

# Flight Director Checklist

NS- 52

Launch Location = Clear Springs Elementary

Launch Date = April 16/17, 2016

Attempt Number = 1

## Payloads:

① COMMAND MODULE

⑥ BADASS / HOSTED

③ TURTLENEST

⑤ BACH'S BOX

② PCS (CAP TECH UNI)

④ LINK

~~ASMR~~

\_\_\_\_\_

\_\_\_\_\_

## Parachute:

yes?

**Bianca:**

<http://goo.gl/5V1EB4>

• have not added BLT instructions yet.

## Comments:

## One Month in Advance:

- Vehicle Rental (check that outlets work)
- Helium Ordered
- HAM Radio Club notified about using UMD's call sign

## Launch Week

### Pre-Flight Planning Checklist ✓

- Launch Announcement Sent to Email List
- Payloads Lined Up (know what we're flying) Fri
- Vehicles identified and configured for tracking Fri
- Weather Check } Th
- Ground Track Check }
- Create Zello Station
- Print waivers

### Pre-Flight Systems Checklist (add baby balloons and ribbon)

- Inflation Bucket (check Inventory)
- Recovery Bucket (check Inventory)
- Balloon
- Backup Balloon
- Batteries (check if charged)
- Bow Saw
- Clean Up Bucket (Broom, Dust Pan, Garbage)
- Cameras
- Cardboard Tubes
- Extension Pole
- Helium
- Launch Kit
- Machete
- Multimeter
- Parachute and Ring + Assembled Command Module
- Payload String + Tubing
- Phone Chargers (Reminder to Navigators)
- Power Inverter
- Scythe
- Sling Shot
- Spring Scale + digital scale (check batteries)
- ISLT Bucket
- hot spot

## Launch Day

### Assignments

- Still Photographer: \_\_\_\_\_
- Video Photographer: \_\_\_\_\_
- \* • Payload Commander: \_\_\_\_\_
- Balloon Controllers (Anchors)
- ~~Tether Line Handlers~~
- Clean Up Crew (not tracking)
- Navigators for each Chase Vehicle (on last page)

### Pre-Launch Meeting

- Everyone should have signed a waiver
- ~~New ones collected. Sign in sheet for other visitors~~
- Everyone needs to decide right now where they are going after the launch: chase, ~~HOC station~~, or home?
- Chase Vehicles will need to leave semi-immediately (so go potty now and be ready to leave right after release)
- \* • ~~Those who are not chasing should stick around long enough to clean up and secure everything.~~

### Final Checks

\_\_\_ Weather Check

\_\_\_ Ground Track Check

ON LAUNCH PAD

### Vehicle Integration

\_\_\_ Parachute to Balloon lanyard configured

\_\_\_ Parachute and Ring assembled

\_\_\_ Command Module in place

\_\_\_ Payload string lined up and assembled

→ \_\_\_ "Harmless" tags on payloads

\_\_\_ Payload string weighed: Necessary Free Lift = \_\_\_\_\_

\_\_\_ Antennas clear

\_\_\_ No sharp edges, no weak links

Initial tank pressure 2500

Always, Always, Always

Use BLT !!

edit for BLT launch

### Pre-Inflation Checklist

- Helium Tanks uncovered and regulator hooked up
- Hook lanyard from chute around balloon neck before connecting to inflation tube!**
- Instructions and Gloves to balloon ~~handlers~~ <sup>operator</sup>
- Instructions given to tether handlers & tether in place
- Full payload string laid out and ready to go
- Get lift measuring setup in place and measure total lift as needed

### Inflation

Start inflating at max flow rate

Inflation Complete: Measure Total Free Lift = \_\_\_\_\_

### Pre-Release Checklist

- Clear to Launch (Range Safety)
- Payloads Ready (Payload Commander)
- Tracking Good (CapComm)

### Countdown & Release

- All Payloads Switches On
- Raise Stack above pad in full flight configuration
- Telemetry and Downlink good
- Tether handlers ready
- Photographers ready
- Countdown from 10 ← Final Countdown
- Release

Release Time Mark = \_\_\_\_\_

Initial Heading of Flight = \_\_\_\_\_

- Helium Tanks uncovered and Regulator hooked up
- lay out BLT with inside facing up (Velcro side down) (if you're not immediately old closed to prevent moisture from getting on He inside)
- Place Balloon in the center & field around it
- designate people to hold BLT down (At least 4)

- ~~Sufficient~~ <sup>al</sup> Functioning Radios & GPS
- Tarps x 2 - Big : small tarp
- Tracking Antennas
- Van Keys
- Walkie-Talkies

**FAA Notification Checklist**

- ~~Notify Secret Service / Air Security Program ([ASP@usss.](mailto:ASP@usss))~~
- File NOTAM (6 hours prior) via fax: 703-777-8807
- Call NOTAM desk (866-225-7410 ext 9) to verify that fax came through and get assigned NOTAM number:  
     NOTAM # \_\_\_\_\_
- ~~Call Washington Center (2 hours prior): 703-771-3470~~
- Call HGR Tower 301-797-2039 at 7am  
     *Call again*

**Radios + Callsigns Checklist**

Command Module: \_\_\_\_\_  
 Main tracking van: \_\_\_\_\_  
 Second tracking van: \_\_\_\_\_  
 Specific payloads: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Capitol Technology University: \_\_\_\_\_

**Chase Teams**

Chase 1: Pilot = \_\_\_\_\_  
Navigator = \_\_\_\_\_ Tracking = \_\_\_\_\_  
Communications Officer = \_\_\_\_\_  
Back Seat 1 = \_\_\_\_\_ Back Seat 6 = \_\_\_\_\_  
Back Seat 2 = \_\_\_\_\_ Back Seat 7 = \_\_\_\_\_  
Back Seat 3 = \_\_\_\_\_ Back Seat 8 = \_\_\_\_\_  
Back Seat 4 = \_\_\_\_\_ Back Seat 9 = \_\_\_\_\_  
Back Seat 5 = \_\_\_\_\_ Back Seat 10 = \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_

Chase 2: Pilot = \_\_\_\_\_  
Navigator = \_\_\_\_\_ Tracking = \_\_\_\_\_  
Communications Officer = \_\_\_\_\_  
Back Seat 1 = \_\_\_\_\_ Back Seat 6 = \_\_\_\_\_  
Back Seat 2 = \_\_\_\_\_ Back Seat 7 = \_\_\_\_\_  
Back Seat 3 = \_\_\_\_\_ Back Seat 8 = \_\_\_\_\_  
Back Seat 4 = \_\_\_\_\_ Back Seat 9 = \_\_\_\_\_  
Back Seat 5 = \_\_\_\_\_ Back Seat 10 = \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_

Cars: