Flight Director Checklist

NS-44

Launch Location = Clear Spring Elementary

Launch Date = 9/27/14

Attempt Number = _____

Payloads: **Command Module**

Tracking Module

Payload 1 = Supersonic Velocity sensing

Payoad 2 = Cut down module

Payload 3 = BAD Attitude

Pay load 4 = New tracking Module

Parachute:

Comments:

Launch Week

Pre-Flight Planning Checklist

____ Launch Announcement Sent to Email List

____ Launch Site Confirmed

____ Launch Site Accommodations

____ Vehicle Rental

____ Helium Ordered

____ Payloads Lined Up

____ Vehicles identified and configured for tracking

Pre-Flight Systems Checklist

__✓ Balloon

__✓ Backup Balloon

__✓ Regulator & inflation equipment

__✓ Balloon handling gloves

__✓ Check battery on spring scale

__✓ Parachute and Ring

__✓ Sufficient Functioning Radios & GPS

__✓ Command Module Assembled

__✓ Batteries Charged

__✓ Strings and Things

FAA Notification Checklist

___ Notify Secret Service / Air Security Program (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

    __ 2 hours prior

    __ before inflation

    __ after release

    __ after touchdown

(NB: Tower opens at 7am on weekdays)

Launch Day

Assignments

- Still Photographer: _____
- Video Photographer: _____
- Payload Commander: _____
- Balloon Controllers
- Tether Line Handlers
- Clean Up Crew
- Navigators for each Chase Vehicle

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, HCC 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 (see next page taken from Borealis)

___ Weather Check

___ Ground Track Check

Release and Chase

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

____ Release

Release Time Mark = _____

Initial Heading of Flight = _____