FLIGHT OPERATIONS MANUAL

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Introduction

Welcome to FedEx Express Virtual. This document was designed to: provide new members with the information they need to get started right away, and be a reference for the general operations of our organization.

FedEx Express Virtual (FDXVA) was founded by two ardent fans of the real life FedEx: Garen Evans and Mike Tabb. These two friends founded FDXVA in 2015 because they wanted to share their passion for cargo air operations with others. Mike and Garen have many thousands of hours of flight simulation experience, and extensive experience with virtual airline administration, air traffic control, technical development, and web and software management.

At FDXVA we balance realism with a common-sense approach to flight simulation. For example: our route structure mimics our real life counterpart, yet the system is dynamic and often includes charter and ferry flights; our fleet is based on the same aircraft used by the real life FedEx, yet members have the flexibility to choose any of those aircraft for any flight; we have more than one thousand destinations, and a system that allows our members to jump seat to new points of departure around the globe.

In short, we have coupled FedEx's real-life route structure with common sense approach to flight operations. As a result, our members enjoy several features that are unique to the virtual aviation community without an overly burdensome set of rules and regulations. We like it this way, and we hope you will too.

We understand that for new members starting out at the airline can seem confusing and daunting so to avoid this feel free to join our discord channel or send us an email from the website and someone from the support team will endeavor to answer your query as soon as possible.

Discord is a free voice and text chat app that you access with a browser, or you can use the Discord App on your PC or mobile device. We want you to join us! Simply click on the button below, and use your first name and callsign, such as: John - FDX123.

Press the Connect button or click here to join us!

Website: http://fdxva.org/
Simbrief: https://www.simbrief.com/home/
Vatsim: https://www.vatsim.net/

New Member Quickstart!

1. After your application is approved, login to the website. One of the first things you'll see is your own personal home page. Your home page has all of your information, including flight statistics, logbook, an internal messaging system, and your current location.

2. Download FDXVA ACARS. This is accessed via the Operations menu. There is no installer: simply download and unzip the package to a convenient folder on your computer. ACARS requires Windows 7 or higher, the .NET 4.5 framework or higher, and FSUIPC. X-Plane users will also need xconnect or similar.

3. Start your flight simulator and situate your aircraft at Memphis International Airport with the parking brake on. New members <u>MUST</u> start their first flight from KMEM. **You may use any aircraft in our fleet for any route in our system.** Be sure to have your plane fueled and ready to go.

4. **Start ACARS.** The first time you start ACARS verify that the <u>same</u> FDX ID and password used to login to the website are also used with the ACARS program. Click the Start button on ACARS, and verify that you see a positive response, such "Ready" in the list box window of ACARS.

5. Fly the aircraft as realistically as possible. Do not pause; do not slew; do not change the aircraft type, fuel, or payload; do not use an accelerated simulation rate (1X only); do not crash; do not press the Stop button. Basically, just forget all about ACARS until after you have arrived at your destination.

6. **Fly to an approved destination.** From Memphis there are more than a hundred different airports to which you can fly, ranging from a few hundred miles to airports that are many thousands of miles distant. You do not need to bid a flight. Simply select an approved destination on the website.

7. **After landing**, taxi to parking, and set the parking brake. Do not park near fuel stations. In ACARS, **press the Stop button.**

8. **Press the Pirep button**. Your flight will be logged. If you receive a message that your flight is pending, then contact a staff member.

Our Point-to-Point Rule

It is critically important that you understand this fundamental rule: **every flight you make must depart from the airport at which you are currently located** on the website (i.e., your assigned location).

New members start their career at Memphis, which is where you start your <u>first</u> flight. Your subsequent flight must depart from the location where you most recently arrived. For example, if your first flight was KMEM-CYEG, then your second flight must depart CYEG. From CYEG you can fly to KMEM, KOAK, or CYYC.

There is no exception to this rule. However, **by using a jumpseat you can change your current location** without flying there.

