

Mirage Executive Charters (MECva) Policy and Procedures Document

Thank you for your interest in Mirage Executive Charters (MECva)! The staff of MECva is dedicated to enhancing the experience of flight simulation enthusiasts by providing a realistic simulation of passenger, charter and cargo operations. Here at MECva, our pilots fly for many different reasons using various flight simulation platforms. Regardless of their reason, MECva pledges to give our pilots the resources they need to get the most out of their virtual aviation experience.

This document is designed to incorporate all policies and procedures that govern the day-to-day operations of MECva. Additionally, MECva's Terms of Service and Privacy Policy are incorporated herein by reference.

Terms of Service: [http://flymirageva.org/lib/files/MECva Terms of Service.pdf](http://flymirageva.org/lib/files/MECva%20Terms%20of%20Service.pdf)

Privacy Policy: [http://flymirageva.org/lib/files/MECva Privacy Policy.pdf](http://flymirageva.org/lib/files/MECva%20Privacy%20Policy.pdf)

Every effort has been made to ensure that this document contains useful and applicable information. This document should be read and followed by all MECva pilots. For newly hired pilots, this document provides key information that will help new pilots become accustomed to MECva operations and procedures. In the event that any of these policies and procedures are unclear, please post any questions you may have to the MECva Forum:
<http://flymirageva.org/lounge/>

Please note that MECva reserves the right to modify, suspend, or terminate any of the policies, procedures, and/or benefits described in the manual with or without prior notice to pilots.

Thank you again for reading through this information and I hope to see you in the virtual skies soon!

Jerry Hayman
CEO
Mirage Executive Charters Virtual Airlines

MISSION STATEMENT:

MECva strives to provide a structured, yet friendly environment for our pilots to share their hobby. All members are equal in that we all love to fly. Aviation is our passion, whether it's virtual or in reality. Thus, MECva is much more flexible than most VAs in terms of requirements and procedures. For example:

1. No minimum flight hours required to fly a particular aircraft.
2. You may fly from any location regardless of where you last arrived.
3. You may substitute any similar aircraft for the assigned aircraft in the route you select to fly.

PLATFORM:

You may use any flight simulator platform that will work with phpVMS & smartCARS or kACARS to fly MEC Routes. As far as we know it works with FS9, FSX, FSX Steam, X-Plane & P3D (all versions).

MEMBERSHIP REQUIREMENTS:

MECva does not require its new members to have prior virtual aviation experience to join. However, as MECva operates as an intermediate to advanced level virtual simulation, we expect new members to have basic understanding of flight operations and air navigation as well as the basic functionality of Microsoft Flight Simulator prior to joining. Minimum requirements are as follows:

1. Membership is free and open to individuals fifteen (15) years of age or older, which is above the minimum age requirement specified under the Children's Online Privacy Protection Act (COPPA) regulation. Under no circumstances will an applicant under this age be hired. Any pilot who is found falsifying their age will be banned from MECva indefinitely.
2. Must use phpVMS ACARS to track flights.
3. Must have valid VATSIM ID (ONLY if choosing to fly online)
4. Must love to fly :)

REGISTRATION:

Currently, there are two registration requirements needed: one for the flight tracking account and one for the forums:

1. Please register at <http://flymirageva.org/lounge/> to access the forums and submit an application!
2. Please register at <http://flymirageva.org> for a Flight Tracking account. You will be assigned a pilot number once you have registered (Ex: MEC0001, MEC0022, etc).

PILOT RANKS:

Shoulder/Sleeve	Rank	Hours	Salary
	New Hire	0-25	100
	Pilot	25-49	150
	First Officer	50-249	200
	Captain	250-499	250
	Senior Captain	500-999	300
	Chief Pilot	1000+	350
	Special Function	As assigned	As assigned

PILOT ACTIVITY:

As discussed in our mission statement, MECva does not attempt to place any undue constraints on its members. We realize that real life is always first and foremost and MECva members may only be able to commit a certain number of hours and time in support of this hobby. Thus, we have established reasonable minimum flight requirements that must be adhered to in order to remain an active pilot for the organization. These requirements are designed to ensure that all pilots are able to remain active, regardless of their commitments elsewhere.

- All new pilots must fly at least one flight within 14 days of being accepted by MEC or your account may be terminated.
- All current pilots must fly **one flight every 90 days** or your pilot account will be automatically marked On Leave by phpVMS.
- Pilots who are placed in "On Leave" status must request to be put back on "Active" status before they can fly again. This can be avoided if you email a member of our management team and file for "Inactive" status prior to passing the 90 day threshold.
- Once placed on the ON Leave list, you will have a period of thirty (30) days to file a flight report. If no report is received after 30 days, the account may be terminated.

FLYING ROUTES:

There are several ways pilots can fly a route:

1. Pilots may fly any regular route already entered in our phpVMS database.
2. Pilots can submit a *Community Route Builder* (CRB) request. It will be added to phpVMS after being reviewed and approved.
3. Routes must be flown with one of the planes listed in our fleet or any similar aircraft.
4. You may create your own Charter routes using the Charter Ops Module.

