM count and name(s).

4.12.18 Aircraft Landing Lights. When conditions permit, landing lights should be turned on for takeoff and while operating below 10,000 feet

4.12.19 Altimeter Settings.
— When the barometric pressure exceeds 31.00 Hg. Note - The true aircraft altitude is *higher* than the indicated altitude if unable to set the higher pressure setting.
1. Set 31.00 Hg for enroute operations below 18,000 feet MSL.
2. Maintain this setting until beyond the affected area or until reaching final approach segment. *At the beginning of the final approach segment,*
3. Set the current altimeter setting, if possible, else 31.00 Hg will remain set.
— When the barometric pressure is below 28.00 Hg. Operations are not recommended.

4.13.3 Clarification of Type. The following aircraft are considered the same "type" for these requirements: DC-9 & MD-80

4.13.7 Captain on "High Minimums" Program

Captain on High Minimums (until 100 hours PIC (excludes IOE) in type)
At Destination Airport:
add 100' to DA(H)/MDA
add ½ mile to published visibility or use RVR equivalency table.
At Alternate Airport: use higher of published Cat I minimums or 300 and 1.
Exception: Exemption #5549 - if approach is a **Cat I ILS**, and the autopilot approach coupler is used, and the Braking action is good or better, and the crosswind component is ≤15kts: then use published Cat I minimums
Cat II ILS – authorized for MD-80 (not DC9) Cat III ILS – not authorized.

4.13.7 RVR Equivalency

Published RVR Landing Minima (ft.)	Required RVR High Minima (ft.)	Published RVR Landing Minima (m.)	Required RVR High Minima (m.)
1800	4500	550	1400
2000	4500	600	1400
2400	5000	720	1500
4000	6000	1200	1800
5000	6000	1500	1800

4.13.8 Low Time First Officer. If the first officer is on low time status, the captain (unless an appropriately qualified check airman) will make all takeoffs (from ground roll initiation through cleanup), approaches (from 3000 feet AGL & below - *Exception- "monitored" Cat II/III approach*) and landings if :
runway is: contaminated with water, snow, slush, or similar conditions which may adversely affect aircraft performance,
RVR is reported 4000 or less,
braking action is less than "Good", or
crosswind component is greater than 15 knots;
operating at an airport with the prevailing visibility 3/4 mile or less;
operating at any Special Qualification Airport AVL,AVP,BGM,BHM,BTV,CRW,DCA, ELM,HTS,MDT,ONT,ROA,SAN,SFO (BGSF,TIST,TNCM)
any reported windshear in the airport vicinity; or
any other circumstances as determined by the captain.
The **first officer** will notify the captain of his status at the beginning of the trip.
When. A first officer is considered "low time" if he has less than 100 hours in the aircraft type, including IOE time.

4.13.9 Pairing Limitations.
Policy. US Airways will not pair two pilots who have not individually accumulated at least 75 hours (including IOE) in aircraft type and position.

4.13.10 Consolidation of Learning.
Policy. Each pilot must accumulate 100 hours (including IOE) in type and position within 120 days of successfully accomplishing any part of the flight maneuvers associated with a Type Rating or Initial Proficiency Check. This time may be extended to 150 days if the pilot successfully completes a Line Check on or before the 120th day.

4.15.1 Delays. Late XX## (ex - WB15)

DI de-ice	GT gate not available
WB wt & bal	RC ramp congestion
OA ATC	GC ground crew
RT ramp traffic	JW jet way
TX taxiway congested	GE ground equip

5.3.8 Additional Enroute Burn(AEB) Used to resolve last minute passenger/cargo weight increases of up to 1,000 pounds on landing limited MTOW flights. The captain will comply with maximum landing weight restrictions.

5.3.11 "GATE RELEASE" Fuel Load Variance
A variance of 500 pounds or 1% of the "Gate Release" fuel load (whichever is greater) is allowed.

5.3.12 Entering FOB Into ARCARS. Enter the actual fuel on board into ACARS only after fueling is complete, the fuel load is within the allowable variance, and each flight deck crewmember has confirmed the correct fuel load. Pilots may truncate last 2 digits of fuel quantities, i.e., 17,386 is 17.3
Fuel Slips. An completed fuel slip is required for all flights. If a flight deck fuel gauge indicator is inoperative, an OF-315, Magna Stick/Drip Stick Fueling is also required. *Exception:* When an *unscheduled* landing occurs *at other than the regular airport* a fuel slip is desired but not required.
Fueling Tolerance Table 150 gallons or 600 liters

Refueling with Passengers On Board. Position a flight attendant in the cabin near the main entry door. The stairs or jetway must be attached to the aircraft with the aircraft main entry door open at all times.

5.3.14 Requesting ATC Clearance.
Pre-Departure Clearance Delivery (PDC). Airports utilizing PDC via ACARS are identified on the Jeppesen Route Manual Airport page
When. Request clearance no earlier than 20 minutes prior to departure time.

