

FLYING FIELD OPENING AND CLOSING PROCEDURES

To maintain a good working relationship with the Outer Banks Gun Club and to ensure safety, the following procedures have been established and shall be followed whenever a member goes onto the field for any reason, regardless whether it is to fly, mow the grass, perform maintenance, or any other activity.

Upon Arrival: The first member to arrive is responsible for opening the flying field. To determine whether you are the first member to arrive, look towards the field access while near the gun club office and observe whether the red field safety flag has been raised. If it is visible and in a raised position, another member has already arrived and you may proceed directly to the field. If the flag has not been raised or you cannot see it for whatever reason, you must assume you are the first member to arrive and must perform the actions listed in Table F-1, below.

Table F-1
Stop at the gun club office and notify the attendant that you will be using the field;
Drive to the field access area and raise the red safety flag;
Remove the chain that blocks entrance to the field and lay it aside;
Drive along the perimeter of the field to the western side and park in the designated parking area;
Unlock and open the doors to the club's storage shed;
If flying, remove the "Restricted Area" signs from the shed and attach them to the work tables, and;
If flying, remove the pilot station fencing from the brackets located on the storage shed, and place the fencing into the tubes, located in the ground, at the pilot station area.

Upon Departure: The last member to depart is responsible for closing the flying field. Should a number of members be departing the field at the same time at the conclusion of activities, the required steps for closing the field may be divided among those members by mutual agreement. The required actions to close the flying field are listed in Table F-2, below.

Table F-2
Remove the pilot station fencing and hang them on the brackets located on the storage shed;
Remove the "Restricted Area" signs from the work tables and place them in the storage shed;
Close and lock the club's storage shed;
Ensure all trash has been removed;
Drive to the field access and place the chain that blocks the entrance back in place;
Lower the the red safety flag at the field access, and;
Stop at the gun club office to notify the attendant that no one is remaining at the flying field.

This document has been reviewed and approved by the club officers this 2nd day of March, 2023.