Substitute aircraft. MECva routes are built for our fleet aircraft; however, you can substitute any similar aircraft to fly that route. For example, if you are flying a C340 route but would rather fly another aircraft you could fly a C310, C337 or anything that is similar in design. Just make sure the substitute aircraft has the range to reach your destination and can manage the runway length. Substituting a B737 for a C340 is not considered a valid substitute as they are not similar in design. Below is a list of current default aircraft for each category as of 12/24/2015:

Passenger	Selected Aircraft	Registration	Cruise (kn)
Long-haul	Boeing 777-200LR	NP2212R	555
Medium-haul	Boeing 737-800	N101HA	447

Regional	DHC-8-400	N667MC	360
Corporate/Private jet	Embraer 500 Phenom 300	NP100E	380
Gen aviation	Beechcraft King Air C90	N119MC	272
Bush plane	DHC-6 Twin Otter	N789MC	143

Cargo	Selected Aircraft	Registration	Cruise (kn)
Long-haul	Boeing 767-300 Freighter	NP127F	479
Medium-haul	Boeing 727-ADV Freighter	N419MC	467
Regional	Q400 Freighter	N671MC	350
Corporate/Private jet	Beechcraft Hawker 850XP	NT855P	422
Gen aviation	Cessna Caravan Freighter 208	N941MC	182
Bush plane	DHC-6 Twin Otter	N789MC	143

FLYING ONLINE:

Flights for Mirage Executive Charters may be flown offline. However, although not required, every pilot is encouraged to join and fly online via VATSIM. Flying online with live air traffic control coverage adds an extra dimension of realism to your flight simulation experience. Whenever you are flying online to conduct a MECva authorized flight or to participate in a MECva sanctioned event, we require pilots to follow these procedures:

- Airline Code: MEC
- Callsign: Mirage ###
- When connected to VATSIM, your callsign will be your MEC Pilot Number, e.g., "MEC1" for your login; "Mirage 1" for voice communications.
- When online, act professionally and maturely! You are representing Mirage when online, remember that!

PIREP PROCEDURES:

MECva uses the phpVMS reporting system for all flight reporting using either smartCARS or kACARS to file reports. Both of these programs are free to use. Once you complete your flight in smartCARS or kACARS you should submit your PIREP via that application. One of our hub managers will need to accept your PIREP before the flight is added to your logbook. PIREPS are normally approved within 24 hours of submission. However, the MECva managers are all volunteers and everyone has real world commitments so please be patient if your PIREP has not been approved within the 24 hour period.

CODE OF CONDUCT:

To ensure that we are meeting our goal of providing the most realistic and enjoyable virtual aviation experience to every pilot, MECva has established a General Code of Conduct. This code serves to set minimum standards of conduct by which all MECva members are required to adhere to. The code is not designed to confine or restrict our member's activities, but rather ensure that MECva remains a safe, friendly, and fun environment for all.

Submission of a pilot application and acceptance into MECva signifies your agreement to read, review, and abide by all parts of our code of conduct. Failure to be in compliance with any section will result in disciplinary action up to and including termination.

CODE OF CONDUCT - BEHAVIOUR:

We understand that from time to time there will be differences in opinion. While we respect these differences and promote active discussion, the following actions are classified as unacceptable behavior. Participation in any of the following constitutes violation of our Code of Conduct:

- Use foul or unsuitable language toward ANY member of MECva via any means of communications (to include the forums, email, TeamSpeak, etc.).
- Defame, abuse, harass, stalk, threaten, or otherwise violate the legal rights of others.
- Publish, post, upload, distribute or disseminate any inappropriate, profane, defamatory, infringing, obscene, indecent or unlawful topic, name, material or information to any MECva venue (to include pornographic/sexually explicit materials).
- Upload files that contain software or other material protected by intellectual property laws (or by rights of privacy of publicity) unless you own or control the rights thereto or have received all necessary consents.
- Upload files that contain viruses, corrupted files, or any other similar software or programs that may damage the operation of another's computer.
- Restrict or inhibit any other member from utilizing and enjoying the communication services available to them by MECva.
- Harvest or otherwise collect personal/identifiable information about others (including email addresses), without their explicit consent.
- Violate any applicable US/local laws or regulations.
- Hacking, or attempting to hack, any of MECva's online systems (which will result in immediate termination of membership).

CODE OF CONDUCT - FORUMS:

The forums are a place for friendly discussion, debate and making new friends. They are not the place for inappropriate or aggressive arguments of any sort. Any persons found to be engaging in aggressive arguments on the forum will be subject receipt of a code of conduct violation.

CODE OF CONDUCT - TEAMSPEAK:

All members of the organization are welcome and encouraged to utilize TeamSpeak. During your chatting and discussion on TeamSpeak, you are expected to respect all members participating in the discussion. We encourage free thought and free expression (you may discuss your personal views), but know when to stop.

Comments classified as derogatory to any group of people, including but not limited to any race, any sexual orientation, political/religious affiliation and/or nationality, will not be tolerated. Harassment, name-calling, constant channel switching, spamming, etc. will not be tolerated. Always be positive, be friendly, and be helpful. If you are unable to follow the rules on TeamSpeak, you will be warned, kicked from a channel, or banned from the server entirely for a period of time. That period of time will vary in length depending on the nature of the offense.

Abusing Server Administrator (SA) privileges will result in an immediate suspension.