5.3.16 Departure Review. Review the departure with emphasis on anticipated track and altitude restrictions. It is not necessary to brief normal or standard takeoff procedures. Brief the following items:
— ATC Clearance
— SID or IFR Departure
— Any applicable special considerations to include: Unique Airport Advisory Departure Information, Unique Noise Abatement Procedures, Unique Engine Failure During Takeoff, Significant Terrain Or Obstacles In The Terminal Area Relative To Departure Routing, Significant Weather Conditions, Other Known Risks And Intentions

5.3.19 On Gate Delays. Normally delays are taken at the gate. The station assumes responsibility for delaying a flight at the gate for catering, late or connecting passengers.
Procedures. The captain shall advise the dispatcher (via ACARS or company radio) of any delay of 15 minutes or more. The dispatcher will be updated every 15 minutes thereafter, or in event of any significant change in the delay. Keep passengers and flight attendants advised with periodic updates every 15 minutes.

5.3.21 On Aircraft Delays(OADs). Any delay of 15 minutes or more where the aircraft is away from the gate with the parking brake set or when place in an ATC holding pattern. The flight crew will provided customers with updated delay status approximately every 15 minutes. When the projected delay is 2 hours or more, confer with dispatcher for return to gate options. If gates are not available, the station must provide airstairs and transportation to the gate/boarding area.

5.4.2 Engine Start. Engine may be started during pushback when ground crew determines conditions are acceptable for start. *Exception:* Do not start an engine when aircraft is being directed by hand signals only.

Definition of Dispatch. A flight is considered released when it first moves for the purpose of flight. This is interpreted at the time the aircraft has been either
— pushed back, or
— taxied away, or
— towed from the blocks for the purpose of flight.

Discrepancy-After Dispatch Before Takeoff

Step	Action
1	Does the captain want to continue with the flight? • If no, go to Step 2 • If yes, go to Step 3
2	Return for maintenance action. • Enter the discrepancy in the Maintenance Logbook. • Obtain a new/amended Flight Release, if appropriate.
3	Contact the controlling dispatcher via relay through Operations or ACARS to discuss flight issues.
4	Can the flight be safely executed? • If no, return to Step 2. • If yes, go to Step 5.
5	Comply with any applicable MEL/CDL, and supplemental/ non-normal procedures.
6	When time permits and not in a critical phase of flight • Enter the discrepancy in the Maintenance Logbook and • send an ACARS message of the discrepancy using the procedures outlined in Chapter 4, "Mechanical Discrepancies In-Flight.

5.5.1 Airport Orientation. Both pilots must be thoroughly familiar with airport orientation and taxi rout. When necessary have taxi chart in view.
5.5.3 Passenger Standing. The captain is not required to immediately stop if a passenger leaves his seat during taxi. Sudden stopping may cause greater hazard than a standing passenger. When it is safe to do so, stop the aircraft and have the pax. re-seated.

5.5.4 Low Visibility Taxi.
Surface Movement Guidance Control System (SMGCS). A low visibility taxi plan with less than 1200 feet runway visual range (RVR). 1200-600 RVR - use if published but taxi authorized without it. Less than 600 RVR - use published procedures; taxi only authorized if annotated on airport advisory page.

5.6.1 Takeoff Briefing. Brief the following items prior to takeoff roll:
— Initial heading
— Initial altitude
— Initial fix or route segment
— Summarize applicable special considerations previously briefed and any new considerations

5.6.2 Takeoff Notification. Notify the flight attendants by making a takeoff announcement 1 to 3 minutes prior to takeoff. Do not include personal comments.

5.7.1 Low Visibility Takeoff.
The Captain will takeoff when any RVR is <1600 feet or ¼ sm. if RVR not available.

5.7.4 Procedures. See appropriate Pilot's Handbook.
Ready for Takeoff. ATC assumes turbine-powered aircraft are ready for departure upon reaching the end of the runway. Therefore, ATC should be advised of any delays.
Noise Abatement. All US Airways takeoffs follow noise abatement procedures.

5.7.6 Turns. Do not make turns below 400 feet AFE *unless* operationally required for ATC or for specific Engine Failure During Takeoff or Missed Approach procedures.

5.8.1 National Route Program (NRP). NRP gives flights optimum route & priority handling. NRP begins 200 miles from departure point and ends 200 miles from arrival city. NRP is not guaranteed; ATC has the authority to vector, change altitude, etc.

5.8.2 Mechanical Discrepancies In-Flight. Time permitting, when at or above 10,000 feet, the captain will update the aircraft logbook and advise OCC of mechanical discrepancies via ACARS message with MTC as the first three characters of free text or via VHF radio relay.

Speed. Start speed reduction within 3 minutes from the holding fix, to cross the fix at or below the maximum holding airspeed.
Maximum Holding Airspeeds

Through 6000 ft.	200 KIAS
Above 6,000 ft. through 14,000 ft.	230 KIAS (210 KIAS where published)
Above 14,000 ft.	265 KIAS

Note- Immediately advise ATC if an airspeed greater than the maximum holding airspeed is necessary due to heavy operational necessity.
Timing. Timing of the inbound leg is as follows:

At or below 14,000 ft. MSL	1 minute
Above 14,000 ft. MSL	1 minute and 30 seconds

5.10.1 Approach Briefing. ***When.*** Brief the *expected* approach prior to entering critical phase of flight, when workload is at a minimum. If the *assigned* approach changes, brief prior to the approach.
Content. The approach briefing consists of the following items which must be verified/cross-checked by both pilots:
— approach name and runway
— approach chart date
— primary navaid frequency
— final approach course
— FAF altitude (Not required on visual approaches)
— DA(H) , AH or MDA (Not required on visual approaches)
— airport elevation
— highest MSA
— visibility
— missed approach (Not required on visual approaches)
— specific considerations (unique airport advisory info, unique noise abatement, unique engine failure during missed approach, significant terrain or obstacles relative to approach routing, significant weather conditions, any other known risks and intentions special airport, etc.)

5.10.2 Aircraft Approach Category.
Straight-In Approaches. Use Category C minimums.
Circling Approaches. If a circling maneuver is accomplished, use Category C unless the approach airspeed is above 140 KIAS, then apply Category D minima.

5.10.5 Category I Precision Approaches. US Airways uses dual flight directors or a single flight director and a coupled autopilot for CAT I ILS approaches when visibility is less than ¾ mileor 4000 RVR.
5.10.8 Side-Step Maneuver. Side-step maneuver is authorized using published side-step minima.
Definition. A side-step maneuver is a visual maneuver accomplished by the pilot at the completion of an instrument approach to permit a straight-in landing on a parallel runway not more than 1,200 feet to either side of the runway to which the instrument approach was conducted.

5.10.9 Stabilized Approach . By 1,000 feet AFE, the descent rate is transitioning to not greater than 1,000 fpm. Below 1,000 feet AFT(IMC) or 500 feet AFE(VMC) the aircraft is
— on a proper glidepath (visual or electronic), with only small changes required,
— at no less than Vref and not greater than Vref+20, with engines spooled up,
— in trim, and
— in an approved landing configuration.

When To Execute A Missed Approach

Approach Type	Execute a Missed Approach when...
NDB	course deviation exceeds ± 10° bearing pointer displacement (excluding station passage)
VOR	deviation of the CDI of ± 5° (excluding station passage)
CAT I ILS	± 3/4 scale deflection of the CDI and/or glideslope indicator between final approach fix and the appropriate minimums
CAT II/III ILS	± 1/3 dot localizer deflection of the CDI and/or ± 1/2 dot glideslope deflection of the glideslope indicator (with no sustained oscillations about the localizer/glideslope) between 300 feet AFE and the appropriate minimums

5.10.10 Weather Below Landing Minima.
Prior to the Final Approach Fix (FAF) or the Final Approach Segment. Do not continue an approach past the final approach fix; or where a final approach fix is not used, begin the final approach segment of an instrument approach procedure; if the **reported** visibility is less than the required visibility for that approach.
On Final Approach Segment prior to MDA or DA(H). If established on the final approach segment of an instrument approach procedure and the **reported** visibility is less than the required visibility for that approach, then the pilot may continue to the MDA or DA(H).

Descent Below MDA or DA(H) will not be continued unless
— the aircraft is continuously in a position from which a descent to a landing on the intended runway can be made at a normal rate of descent using normal maneuvers, and where that descent rate will allow touchdown to occur within the touchdown zone.
— the **reported** visibility is greater than or equal to the required visibility for that approach.
— the aircraft has reached a straight-in nonprecision approach procedure visual descent point (VDP).
— at least one of the following visual references for the intended runway is distinctly visible and identifiable:

Exception: A pilot may not descend below 100 ft. above touchdown zone elevation unless the red terminating bars, or the red side row bars are also distinctly visible and identifiable
threshold or threshold markings or *threshold lights
**touchdown zone or touchdown zone markings or touchdown zone lights
runway end identifier lights
visual approach slope indicator
runway or runway markings or runway lights
*usable for CAT II operations
**usable for CAT II/III operations

5.10.11 Glideslope Requirements in VMC Conditions. If electronic glideslope is available, then fly at or above electronic glideslope between glideslope interception and the middle marker and at or above visual glideslope(VASI/PAPI) from middle marker to runway threshold. If VASI/PAPI not available, maintain constant approach angle from middle marker to the 1,000 foot touchdown point. If electronic glideslope is not available, fly at or above VASI/PAPI until crossing the threshold.

5.10.13 In-Range Report. The report is made using the IN-RANGE function of ACARS. **Note-** Ensure ETA is accurate to within ±3 minutes. If maintenance has been coordinated or is now required, call Operations. If the ACARS is inoperative, crews will call Operations combining the "IN-RANGE" and maintenance report. **When.** The In-Range Report is given approximately 10 minutes before landing.

