

E190 OMN



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Normal Checklist

Introduction

Effective 4th March 2024, BAV CityFlyer E190 crews are provided with an updated Normal Checklist (Revision 1). It has been created with reference to BACF source material and reflects the procedures used by BACF E190 crews in real life. This release is the first part of the in-development BAV CityFlyer E190 Operations Manual Part B.

This OMN introduces the new Normal Checklist and outlines how it is to be used during routine operations. Any questions should be directed to the Chief Pilot – CityFlyer.

Checklist Item Types

The E190 Normal Checklist broadly divides actions into two types:

Challenge and Response

- Challenge and response items are indicated by a solid line (PARK BRAKE ___ SET) with the challenge read aloud by the FO (on the ground)/PM (in the air) and the response announced by the Captain (on the ground)/PF (in the air) – checklist items should already be actioned/set from the relevant set-up before challenge and response checklists are run.
- Items marked SET shall include the setting when they relate to altimeter barometric reference, slats/flaps position, and pitch trim.
For example: Slats / Flaps ___ “SET 2 & CKD”
- Items marked AS REQ'D shall have the required setting checked and announced.
For example: APU ___ “**ON**”
- Items marked X-CKD shall be announced by both crew.
For example: QNH ___ P1: “**1012** SET”, P2: “**1012** SET”

Read and Do

- Read and do items are indicated by a dotted line (Cabin Crew ... ADVISE) with actions completed by the FO as the checklist is run.
- Read and do items may be completed silently.

Note: The After Landing Checklist is recorded with a dotted line but is completed as a “Self Challenge and Response” by the FO following the After Landing Set-Up.

Normal Checklist – Page 1

Page 1 of the Normal Checklist includes:

Before Start – Challenge and Response

Divided into two sections completed sequentially “to the line” (the second section to be completed following the briefing, receipt of the loadsheet, and completion of the vital data procedure) and a third section “below the line” to be completed following the receipt of start clearance. The Before Start Checklist incorporates the departure briefing aide-memoire.

After Start – Challenge and Response

Crews should pre-brief APU ___ “ON” during the departure briefing whenever the APU is required for departure.

Taxi – Challenge and Response

Completed following receipt of the final loadsheet and the cabin report – the sterile light is set on when the cabin is confirmed secure. Additionally, in the event of a single engine taxi the second engine must be started and the additional items in the Single Engine Taxi box completed. The Vital Data/Review is an interactive check of the vital data during which:

- The Captain confirms from the EICAS:
 - TO-Rating and Flex Temp
 - ECS packs condition
 - Anti-ice condition
 - Autobrake set to RTO
 - Slats/Flaps setting
 - Pitch trim setting
- The Captain confirms from the PFD:
 - V-speeds
 - Selected speed set to VFS or V2+10 as required
 - Selected altitude set to SID stop-altitude/cleared level
- The FO shall verify the announced data against calculated data and highlight any discrepancies; the FO then confirms from the MCDU:
 - SID
 - Squawk code

Before Take-Off – Read and Do

The FO shall complete the Before Take-Off Checklist upon receipt of line-up/take-off clearance.

After Take-Off – Challenge and Response

Divided into two sections, to be completed “to the line” following the selection of slat/flap 0 and “below the line” following the selection of standard pressure (1013 hPa) when first cleared to a flight level.

Descent – Challenge and Response

Incorporate the arrival briefing aide-memoire and to be completed following the transfer of control prior to top-of-descent.

Approach – Challenge and Response

The section “below the line” shall be completed when inside 25 nautical miles from the destination but, if called when already inside 25 nautical miles, the checklist can be run as a single checklist.

Before Landing – Challenge and Response

Divided into two sections for normal and steep approaches. For normal approaches the items for slats/flaps may be deferred until the selection of landing slat/flap (completed no later than the 1,000 ft RA auto-callout). The selection of nose lights on is completed as a read/do item following receipt of landing clearance.

After Landing – Self Challenge and Response

Once clear of the runway the crew shall complete the After Landing Set-Up and the FO shall then complete the After Landing Checklist as a self challenge and response.

The checklist shall not be stowed until it is complete following the approaching stand items.

Shutdown – Challenge and Response

Completed following the Shutdown Set-Up.

Normal Checklist – Page 2

Page 2 of the Normal Checklist includes:

Cockpit Safety Inspection – Read and Do

To be completed on the first flight of the day or following a change of crew or power down.

Power Up – Read and Do

To be completed on the first flight of the day or following a change of crew or power down.

Full Cockpit Preparation – Read and Do / Challenge and Response

There are two versions of the Full Cockpit Preparation Checklist:

- Full – To be used on the first flight of the day or following change of crew, the full version duplicates items from the Cockpit Safety Inspection and Power Up Checklists and can be used in-lieu of these checklists for the first flight of the day or following change of crew in an aircraft which has been powered up prior to crew arrival.
- Reduced – To be used for all turnarounds when the aircraft has remained powered throughout, this reduced checklist is shown by black arrows in the margin.

The final items of the checklist are to be completed as challenge and response when both crewmembers are present.

Leaving Aircraft – Read and Do

To be completed whenever the crew are leaving the aircraft unless the aircraft is being handed over directly to the next operating crew or a competent engineer. In particular, the APU must not be left running with the aircraft unattended by crew or an engineer.

Normal Checklist use during Cold Weather Operations

During cold weather operations, following remote deicing or when the selection of take-off slat/flap is delayed until shortly before take-off, the After Start Checklist must be re-run before the Before Take-Off Checklist. Likewise, selection of slats/flaps 0 shall be deferred from the After Landing Checklist until the slat/flap mechanism has been confirmed clear of snow/slush/ice by an engineer on stand.