

# Flying Plan Checklist

The program of the BSA and LFL does not include any requirements to fly. However, we realize that some units, Scouts working on the Aviation merit badge, and Aviation Explorers may wish to experience flight. This checklist defines the requirements for a flight to be considered an official Scouting or Learning for Life activity. The Flying Plan checklist is restrictive by design to manage the identified risks.

Leader: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Unit/Post No.: \_\_\_\_\_ City or town: \_\_\_\_\_ District: \_\_\_\_\_

Is planning  Basic  Advanced orientation  Tethered balloon  Aviation Exploring Flight on: \_\_\_\_\_  
Date

## Authorized Flight Restrictions

**Basic orientation flight.** This flight will be within 25 nautical miles of the departure airport, with no stops before returning. The pilot must have at least a private pilot's certificate, at least 250 hours of total flight time, be current under FAR 61 to carry passengers, and have a current medical certificate under FAR 61. *Cub Scouts and Scouts are limited to this type of flight.*

**Advanced orientation flight.** This flight will be within 50 nautical miles of the departure airport, and the plane may land at other locations before returning. The pilot must have at least a private pilot's certificate and 500 hours of total flight time. The pilot must be current under FAR 61 to carry passengers and have a current medical certificate under FAR 61. *Only Aviation Explorers, Venturers, and Venturing leaders may participate in advanced orientation flights.*

**Tethered balloon flight.** Flights will be conducted in an open area of at least 200 feet by 200 feet clear of obstructions, utility lines, fences, trees, etc. Permission to use the property has been secured. The maximum above ground limit (height) is 70 feet. The flight must occur between sunrise and sunset.

Name of the airport where the flight will originate and terminate: \_\_\_\_\_

Describe the area where tethered ballooning will occur: \_\_\_\_\_

Permission from the landowner to go tethered ballooning has been secured.  Yes  No

Total number of participating youth: \_\_\_\_\_ Total number of participating adults: \_\_\_\_\_

- A parent or guardian consent form for each youth participant is attached.
- All required aircraft, insurance, and pilot documentation is satisfied.

We certify that appropriate planning has been conducted using the [Sweet Sixteen of BSA Safety](#), qualified trained supervision is in place, permissions are secured, health records have been reviewed, and adult leaders have read and are in possession of a current copy of the [Guide to Safe Scouting](#) and other appropriate resources.

\_\_\_\_\_  
Signature of committee chair or chartered organization representative

\_\_\_\_\_  
Signature of adult leader

**Keep this checklist on file following your chartered organization's or post's retention plan.  
If any incident occurs, provide a copy of the plan and incident report to your council.**

## Aircraft/Balloons to be used

Owner(s): \_\_\_\_\_ Date of last annual inspection: \_\_\_\_\_

Make and model: \_\_\_\_\_ Number: \_\_\_\_\_

Standard airworthiness certificate category (normal/utility/etc.): \_\_\_\_\_

**Note:** Only aircraft with standard airworthiness certificates may be used for orientation flights. Restricted, limited, light sport, and experimental category airworthiness certificates are not authorized.

Reproduce this page as needed for additional aircraft/pilots.

## Insurance

All aircraft owners must have at least \$1 million aircraft liability coverage, including passenger liability with sublimits of no less than \$100,000. List all insurance policies that in combination satisfy the insurance requirement.

Insurance company: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Policy number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

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Experimental Aircraft Association (EAA) Young Eagle Flights (ages 8–17): For those EAA members who choose to insure at \$100,000 per passenger seat, the EAA automatically provides an additional \$1 million liability umbrella policy with sublimits of no less than \$100,000. This coverage is in effect only while participating in Young Eagle Flights. The EAA's insurance telephone number is 800-236-4800, ext. 6106.

EAA member number: \_\_\_\_\_. **We strongly recommend that all orientation flights be conducted in collaboration with local EAA chapter Young Eagle Flights.** To find a local chapter, visit [www.eaa.org/chapters/locator](http://www.eaa.org/chapters/locator).

## Pilot-In-Command

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of pilot certificate: \_\_\_\_\_ (Attaching a copy of current pilot certificate is recommended. Balloon pilots must hold a commercial certification.)

Ratings: \_\_\_\_\_

Pilot medical certificate:  First  Second  Third class (Attaching a copy of current medical certificate is recommended. Applicable to ALL flights.)

Medical valid until: \_\_\_\_\_ (date)

Limitations: \_\_\_\_\_

Pilot's total number of flight hours: \_\_\_\_\_ (250 hours minimum for basic orientation flights; 500 hours minimum for advanced orientation flights)

Balloon pilot's total number of flight hours: \_\_\_\_\_ (100 hours minimum)

# Notes and FAQs for Completing Flying Plan Checklist

## Leader

You are responsible for completing this checklist, obtaining parental consent for all participants, and gathering required insurance information and support material from the aircraft owner and pilot. Leaders are responsible for obtaining approval by unit/post leadership.

## Pilot, Aircraft Owner, and Insurance Information

Attach additional copies of this information for each aircraft or balloon that will be used, each pilot-in-command, and applicable insurance information. Pilot information may include copies of the pilot's current certificate and medical certificate.

## Parents/Guardians

A consent form, [No. 680-673](#), for each youth or adult participant under 21 years of age must be completed by the youth's parent or guardian.

## Chartered Organization/Post Checklist

Review that all requested information (listed below) has been provided on the checklist. Sign off on affirmation.

- Parent or guardian consent form for each youth participant attached
- Verified each pilot's certificate and medical certificate
- Verified total pilot hours required (250 hours for basic orientation flights; 500 hours for advanced orientation flights; 100 hours for tethered ballooning)
- Aircraft or balloon insurance requirements satisfied
- This checklist completed

Tethered balloon guidelines and FAQs can be found [here](#).

## FAQs

**Q:** Our pilot only has the new sport pilot rating. Can he be a pilot-in-command of the orientation flight?

**A:** No. Sport pilot certificates are not authorized.

**Q:** Our unit has been offered an orientation flight by the U.S. military, but not all the information required on the checklist can be obtained. May we still conduct the orientation?

**A:** Commissioned officers and warrant officers of any armed service may act as pilot-in-command of a military airplane or helicopter in which they are current as the aircraft commander for either a basic or advanced orientation flight. Only the aircraft portion identifying the aircraft as military and a parent or guardian consent form for each youth participant are required.

**Q:** Since we encourage Young Eagle Flights, can we utilize experimental aircraft?

**A:** No. Only aircraft with standard airworthiness certificates may be used on orientation flights.

**Q:** Is an aviation medical required?

**A:** Yes. For consistency, a valid medical is required, beyond BasicMed.