5.11.1 Land and Hold Short Operations (LAHSO)(Above 1,000', if accepted, is binding) Runway **and** aircraft type in Airport Advisory page, no inop equipment affecting stopping, vasi/papi/electronic vertical guidance, dry, LAHSO lighting & markings, tailwind ≤3 knots, 1500 & 5 (1000 & 3 with vasi/papi) no windshear within previous 20 minutes. If a go-around is necessary below 1000' AFE and VMC, execute the published LAHSO rejected landing procedure.

Runway Aligned Within 30° and No Published Straight-in Minima.. US Airways pilots are authorized to land straight-in using published circle-to-land minima providing the runway is in sight in sufficient time to make a normal approach and landing. In this case, a circling maneuver is not executed and the circling restrictions are not applicable.

5.12.6 Parking.
Chocks. All aircraft will be chocked when parked. If approximately 5 minutes elapse before receiving the "chocks in place" signal, the parking brakes should be set and the incident reported to the station manager.
Parking Brakes. Parking brakes remain on when
— parked on a slope,
— parked on icy or snow-covered ramp,
— high or gusty winds are expected, or
— requested by ramp personnel.

External Electrical Power/Air Process with APU Operative
If anticipated gate time ≤35 minutes, start the APU during arrival and use at the gate.
5.14.2 Crew Rest Delay. The captain will notify Controlling Dispatcher when duty limitations necessitate departure time adjustment.
5.15.1 Overnight Layovers. For security reasons, all flight bags and personal items should be removed from an RON aircraft.
Non-Company Provided Lodging. If a crewmember stays at a location other than the company-provided lodging, the crewmember will notify the captain or next in command, and provide a telephone number where the crewmember can be reached.

6.3 Unpressurized Revenue Flight
6.3.1 Policy. An unpressurized revenue flight is permitted provided the flight is from a non-maintenance station to a maintenance station. Review and comply with MEL.
— the maximum *planned* flight time is 45 minutes
— the maximum altitude is 10,000 feet MSL
— the captain, controlling dispatcher, and maintenance technical foreman agree the flight can be safely executed
6.3.2 Flight Crew Procedures. Passenger Announcement. Make a passenger announcement informing everyone the flight will be flown unpressurized.

7.2.4 Assumptions. Non-normals assume the following:
1. A single problem or malfunction. If more than one problem exists, the crew must establish action priorities.
2. Applicable system controls and switches are in the normal configuration for flight.
3. All normal checklists are appropriately accomplished, unless replaced by a corresponding non-normal checklist (e.g., Single Engine Preliminary Landing Checklist, Single Engine Landing Checklist, etc.).
4. Any obvious actions required due to Crew Awareness items will be completed.
5. Establish and communicate a plan with ATC, OCC, flight attendant, and passengers as necessary when time permits.
6. The checking of circuit breakers and testing of lights are always accomplished and *only* listed as an action step when the procedure specifically requires it. **(FOB 7-00 NO NOT RESET UNLESS EXPLICITLY DIRECTED)**

Caution A tripped circuit breaker may be reset one time (unless a specific procedure or aircraft type prohibits) after a short cooling period of approximately two minutes.

7.5.4 Flight Attendant Notification. The captain should brief the flight attendant in person or if necessary by use of the interphone on at least the following items:
T = how much **T**ime is available
E = what type of **E**mergency
S = what is the brace **S**ignal
T = **T**ake special instructions

holders to retain CVR information after a flight has had an occurrence requiring immediate notification of the NTSB. After landing and clear of the active runway, deactivate the CVR by pulling the CVR circuit breaker. The crew should notify the controlling dispatcher the CVR has been deactivated and it can be retrieved from the aircraft upon arrival at the gate. Do not deactivate the CVR in flight.

7.13 Lost Communications Or Communications Failure (Squawk 7600)
7.13.1 Visual Meteorological Conditions (VMC). If the failure occurs in VMC, or if VMC is encountered, continue the flight under VMC and land as soon as practicable.
7.13.2 Instrument Meteorological Conditions (IMC). If the failure occurs in IMC, or if unable to comply with the above procedures, continue the flight as follows:
Route.
1. Assigned
2. Expected
3. Filed

Altitude. At the *highest* of the following altitudes or flight levels *for the route segment being flown:*
1. Assigned
2. Minimum altitude/FL for IFR operations
3. Expected

7.16 Diversions 7.16.3 Medical.
Policy. Prior to any medical diversions: The captain should immediately contact ARINC to establish a phone patch between the captain, a MedLink emergency room physician at (602) 239-3627, and the dispatcher. ARINC will call MedLink first.
Table 7.3 Medical Emergency Data

Aircraft	Patient
Flight Number	Age
Aircraft Registration Number	Sex
Aircraft Type	Is the patient conscious?
Present Position	Nature of problem or complaint
Destination	Past medical history (Medical Alert Tag?)
ETA	Allergies or current medications
	Blood pressure, pulse, & respiration[1]

1 If medical personnel are onboard

7.17.3 Declaring "Emergency Fuel". If projected fuel consumption will result in landing with less than 30 minutes of fuel remaining, declare an emergency. Suggested terminology: "ATC facility, US Air ____ is declaring an emergency, low fuel, estimate___ minutes of fuel remaining."

If...	Occurs...	Then...
a GPWS **"PULL UP"** warning or **"TERRAIN"** alert	at **night** or in **IMC**	— perform respective Pilot's Handbook GPWS Warning Escape Maneuver.
	in **day visual** conditions with terrain and obstacles clearly in sight	— immediately take positive corrective action until the GPWS warning/alert stops and terrain clearance is assured and — advise ATC.
any other GPWS alert	at any time	— immediately take positive action until the alert ceases and terrain clearance is assured and — advise ATC.

7.27.4 PTI Bomb Threat or Device Discovered in Flight.
Explosive Device Discovered. ***Immediate landing can be made.*** Leave device in place and pack at least twelve inches of water-saturated material (e.g., blankets, pillows, clothing, and/or seat cushions) around it.
Table 7.11 Least Risk Bomb Location (LRBL) DC-9/MD-80 On the bottom of the fiberglass tailcone fairing in the middle and as far to the rear as possible.

8.1.1 Policy. US Airways will make every effort to transport all passengers. The Company will not carry any passenger whose conduct or condition threatens the safety or comfort of other passengers. If questions arise, the captain makes the final decision.
For medical determinations, consult with MedLink before making the final decision.
8.1.2 Denial of Transportation. The captain will submit a written report to the Regional Director of Flying within 48 hours stating the facts why a passenger was denied transportation. Possible reasons include:
— hearing or vision impairment(s) which would preclude sufficient communication to receive a safety briefing.
— severe mobility impairment(s) which would preclude them from performing an emergency evacuation.
— mental impairment which would preclude them from comprehending or responding appropriately to safety instructions.
8.1.3 Complaints. Flight crewmembers, after a "confrontation" or a conversation with a *particularly* dissatisfied passenger, should call the Consumer Action Desk "Hot Line" to recommend contacting the passenger. Provide details regarding the incident including name, address, and phone number.
Consumer Affairs Action Desk Hot Line. Consumer Affairs Representatives are available from 0800-1800 Monday through Friday at (910) 661-0061 or Dialnet 661-0061.
8.1.4 Passenger Attire. Footwear and top and bottom clothing must be worn.

8.2.13 Abusive, Disorderly, or Intoxicated Passenger. A passenger who is abusive, disorderly, or appears intoxicated, is ***not accepted*** for transportation.

8.3 Handling Disruptive Passengers
Crew Interference. Any incident in which a passenger assaults, threatens, intimidates or interferes with a crewmember while performing crew duties onboard an aircraft.
Category 1: Incidents involving verbal abuse that intimidates or threatens a crewmember. This is handled by the crewmember and does not involve law enforcement.
Category 2: Incidents involving the violation of FARs and disorderly conduct which may require local law enforcement to meet the flight including:
— any Category 1 incident which escalates to a Category 2 with passenger non-compliance.
— any incident considered a serious threat to safety
— whenever a physical fight takes place in the cabin
— unauthorized possession of weapons or contraband
— continued or aggressive disturbance involving alcohol or drugs
— a breech of security, i.e., bomb threats, hijacking, weapons, etc.
Category 3: In-flight incidents of a serious nature requiring the involvement of a law enforcement agency including:
— physical assault
— a criminal act that occurs in flight i.e., bomb threat, hijacking, discovery of an unauthorized firearm or explosive device.
8.3.2 Procedure. The flight attendant notifies the captain of *any* situation compromising flight safety. The following table outlines misconduct categories, guidelines and expected follow-up action.

If a passenger commits...	the captain will...	and expect...
Category 1		
Minor Misconduct	• request the flight attendant advise the passenger (in a non-confrontational manner) to discontinue the disruptive behavior or non-compliance	• no follow-up action required with passenger compliance
Examples: disorderly conduct, verbal abuse, harassment, smoking, etc.		

If a passenger commits...	the captain will...	and expect...
Category 2		
Violation of FARs	• immediately notify the controlling dispatcher • request the flight attendant advise the passenger (in a non-confrontational manner) to cease the disruptive behavior and comply with the request • if the passenger does not comply, request the flight attendant advise the passenger the matter will be turned over to law enforcement authorities • request the flight attendant provide the passenger with a copy of the "HDP1: Notice of U.S. Federal Regulation Violation" form (See 8.3.3, "Notice of U.S. Federal Regulation Violation") and obtain all applicable passenger information • complete an HDP-2: Disruptive Passenger Incident Report	• CSM, GSC and/or law enforcement involvement (at the captain's request) and • Company may request additional information.
Examples: refusal to stop smoking, tampering with smoke detector, failure to fasten seat belt or unauthorized use of electronic equipment, smoking in lavatory, etc.		