Jumpseat

After your first flight, you will be given a number of free jump seats from the system. A jump seat allows you to instantly change your current location. You may use as many jump seats anytime you desire. After you have used all your free jump seats, you may purchase jump seats with your earnings. Currently you receive 3 free jump seats a month.

Earnings

After each flight you will earn some virtual credits, which can be used to purchase items from the FDXVA website, including jumpseats, certifications, and the insignia fees that are required for promotions.

Members receive virtual wages according to the following schedule.

Rank	Wage Rate
New Hire (Rampie)	150 / hour
Second Officer	200 / hour
Junior First Officer	250 / hour
First Officer	300 / hour
Senior First Officer	350 / hour
Captain	500 / hour
Ferry Captain	600 / hour
Charter Captain	700 / hour
Merit Captain	1000 / hour
Senior Captain	2000 / hour

Rank and Promotion

Rank	Minimum Requirement
New Hire (Rampie)	Approval of application
Second Officer	1 flight
Junior First Officer	20 hours
First Officer	50 hours
Senior First Officer	100 hours
Captain	200 hours
Ferry Captain	400 hours
Charter Captain	500 hours, and 6 months of service
Merit Captain	800 hours, and 1 year of service
Senior Captain	900 hours, and 2 years of service

In addition to the minimum requirements listed above, advancement to the next rank also requires: (1) active status – that is, one or more approved flight reports in the previous 30 days; (2) a total number of approved flight reports equal to or greater than the number of months of service; and (3) a formal request for promotion. You will find "Request Promotion" on the Home Tab (User Profile) edit.

Advancement to next rank is not automatic. A formal request for promotion should be made by providing your hub manager with the following information:

1. Name, callsign, and current rank.
2. Requested rank.

3. Total number of flights.
4. Total number of hours.
5. Date of last flight.
6. Time in service.

New Membership

Application for membership is contingent on completing the new member application on the website, and having it approved. Specific requirements are not included with this document, as they are clearly stated on the application form on the website.

Membership Currency, Leave of Absence, and Termination

New members must complete their first flight within 24 hours of approval of their application. Thereafter, they must meet the requirements of active membership.

Active membership is defined as one or more approved flight reports in the previous 40 days. Active membership is a mandatory requirement to remain on the roster. Members who do not meet the requirements for active membership are subject to termination.

Active members may request a Leave of Absence (LOA), which is valid for up to 6 months. New members with no flights are not eligible for LOA.

Flight Reporting and ACARS

Flight reports will only be approved if submitted with FedEx Express Virtual ACARS. ACARS is our own proprietary software that has successfully logged thousands of flight reports. This is the only method by which flight reports can be automatically approved.

An occasional flight report that is submitted manually is permitted, however a preponderance of manually submitted flight reports will not be tolerated.

Manually submitted flight report may only be approved on the basis of verification on the VATSIM network.
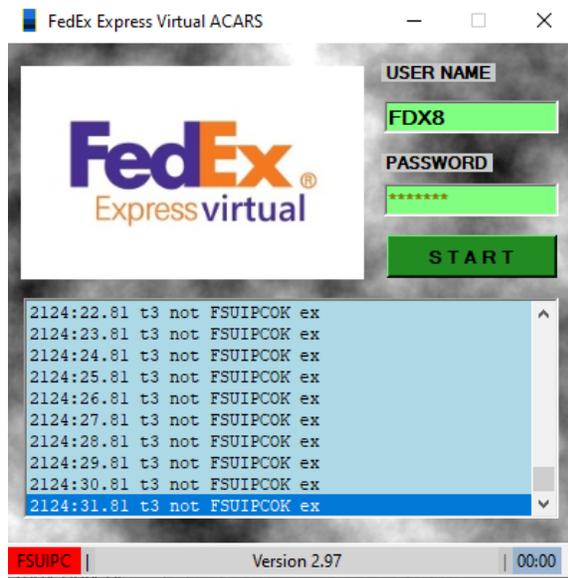
FLIGHT OPERATIONS

FDXVA Pilot-in-Command

You are considered pilot-in-command on every flight. This means that you alone are responsible for conducting every flight in accordance with and/or in the spirit of FDXVA rules and regulations. You are also responsible for ensuring the aircraft you have selected is appropriate for your flight – it must be capable of successfully arriving at your chosen destination; fuel and runway length considerations are your responsibility.

