



CP# 419

Title: Summit Station Skiway Reporting Procedure and Timeline for the Summer Season

Purpose: Define expectations, distribution and timeframe for Summit Station Skiway reports.

Background: Transportation of personnel and materials to Summit Station is supported by skied aircraft over the course of multiple flight periods each summer. A skiway report is provided to CPS personnel and the Air National Guard to assist with planning prior to each flight period. Additional information is provided pre-season to document condition of skiway, flags and grooming activity in preparation for flights

Timeline: The due dates are listed below. Dates are re-assigned annually to coincide with the flight calendar and flight period kick-off calls.

Summit will send reports on due dates no later than 9:00am local Summit (WGT) time.

Pre-Season Reporting

The first report and photo documentation is scheduled for the completion of skiway construction work, and no later than the day prior to the first northbound LC-130, whichever occurs first.

18 April:

Summit will provide:

- Skiway report to distribution list noted below

18 April:

Summit will provide:

- Skiway certification document with flagging portion filled out
- Photos:
 - Flags: Photos of the lowest flag
 - Flags: Photos of any in bad shape that cannot be repaired/replaced prior to opening
 - Skiway: Photo from a kneeling position
 - Skiway: Photo from top of equipment to provide aerial perspective



During Season Reporting

Skiway Reports:

One week prior to the flight period, the Summit Site Supervisor will distribute the skiway report. 2016 due dates:

| | | |
|---------------------------|----------------|----------------|
| 18 April (opening) | 14 June | 26 July |
| 24 May | 5 July | |

Distribution list for Summit Skiway Reports

| | |
|--|--|
| sheeley@polarfield.com | 139ravenops@gmail.com |
| manager@summitcamp.org | grey@polarfield.com |
| jessy@polarfield.com | cpskangerops@polarfield.com |
| usaf.ny.109-aw.list.greenland-ops@mail.mil | |

The report is also stored on the Summit FTP site.

Skiway updates:

One day prior to the flight period, the Summit Site Supervisor will provide an update on skiway conditions to the Kanger Site Supervisor. The information will be provided by the Kanger Site Supervisor to the DC at the flight period kick-off meeting in Kanger.

| | | |
|-----------------|----------------|-----------------|
| 18 April | 22 June | 4 August |
| 31 May | 9 July | |

Distribution list for Skiway Updates

cpskangerops@polarfield.com
grey@polarfield.com

Distribution list for ANG Summit Mission Reports

sheeley@polarfield.com
manager@summitcamp.org
grey@polarfield.com
cpskangerops@polarfield.com

Note:

ANG Summit Mission Reports will be provided by the Air National Guard at the close of each flight period. The reports provide information and feedback on Summit missions and skiway or other conditions. These serve as the written record for any verbal comments provided by flight crews over VHF during flight operations at Summit Station.