If a passenger commits...	the captain will...	and expect...
Category 3		
Criminal Act	• Immediately notify ATC of the incident and specifically request "*ARMED LAW ENFORCEMENT, FAA AND FBI BE ADVISED AND MEET THE AIRCRAFT ON ARRIVAL AT ___*."[1] • coordinate with the dispatcher to determine if a diversion is required • request the flight attendant provide the passenger with a copy of the "Notice of U.S. Federal Regulation Violation" form (See 8.3.3, "Notice of U.S. Federal Regulation Violation") and obtain all applicable passenger information • complete a HDP-2: Disruptive Passenger Incident Report	• FBI, law enforcement and GSC involvement • Company to request additional information • Crewmembers may be required to stay at the station to facilitate the investigation
Examples: assault, carriage/use of contraband, crewmember interference, bomb hoax, unauthorized weapon carriage, sabotage, willful damage to property, etc.		

captain will request local law enforcement involvement.
If, before a law officer is called or arrives, the passenger's conduct threatens or endangers the safety of the flight or passengers, the minimum amount of force to restrain the passenger should be used.

8.4 Passenger Devices

8.4.1 Personal Wheelchair. A *preboarded* passenger may stow a personal fold-up wheelchair in the valet closet on a first come basis. The valet closet must be equipped with a door, bottom lip, or means to prevent the wheelchair from moving into the aisle. Relocate the on board wheelchair to an overhead compartment to accommodate the personal wheelchair, if necessary.

8.4.2 National Weather Service Mercurial Barometers. National Weather Service Agents may carry barometers on board and stow them in the valet closet.

Table 8.3 Portable Electronic Devices

When	Permitted Devices
All flight phases	hearing aids, heart pacemakers, electronic watches
On the ground prior to doors closing, and (at the captain's discretion) during inbound/outbound extended ground delays	hand-held Global Positioning System (GPS), CD players, portable computers, electronic calculators & cameras, audio/video records and players, cellular phones, hand-held electronic games, AM/FM radio receivers, pagers, electric shavers, "noise busters"
In flight above 10,000	everything above ***except*** cellular phones
When	**Never Permitted**
While inside the aircraft	television, remote controlled toys, radio transmitters such as CB and amateur Ham radios, or any electronic device not listed above.

8.4.4 Firearms. Authorized persons are permitted to carry, either concealed or unconcealed, a deadly or dangerous weapon. The captain must be notified.

Authorized Persons.

1. **Law enforcement officials** of the United States, a state, or a municipality who are authorized by their agency to carry the weapon. The FAA has approved the following list of Federal Department and Agencies law enforcement officers who may be armed during flight: Departments of Agriculture, Commerce, Defense, Transportation, Education, Energy, Health and Human Services, Housing and Urban Development, Interior, Justice, Labor, State and Treasury. Also included are the CIA, Defense Nuclear Agency, FBI, FDA, GSA, Postal Service, Smithsonian, and U.S. Secret Service.

Specific Authorization. A person who is not classified in any of the above categories (e.g., state or local law enforcement officials) must present written notification on juris-diction letterhead specifying trip itinerary and the reason for carrying a weapon in-flight. **Note -**Flight crew members, who believe an individual does not have the *need* for the weapon on board, or is in noncompliance with the following procedures, shall forward all pertinent information to the Vice President - Flight Operations. *Do not attempt resolution.*

9.1.5 Flights Approaching W & B Limits. Weight Capped Flight is planned within 2,000 to 500 pound of the maximum restricting takeoff weight. Weight Restricted Flight is planned within 500 pounds of the maximum restricting takeoff weight. In either case, nNotify the dispatcher if actual fuel on board exceeds gate release fuel by any amount.

10.5.2 Takeoff Weather. Standard IFR takeoff minimums are:
two engines or less: 1 statute mile or RVR 5000(touchdown RVR controlling, if avail.)

Table 10.7 Lower Than Standard Takeoff Minima and Runway/Lighting/Marking Requirements

	TDZ	MID	RO	LIGHTING / MARKINGS
US	1600 RC	S	A	HIRL, CL, or RCLM[1]
	1000 RC	S	1000 RC	CL
	600 RC[2]	600 RC[2]	600 RC[2]	CL and RCLM
Canada	1200 RC	S	A	HIRL or CL
	600 RC[3]	600 RC[3]	A[3]	HIRL, CL, and RCLM

C: Controlling visibility; **R**: Required; **S**: May substitute for controlling visibility if "**C**" is not available; **A**: Advisory, if operational

[1] Takeoff allowed without these, as long as other runway markings or lighting provide sufficient visual reference to identify the take-off surface and maintain directional control throughout the takeoff roll.

[2] At airports with only TDZ and RO RVR, both are required and controlling. At airports with TDZ, MID, RO RVR, if any RVR out, the other two are required

[3] If mid RVR is OTS, TDZ and RO are required.

Ceiling and Visibility for Alternates

1 navigational aid: CAT I HAT +400 ft and CAT I visibility minimum +1sm
2 or more navigational aids: (can be different ends of same runway)
CAT I HAT to the higher of the two approaches +200 ft
CAT I visibility min to the higher of the two approaches +1/2 sm
below CAT I landing minimums.

