

INTRO TO THE MOAP

Aim: To introduce you to the Manual Of Approved Procedures (MOAP) and to learn when and how to use it.

The MOAP

The MOAP is produced by the gliding association and is used for setting out how the sport will be administered through delegated responsibilities from CAA. The manual consists of three parts, each including appropriate Appendices, as follows:

Part 1 – Administration. This part covers the Association's aims, organisation and procedures and persons holding Delegated Authority from the Director, CAA, in accordance with GNZ's Part 149 exposition. It also addresses finance, and the sporting aspects of gliding in New Zealand.

Part 2 – Operations. This part details the operational requirements, including pilot, instructor and tow pilot training, prescribed by the Executive and the Operations Committee in accordance with the GNZ exposition. The appendix to Part 2 is where you find the syllabus for your training.

Part 3 – Airworthiness. This part details the airworthiness requirements, including engineer training and maintenance procedures for gliders, prescribed by the Executive and the Airworthiness Committee in accordance with the GNZ exposition.

Advisory Circulars

Advisory Circulars (AC's) are produced to elaborate on practices and procedures covered in the MOAP. They provide guidance on how to comply with procedures and are available on the GNZ website www.gliding.co.nz. Topics covered include:

- Club rules; typical content, wording and administration there-of
- Types of gliding competitions and how they are administered.
- How to prepare and sit examinations for GNZ awards.
- Reporting of incidents and accidents.
- Provision and use of first aid and survival kits in gliders.
- Use of Airspace
- Job descriptions for Operations Officers

Master Document

The MOAP master document is published on the GNZ website (www.gliding.co.nz) and is the Controlled Document. Copies can be downloaded from the website as required and it is usual for the club to have at least one "hard copy" available for members to refer to. A club member (usually the CFI) is given the responsibility for maintaining the current version of the manual. Use of any copy places the responsibility for the document's current amendment status on the user so it is important to check that only current copies of the MOAP are used.

Tip:

- If you have access to internet, tag the website as a favourite for ready access.

Need To Know:

- Where to find a copy of the MOAP.
- Where to get Advisory Circulars and forms from.
- Who you can seek advice from if unsure of a procedure being used or being considered for use.

Further Reading:

- MOAP. Pick it up and have a read of some of it when you have a free moment out at the airfield.