**Pre-Inflation Checklist**

**Baskets :**

Solid floor baskets must have no damage to the rawhide wire protectors sufficient to expose the suspension wires.

Check also for wire damage where the wires are visible between the protectors and the skids.

**Rigging :**

Basket and envelope cables correctly attached and checked for damage.

Karabiner screw gates closed.

Control lines attached.

**Fuel :**

Cylinders securely strapped in the appropriate positions.

Contents checked.

Hose connections tight.

All valves shut.

**Instruments :**

Switched on.

Set.

**Fire Extinguisher :**

Present, maintained in accordance with manufacturers instructions.

**Launch Restraint**:

Connected to fixed point.

Check for damage.

**Pre-Take-Off Checklist**

**Envelope :**

**General condition :** Damage within Limitations

**Temperature Flag :** Visible

**Deflation System :** Visual Check.Test operation. Operating lines attached (refer 4.4.1.1 to 4.4.1.3).

**Load tapes :** Free of damage without sign of undue strain.

**Flying Cables :** Correctly connected.

**Karabiners :** Screwgates closed and karabiners loaded lengthwise

**Scoop :** Attached

**Crown Line(s) :** Attached

**Burner :**

**Pilot Lights :**

Burning satisfactorily, normal appearance and sound.

No freezing at cylinder vapour offtake and vapour valve open (vapour pilot light only).

**Test :** Test all systems. Check all valves for leaks (including crossflow valves where fitted).

**Cylinders :**

**Fuel Pressure :** Within limitations.

**Additional Cylinders :** All fuel cylinders should be connected and tested, to ensure adequate fuel pressure and uncontaminated fuel delivery.

**Mini Vapour Cylinder :** Valve open (refer to 4.4.1.4).

**Equipment :**

**Instruments :** Switched on, set.

**Alternative source of ignition :** Present, tested.

**Pilot Restraint Belt :** Worn and strap connected (if used).

**Passenger Briefing :**

1. Safety in relation to **ground equipment**.
2. Use of internal **handholds**.
3. Wearing of suitable **clothing**.
4. **Smoking** regulations.
5. In-flight use and **stowage** of personal belongings and baggage.
6. Importance to **remain inside** the basket at all times, particularly after landing.
7. Landing **positions** to be assumed to minimise the effect of the impact during landing.
8. Safe **manoeuvring** of the balloon on the ground after landing.
9. Use of **oxygen**-dispensing equipment, if applicable and
10. other **emergency equipment** provided for individual passenger use, if applicable.
11. Part or all of the verbal briefing may be provided additionally by a safety briefing card on which pictorial instructions indicate the correct landing position.
12. Before take-off, the correct landing position should be **demonstrated**.
13. Before commencing the landing phase, passengers should be required to **practise** the correct landing position.

**Cylinder Change Procedure**

1. Check **function** of an alternative burner or fuel supply.
2. Check safe **flight path**.
3. **Shut off** the empty cylinder at the cylinder valve.
4. Operate the burner valve to **empty** the fuel hose.
5. **Disconnect** the fuel hose from the empty cylinder and reconnect to a full cylinder.
6. Check **secure connection**.
7. **Open** the full cylinder, **relight** the pilot light if necessary.
8. **Check** function of burner.

**Pre-Landing Checks**

**Powerlines :** Clear of approach path and overshoot.

**Passenger Briefing :** Silence during landing.

Repeat landing part of passenger briefing.

**Pilot Restraint Belt :** worn and strap connected (if used).

**Fuel :** Enough fuel in cylinder(s) in use for landing and overshoot.

**Loose Items :** Instruments, cameras, radios, etc., securely stowed.

**Rip line :** Parachute operating line or rip line in hand during approach.

**Arming Line :** Pulled and indicator flag visible (Lock Top only).

**Venting Line :** Available and free to pull out of bag (Rapid Deflation System only).

**Liquid Fuel Supply :** Check contents of cylinders in use.

**Pilot Lights :** Should be turned off when the pilot is satisfied that no further burner operation will be required.

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