Engine Inoperative Planning Factors

Aircraft	Speed	KTAS	Fuel Flow(lbs/hr)	Altitude (ft)
DC-9	265	330	5,700	15,000
MD-80	260	334	7,000	17,000

Destination Alternate.

Domestic. Declare for all domestic IFR flights, unless forecasted or reported ceiling and visibility at ETA + 1 hr is at least:
— Ceiling: 2000 ft above airport elevation and
— Visibility: 3 sm.

Note - If destination weather observations, forecast & trends, airfield conditions, and runway availability permit, an alternate *should not* be specified.

Second Alternate. The dispatcher/captain will file a second alternate if forecasted or reported weather at the both the destination and first alternate is "marginal."

Weather Required for Takeoff/Destination Alternate. Forecasted or reported weather must meet or exceed Alternate Weather Minimums for the planned approach at the ETA.

Weather & Airfield Minimums

Precision/Non-Precision Approaches. Approach minimums for precision and non-precision shall be as published or as depicted in table below, whichever is higher. For this table visibility is in statute miles, RVR is in feet, and where both visibility and RVR are shown, they are depicted as "RVR-Vis", (e.g. 1800-1/2).

Approach Minimums

APPROACH MINIMA					
APPROACH	**MIN ALT**	**TDZ**	**MID**	**RO**	**REMARKS**
Circling	Pub MDA	3 sm			Minimum Ceiling 1000'
Non-Precision	Pub MDA/DA	2400-1/2 RC	A	A	Use MID if TDZ INOP
CAT I	200 ft (DH)	1800-1/2 RC	A	A	Use MID if TDZ INOP
CAT II (1600)	100 ft DA(H)	1600 RC	A	A	None
CAT II (1200)	100 ft DA(H)	1200 RC	S - RO	RA	Use MID if RO INOP
CAT II Canada	100 ft DA(H)	1200 RC	700 RC		None
CAT IIIA	50 ft (DA)	700 RC	700 RC	RA	None
C: Controlling; R: Required; S: May substitute for controlling visibility if "C" not available; A: Advisory					
Note: Approach minima shall be higher of published or as depicted in this table					

C: Controlling **R**: Required **A**: Advisory if reported

Determining Decision Height/Alert Height. CAT I decision altitude is based on the barometric altimeter; CAT II DH is based on the radio altimeter or the inner marker if radio altimeter is not authorized.

Table 10.17 Takeoff Precautions for Windshear

Consider Increased Rotation Speed

1. Set V 1 , V R and V 2 based on actual takeoff weight.
2. Determine maximum takeoff weight for runway and flap setting from wt. & bal.
3. Determine V R based on the maximum runway allowable takeoff weight.
4. Mentally note increased V R and delay "Rotate" callout and rotation to that speed (not more than 20 kts above actual weight V R); do not reset airspeed bugs to the higher speed. If windshear is encountered at or beyond the actual takeoff weight V R , do not attempt to accelerate to the increased V R , but rotate without hesitation. Do not delay rotation beyond 2,000 ft of runway remaining.

Table 10.19 Windshear Recognition Guidelines (Only Guidelines)

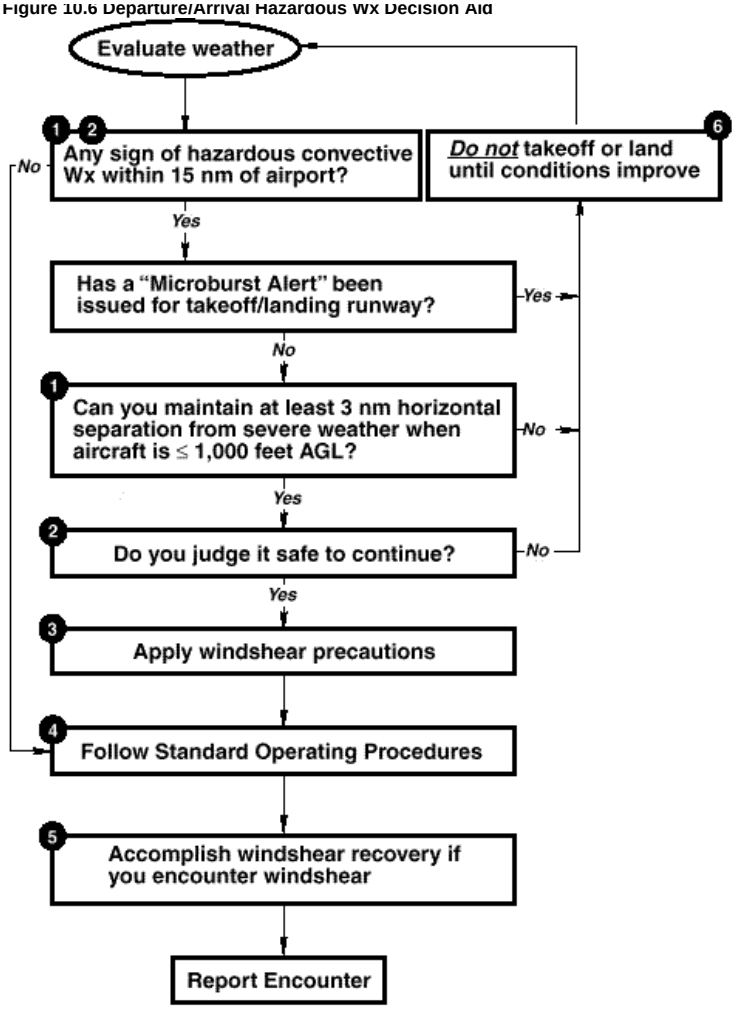
+/- 15 KIAS
+/- 500 FPM vertical speed
+/- 5° pitch attitude
+/- 1 dot glideslope displacement
Unusual thrust setting for extended period

