

Sky Soaring
Remote Site Accident (or Incident) Response Plan

A. IMMEDIATELY:

- (1) Notify rescue - fire - police - call 911
Give the 911 operator the address as: Ski Soaring Airport, Illinois
Route 20 and Getty Road, Hampshire, Illinois, 60140, in
McHenry County
- (2) Set up command post in the front office or other location with a telephone
- (3) Gather all people at the command post for assignments
- (4) Assign the following tasks:
 - a. Two people to be the SSI contact with the family at the scene, hospital or home
 - b. Two people to handle the aircraft
 - c. one person to be the emergency services contact
- (5) Spokesperson and at least 5 others, in at least two cars, go to the scene

B. NEXT:

- (1) Notify:
 - a. SSI President
 - b. SSI Vice-president
 - c. SSI Chief Flight Instructor
- (2) Assign one person to gather accident information (witnesses, photos, current conditions, exact times, investigators, landowner name, stake pictures at the scene etc.
- (3) Notify FAA
 - a. Weekdays FAA FSDO *Duty officer will return the call*
 - b. Weekends FSS ask for the supervisor and advise you wish to report an accident. (Note time reported and initials of the supervisor)
FSS will contact the FAA Duty Officer, who will return the call.
 - c.. If no answer in 30 min., call back
**see Page 3,#6*

C. LAST:

- (1) If the aircraft is released by the FAA-NTSB and the State Police it can be moved, move it into a hanger or into it's trailer.
- (2) If aircraft has not been released or cannot be moved cover it with a tarp and secure the scene. *(civil air patrol may assist)*
- (3) Notify remaining SSI officers and directors.
- (4) Next business day notify our Insurance Company if necessary
(assign one person as insurance company contact)