Route Structure

System Flights – are based on the real life FedEx route structure, and include more than 1100 routes between hundreds of different system airports (i.e., airports that are part of FDXVA).

Charter Flights – can be flown by any member. They are typically created by a Charter Captain to highlight a personal preference, or by staff to support a group flight or other event.

Ferry Flights – are authorized only for Ferry Captains. They typically represent repositioning flights, are conducted between system airports, and carry little or no revenue-generating payload.

Diversions – to airports that are inconsistent with the existing route structure may be approved at the discretion of administration, and on the basis of weather, or in-flight emergency. You must communicate with administration the reason for diverting.

Bases of Operations (Hubs)

CITY	ICAO CODE
Memphis	KMEM
Oakland	KOAK
Anchorage	PANC
Liege	EBLG
Newark	KEWR
Guangzhu	ZGGG
Osaka	RJBB
Dubai	OMDB
Paris	LFPG

All Weather Operations

Low IFR is one of the most exciting ways to operate an aircraft, but it is also the most demanding. The All Weather Operations (AWO) group recognizes active FDXVA pilots who meet the flight crew requirements necessary for Category II, and Category III authorization. Members who have logged 100 or more system hours are eligible for certification. For details, refer to the website and the AWO Manual.

Category Description of Requirements

CAT I	Default certificate recognizes participation in AWO
CAT II	3+ IFR approaches in past 45 days
CAT IIIa	3+ LIFR approaches in past 45 days.
CAT IIIb	100+ IFR or LIFR approaches, and 3+ LIFR approaches past 45 days.
CAT IIIc	200+ IFR or LIFR approaches, and 3+ LIFR approaches past 45 days.

THE FEDEX FLEET

Members are encouraged to fly the same types of aircraft that are currently in use by our real life counterpart; these are referred to as Contemporary aircraft. But members also have the option to use aircraft from yesteryear; these are referred to as Historic aircraft

Mainline Aircraft

Airbus A306 Freighter
Boeing 737 Freighter
Boeing 757 Freighter
Boeing 767 Freighter
Boeing 777 Freighter
McDonnell Douglas MD-10
McDonnell Douglas MD-11

Feeder/Contract Aircraft

Airbus A310 Freighter
Boeing 737 Freighter
Boeing 747 Freighter (viz., Atlas)
Avions ATR-42
Avions ATR-72
Cessna Grand Caravan

Historic Aircraft

Boeing 727-200
Douglas DC-8
Dassault Falcon 20

Substitute Aircraft

 Due to the limitations of certain flight simulators, substitute aircraft are allowed. Please check with administration for approval of the a/c you wish to use before you fly.

VATSIM

Online flying is not required, but it sure is a lot of fun, so we hope you'll log some of your flights on VATSIM.

We encourage our members to fly on the VATSIM network for several reasons: (1) Manually submitted flight report can only be approved on the basis of verification on the VATSIM network; (2) group flights are conducted online, and use of VATSIM is required for recognition of participation in those events; and (3) it is an effective means of sharing our enthusiasm with a vast network of other flight simulation pilots and controllers.

Make Us Proud

- Use your call sign. In cases where your call sign is in use on the network, differentiate it by appending a single letter. For example, FDX123**A**

- Put FedEx Express Virtual - FDXVA.ORG in the Remarks section of your flight plan.

- Be courteous and follow the instructions of online controllers, staff, and supervisors.

