

BEFORE START CHECKLIST

COCKPIT PREPARATION

- 1 **CALL GPU, FUEL TANK and STAIRS**
- ☒ - Wait while GPU EXT-B and GPU EXT-A **AVAIL**
- ☒ - BAT1 and BAT2 **OFF**
- ☒ - Wait while BAT1 and BAT2 ON
- ☒ - APU BAT ON
- ☒ - GPU EXT B **ON**
- ☒ - INT LT - STBY COMPASS ON
- ☒ - INT LT - CTL ON
- ☒ - INT LT - DOME ON
- ☒ - APU MASTER SW **ON**
- ☒ - APU START **ON**
- ☒ - PROVE / WINDOW HEAT **ON** (Cold outside)
- ☒ - APU BLEED **ON**
- ☒ - SIGNS - NO SMOKING ON
- ☒ - SIGNS - EMER LT ARM
- ☒ - TURN COCKPIT TO NORMAL
- ☒ - TURN CABIN TO NORMAL
- ☒ - TURN ADIRS IR1 TO NAV MODE
- ☒ - TURN ADIRS IR2 TO NAV MODE
- ☒ - TURN ADIRS IR3 TO NAV MODE
- ⌵ - RADIO NAVIGATION ON
- ⌵ - WEATHER RADAR ON (Switch to 1 or 2)
- ⌵ - TURN FLOOD LT (Pedestal left)
- ⌵ - TURN INTEG LT
- ⌵ - TURN FLOOD LT (Pedestal right)
- ⌘ - LT CEILING ON (Both side)
- ⌘ - MAP ON (Both side)
- ⌘ - CONSOLE ON (Both side)
- ⌘ - FOOT WARMER ON (Both side)

SET DATA AND FUEL

- 1 **ENTER DATA TO MCDU**
- 2 **ENTER FUEL QUANTITY (MCDU PREDICTION)**
- 3 **REMOVE FUEL TANK**
- ☒ - FUEL PUMP ENG1 L1 ON
- ☒ - FUEL PUMP ENG1 L2 ON
- ☒ - FUEL PUMP ENG2 R2 ON
- ☒ - FUEL PUMP ENG2 R1 ON
- ⌘ - TURN BARO BTN (METAR Departure)
- ⌘ - Set ALTITUDE to Cruise Level (Autopilot)

ALL PASSENGERS ON BOARD

- 1 **REMOVE ALL GROUND EQUIPMENT**
- 2 **MAKE SURE THAT ALL DOORS ARE CLOSE**
- PA** - PAX WELCOME ANNOUNC (*)
- ☒ - SIGNS - SEAT BELLS ON
- CAB** - "The doors are arms" ► OK (*)
- ☒ - EXT LT - BEACON ON
- ☒ - EXT LT - WING ON
- ☒ - EXT LT - NAV & LOGO ON
- ⌵ - THRUST IDLE (Check your joystick thrust idle)

PROCEED PUSHBACK

- 1 **CALL PUSHBACK / TOWING**
- MECH** - PLEASE CONFIRM CLEAR (*)
- ⌵ - PARK BRAKE OFF
- MECH** - BRAKES RELEASED (*)
- 2 **PUSHBACKING THE AIRCRAFT**
- ⌵ - PARK BRAKE ON
- MECH** - BRAKES SET (*)

START ENGINE

- ⌵ - TURN ENG START TO IGN START
- ⌵ - START ENG 2
- ⌘ - Wait while ENG 2 **AVAIL**
- ⌵ - START ENG 1
- ☒ - APU BLEED (No light) → Just after engine start to avoid investing engine exhausts gases

FLIGHT CONTROL CHECKLIST

CHECK FLIGHT CONTROLS

- 1 **TEST JOYSTICK AND RUDDER**
- 2 **USE BRAKE / PARK BRAKE TO TEST PRESSURE (*)**

BEFORE TAKEOFF CHECKLIST

CLEAR TO TAXI

- ☒ - EXT LT - NOSE TAXI ON
- ☒ - EXT LT - RWY TURN OFF 'ON'
- ⌵ - TURN ENG START TO NORM
- ⌵ - FLAPS 1
- ⌵ - GND SPOILER ARM
- ⌵ - PARK BRAKE OFF
- 1 **CROSS A RUNWAY** ► ☒ - EXT LT - STROBE ON
- 2 **LEAVE A RUNWAY** ► ☒ - EXT LT - STROBE OFF
- 3 **TAXI UNTIL NEAR THE RUNWAY**

☒ - Overhead Panel / ⌵ - Pedestal Panel / ⌘ - Main Instrument Panel / Ⓢ - Primary Flight Display ⚡ - Navigation Display / **CAB**, **PA** and **MECH** - locate in ⌵ in communication panel

WAITING TAKEOFF CLEARANCE

- ⌋ - PARK BRAKE ON
- ⌘ - AUTO/BRK TO MAX **ON**
- ⌘ - BRK FAN **ON**
- ☒ - APU MASTER SW (No light)
- ☒ - APU START (No light)
- ☒ - PACK 1 and PACK 2 **OFF**
- ⌋ - TURN ATC FROM 'STBY' TO 'ON'
- ⌋ - TURN TCAS TO 'TA/RA'

TAKEOFF CHECKLIST

CLEAR TO TAKEOFF

- ☒ - EXT LT - STROBE ON
- ☒ - EXT LT - LAND ON
- ① **ENTERING THE RUNWAY**
- ⌋ - PARK BRAKE ON
- PA** - FA PREPARE TAKEOFF (*)
- ⌋ - PARK BRAKE OFF
- ⌘ - START CHRONO
- ⌋ - Thrust full
- "V1 Rotate" ▶ Ⓧ - Rotate until reach 15°

AFTER TAKEOFF / CLIMB CHECKLIST

TAKEOFF

- "Positive climb" ▶ ⌘ - GEAR UP
- ⌋ - GND SPOILER DISARM
- Ⓧ - LVR CLB FLASHING ▶ Thrust (↓) until THR CLB
- ⌘ - AP1 On (autopilot)
- Ⓧ - At **S** Speed ▶ ⌋ - FLAPS 0
- ⌘ - BRK FAN OFF
- ☒ - EXT LT - NOSE TAXI OFF
- ☒ - EXT LT - RWY TURN OFF 'OFF'
- ☒ - PACK 1 and PACK 2 ON

CLIMB THRU CRUISE LEVEL

GENERAL RULES	
Ⓧ - BARO QNH FLASHING ▶	⌘ - PULL BARO BTN Std
Ⓧ - 10,000 FEET ▶	☒ - EXT LT - LAND OFF
	▶ ☒ - EXT LT - STROBE OFF

REACH CRUISING ALTITUDE

- ☒ - SIGNS - SEAT BELLS OFF
- PA** - PAX CRUISE ANNOUNC (*)

BEFORE DESCENT (BRIEFING) ... Ⓧ ~80 NM TOD

- ① **GET ILS ALTITUDE FOR APPROACH (ARRIVAL AIRPORT CHART)**
 - ② **GET ILS FREQ + CRS (ARRIVAL AIRPORT CHART)**
 - ③ **GET QNH, TEMP & MAG/WIND (METAR Arrival)**
- ⌘ - Set ALTITUDE to data from ① (Autopilot)
 - ⌋ - MCDU RAD NAV – Put data from ②
 - ⌋ - MCDU PERF-APP - Put data from ③

"WHE'RE CLOSE TO TOP OF DESCENT SIR"

- ☒ - SIGNS - SEAT BELLS ON

PROCEED DESCENT ... Ⓧ ~5 NM TOD

- ⌘ - **PUSH** ALTITUDE BTN (Autopilot) (*)
- Ⓧ - MORE DRAG ▶ ⌋ - GND SPOILER HALF

GENERAL RULES	
Ⓧ - BARO QNH FLASHING ▶	⌘ - PULL BARO BTN and set QNH from ③
Ⓧ - 10,000 FEET ▶	☒ - EXT LT - LAND ON
	▶ ☒ - EXT LT - STROBE ON
	▶ ⌘ - LS ON (autopilot)
"Usually from the pseudo (RED250) waypoint thru the pseudo (LIM) waypoint this is time to reduce to 250 kts"	

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APPROACH CHECKLIST

REACH PSEUDO (DECEL) WAYPOINT

- PA** - FA PREPARE LANDING (*)
- ✘ - APPR ON (autopilot)
- ✘ - AP2 ON (autopilot)
- ⌋ - GND SPOILER ARM
- ⊖ - 215 kts ▶ ⌋ - FLAPS 1
- ⊖ - 196 kts ▶ ⌋ - FLAPS 2
- ⊖ - 186 kts ▶ ✘ - GEAR DOWN
▶ ⌋ - FLAPS 3
- ⊖ - 180 kts ▶ ⌋ - FLAPS FULL
- ✘ - AUTO BRK MED **ON**
- ✘ - BRK FAN **ON**
- ☒ - EXT LT - NOSE TAXI ON
- ☒ - EXT LT - RWY TURN OFF 'ON'
- "Retard retard" ▶ ⌋ - Thrust down
- ⌋ - Thrust Reverse

AFTER LANDING CHECKLIST

ON THE RUNWAY

- ✘ - FD OFF (autopilot)
- ✘ - LS OFF (autopilot)
- ⌋ - FLAPS RETRACTED (0)
- ⌋ - GND SPOILER DISARM

LEAVE THE RUNWAY

- ☒ - EXT LT - STROBE OFF
- ☒ - EXT LT - LAND OFF
- ☒ - APU MASTER SW **ON**
- ☒ - APU START **ON**
- ☒ - APU BLEED **ON**
- ☒ - PROVE / WINDOW HEAT OFF
- ✘ - AUTO BRK MED OFF
- ✘ - BRK FAN OFF
- ⌋ - WEATHER RADAR OFF
- ⌋ - WINDSHEAR OFF

TAXI THRU TERMINAL

- 1** **CROSS A RUNWAY** ▶ ☒ - EXT LT - STROBE ON
- 2** **LEAVE A RUNWAY** ▶ ☒ - EXT LT - STROBE OFF
- 3** **TAXI UNTIL NEAR THE PARKING SITE**

PARKING CHECKLIST

PASSENGERS ARE PREPARING TO LEAVE THE PLANE

- ⌋ - PARK BRAKE ON
- ⌋ - ENG1 OFF
- ⌋ - ENG2 OFF
- ☒ - EXT LT - BEACON OFF
- ☒ - EXT LT - WING OFF
- ☒ - EXT LT - NAV & LOGO OFF
- ☒ - EXT LT - NOSE TAXI OFF
- ☒ - EXT LT - RWY TAKEOFF OFF
- ☒ - SIGNS - SEAT BELLS OFF
- ☒ - SIGNS - NO SMOKING OFF
- PA** - FA DISARM THE DOORS (*)
- 1** **CALL STAIRS**
- PA** - PAX GOODBYE ANNOUNC (*)
- ☒ - FUEL PUMP ENG1 L1 **OFF**
- ☒ - FUEL PUMP ENG1 L2 **OFF**
- ☒ - FUEL PUMP ENG2 R2 **OFF**
- ☒ - FUEL PUMP ENG2 R1 **OFF**

SECURING THE AIRCRAFT CHECKLIST

PASSENGERS DISEMBARKED FROM THE PLANE

- ☒ - TURN ADIRS IR1 TO OFF
- ☒ - TURN ADIRS IR2 TO OFF
- ☒ - TURN ADIRS IR3 TO OFF
- ☒ - SIGNS - EMER LT OFF
- ☒ - APU BLEED OFF
- ☒ - APU MASTER SW OFF
- ☒ - APU BAT **OFF**
- ☒ - BAT1 and BAT2 **OFF**

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NOTE (*)

AUDIO CONTROL PANEL



This panel concern the pushback crew communication, captain communication and flight attendant call. This panel is locate in the left side of the pedestal.

PA - The button just above is about the Pilot communication (captain)

MECH - Is about the Pushback Crew communication (usually you hear this sound when you ask for a PUSHBACK)

CAB - Is about the Flight Attendant communication (usually you hear this sound from Flight Attendant Request).

CAB - "Passengers complains weather cabin are too cold ..." Please answer No Thanks while the aircraft doors are open

TEST THE BRAKE PRESSURE



This panel concern the pressure for the brakes. This panel is locate in the Main Instrument Panel.

DESCENT



This panel concern the AUTOPILOT. This panel is locate in the Main Instrument Panel.

WHEN YOU PUSH THE ALTITUDE BUTTON

The descent will be automatic, the altitudes are respected but you have to manage the speed (A)

WHEN YOU PULL THE ALTITUDE BUTTON

The descent will be automatic, the speeds are respected but you have to manage the altitude (B) / usually for ATC

☒ - Overhead Panel / U - Pedestal Panel / X - Main Instrument Panel / e - Primary Flight Display + - Navigation Display / CAB, PA and MECH - locate in U in communication panel