Table 10.23 Minimum Lateral Thunderstorm Avoidance Criteria

SAT>0°C (32°F)
— Avoid flight into and below visible clouds.
— Avoid all displayed precipitation by 10 nm in upwind quadrants/ 20 nm in downwind quadrants
SAT ≤0°C (32°F)
— Avoid flight into and below all visible clouds by 5 nm.
— Avoid displayed precipitation from echo (including green echo) by 20 nm.

Overflight Avoidance. Avoid hazardous weather laterally if possible. In IMC, clear cell tops by at least 20 percent of radar cell height; in VMC, clear cell tops by >5,000 ft.

Figure 10.6 Departure/Arrival Hazardous Wx Decision Aid



- ATC report of echo VIP level 5 or greater
- steep and/or asymmetrical radar gradients
- notches, hooks, fingers, or scalloped radar edges
- heavy rain with convective activity
- a radar echo with a shadow behind it or a magenta radar return

2 Do you judge it safe to continue? Some considerations are:

If there is convective weather and...	Then the Microburst/ Windshear probability is....
• Localized strong winds • Runway specific "Windshear Alert" • PIREP > 15 kts loss/gain or • LLWAS > 20 kts	**HIGH**
• Rain shower • Moderate turbulence • Lightning • Frontal Activity • Virga • LLWAS < 20 kts • Temp/Dewpoint spread > 16°C • Dewpoint > 10°	**MEDIUM**
• Forecast convective weather	**LOW**

3 Apply windshear precautions:

Takeoff
- Use maximum rated thrust
- Select the best operationally compatible runway
- Use recommended flight director autothrottle guidance (see Pilot Handbook)
- Use recommended flap setting (see Pilot Handbook)
- Consider increasing V_R

Landing
- Stabilize approach no later than 1000' AGL
- Minimize thrust reductions and trim changes
- Use recommended flap setting
- Select the best operationally compatible runway
- Consider increasing approach speed (20 kts max)
- Use recommended flight director autothrottle guidance (see Pilot Handbook)

4 Follow standard operating procedures
- **Takeoff:** minimize pitch attitude reductions
- **Approach:** avoid large thrust reductions
- Know normal attitude and performance parameters
- PNF monitor flight path instruments and call out deviations

5 Windshear Recovery
- Firewall thrust
- Pitch - Refer to Pilot Handbook
- Maintain existing configuration

6 Do not takeoff or land until conditions improve. Average windshear lasts only 10 - 15 min.

High - Windshear encounter is likely. Recommend delaying or diverting.

I-4 1.2.3 Uniform jacket is not required from May 1 to September 30.

11.8 Operational Positioning Flights. Without a 3 flight attendants, the captain may authorize up to 19 company employees or term pass riders in the cabin.

11.9 Maintenance Ferry Flights

11.9.1 General. There are three types of ferry flights.

11.9.2Persons who may be carried onboard. If a Ferry Authorization is required, the message must state "normal crew" then the maintenance control duty manager and captain may allow additional (non-flight attendant) persons onboard.

11.10.3 Categories. Test flights are divided into "Category A" and "Category B." A check airman must be PIC of a Category A test flight unless authorized by:
— the Vice-President, Senior Director, or Manager of Flight Operations
— the Director of Flight Training and Standards,
— a Regional Director of Flying, or
— a Fleet Captain.

Category A Test Flights. A Category A test flight is required for:
— changes, alterations, or corrections *which may affect flight characteristics* including: aircraft repaired after sustaining major damage, and
aircraft returning from overhaul modification or conversion,
— newly acquired aircraft which were not test flown prior to acceptance and delivery,
— uncommanded control inputs,
— aircraft out of "Aging Aircraft Check,"
— aircraft out of "Q-Check", or C-4 Check (B-757/767),
— aircraft requiring a Manual Reversion Check,
— aircraft requiring an engine shutdown and restart,
— aircraft to be flown with lift devices in a non-standard configuration,

Category B Test Flights. A Category B test flight is any test or ferry flight not listed as a Category A. These test flights may be flown by a line captain as Pilot-In-Command and require approval of the flight manage