Feeders:
 note: Must use FDX…., callsign & Username in remarks when flying online

 ABR "Contract" Air Contractors: ATR42/72, A300, B737, B757 - Ireland
 BVN "Showme" Baron Aviation: C208 - Eastern USA
 CPT "Air Spur" Corporate Air: C208 - Western USA
 CSA "Iron Air" Express Air Cargo: C208 - Midwest USA and Canada
 CFS "Empire" Empire Airlines: C208, AT42/72 - Northwest USA
 MTN "Mountain" Mountain Air Cargo: C208, ATR42/72 - Southeast USA
 SWT "Swift" Swiftair: ATR42/72, E120, B737 - Spain
 PCM "Pac Valley" Westair Industries: C208 - California
 WIG "Wiggins" Wiggins Airways: C208 - Northeast
 MAL "Morningstar" Morningstar Air Express: B757, ATR42/72, C208 - Canada

Termination

Failure to maintain flight currency, or failure to respond to communications in a timely manner, or the perception of any unprofessional conduct are grounds for termination. Members who are terminated will be removed from the roster, and may have all records expunged from our system, including flight logs, achievements, awards, certifications, and promotions.

Non-Discrimination Statement

FedEx Express Virtual does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Terms of Agreement

- By completing the online application form, you acknowledge that you have read, understand, and will comply with the terms of agreement of FedEx Express Virtual (FDXVA).

- You must be 13 years of age or older (viz www.coppa.org)

- Maintain an active e-mail address that is checked at least once daily.

- You own and will use a legally obtained, and FSUIPC/XPUIPC-compatible version of FS9/FS2004, FSX, P3D, and/or X-Plane.

- At the time of your application you should have at least 25 hours of verifiable simulation flight time on the VATSIM network, or provide evidence of adequate preparation to actively participate in FDXVA activities.

- Newly hired pilots are required to file a flight report using our ACARS system within 14 days of your application being approved.

- All members are required to be active flight simulation pilots at FDXVA. Activity is defined as at least one flight report in any 30-day period; failure to do so may result in an inactive status, which is grounds for dismissal.

- All members should login to the website at least once per month, and check messages, and any other notices or revisions that may affect these terms.

- You will use the FDXVA ACARS program to facilitate flight reporting. An occasional flight report that is submitted manually (i.e. without ACARS) may be permitted on a case-by-case basis. Manually submitted flight report may only be approved on the basis of verification on the VATSIM network.

- The FDXVA network is based in large part on the current real world FedEx air routes. You can choose any of the routes to fly, and in any of the approved airframes, regardless of the route. However, flight reports that deviate from network routes and airframes may not be approved.

- All flights must originate from your assigned location (initially KMEM). You can change your assigned location by either: (1) completing a flight in the network from your assigned location; or (2) using a jumpseat.

- The entirety of each flight must be completed in real time, without time acceleration, slewing, repositioning, and without excessive pausing.

- Inactive members may be removed from the roster, unless on a leave of absence (LOA). We highly encourage the use of an LOA if you find yourself unable to fly. For extended periods of time where a pilot cannot fly, we will accept a resignation and you can rejoin when you do have time to be an active participant. It is crucial that you communicate with staff about your availability.

- Each member is issued a pilot id (e.g., FDX123). Please use this pilot id as your callsign during online flights. In cases where the callsign is in use on the network, differentiate it by appending a single letter, or number (e.g., FDX123A, FDX1234). You may also use one of the feed prefizes, if you also put FedEx Express Virtual - FDXVA.ORG in the Remarks section.

- Although not mandatory, we encourage members to complete flights on the VATSIM network; during online flights please verify the Remarks section of your flight plan includes the text: "FedEx

Express Virtual" and "FDXVA.ORG"

- Membership may be terminated for failure to comply with FDXVA terms of agreement, or the rules and regulations. These terms may be amended at any time without prior notice.