



OLYMPIC
A I R

V I R T U A L

Operations Manual

EN v1.20



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2. Version History

Version	Date	Author	Changes/Additions
0.01	29/03/2009	Mike Ionas	Initial edition
0.02	06/04/2009	OAV staff	Ranks / Entry requirements for each division
0.03	07/04/2009	Vasilis Gkartzonikas	Aircraft types per company / Type Ratings
0.04	20/06/2009	Mike Ionas	Rank system update
0.05	25/07/2009	Mike Ionas	Description of OAV divisions Prerequisites for applying to OAV Procedures
0.06	08/09/2009	OAV staff	Change of OAV name
		Mike Ionas	Change of aircraft types in chapter 6 based on the general category and not specific type Change of Olympic Airways to Olympic Air (8) Conversion from .doc to .docx
		Vasilis Chatzisavas	Introduction
		Dimitris Ntistis	Supplement of IVAO procedures
		Vasilis Gkartzonikas	Removal of aircraft types from each division as fleets update continuously
0.07	08/10/2009	Mike Ionas	Added links
	09/10/2009	Dimitris Ntistis	Change of IVAO ranks
		Mike Ionas	Update rights for First Officer / Captain
0.08	10/10/2009	OAV	Final draft for approval
	11/10/2009	Mike Ionas	Useful links
1.00	12/10/2009	OAV	Public release
1.10	06/07/2012	OAV staff	Removed Type Ratings / Added multiple choice test and checkride for subsidiaries utilizing financial model / Added Olympic Aeroclub & Supersonic
1.11	10/07/2012	Mike Ionas	Changed title from FCM to OM
1.13	03/10/2012	Mike Ionas	Removed useful links (available on site). Added RJ1H and changed "multiengine jets" to "multiengine widebody jets". Change of minimum required flights for Airways from 6 to 12
1.14	08/10/2012	Athanasios Voulgarakis	Updated Olympic Aeroclub
1.15	13/10/2012	OAV staff	Change of IVAO rank cross-reference. Various changes in divisions
1.16	13/10/2012	OAV staff	Time acceleration limit
1.17	05/08/2013	Mike Ionas	New ranks
1.18	12/08/2013	Mike Ionas	Description of group's subsidiaries
1.19	13/08/2013	Mike Ionas	Reference to the F.A.Q. section of the forum
	14/08/2013	Mike Ionas	Reference to VATSIM PRC
1.20	03/05/2014	Mike Ionas	Usage of OAV ACARS for PIREPs Removal of FSPassengers
		Nick Papandreou	OAV NOTAM System

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3. Introduction

Dear friend,

Welcome to the family of Olympic Air Virtual (OAV).

A leading Virtual Airline.

The purpose of OAV is to help the virtual pilot simulate a flight to the extent he desires, while – at the same time – through the Training Department he/she can find answers to any questions he/she might have and attend lessons aimed to improve his/her virtual flight experience.

OAV is one of the first virtual airlines created. Inaugurated in 1995, we have more than eighteen years of experience.

Our mission has two goals. Firstly to provide virtual pilots – with a lot of fun and realism – flight simulation as the finest possible experience, providing training while maintaining a professional and enjoyable environment in doing what we all love, flying. We believe that the most important aspect of virtual aviation is the pilot. Therefore the goal of our hobby is: flying, learning, enjoying and having fun.

Secondly to create a global brotherhood of virtual pilots; a brotherhood where every pilot feels like home, here in OAV. During its existence our brotherhood has grown beyond professional relationships between its members. True friendships have emerged moving beyond the screens of our computers.

All prerequisites exist. The future is ours!

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4. Requirements

Nobody started knowing everything about aviation and more specifically online flying. Above all our purpose is to have fun doing what we love, flying. However at the same time we can enrich our knowledge regarding aviation, while attempting to fly following real world procedures. A goal that can be achieved either through the training nights organized by our VA, or through the countless manuals available through our dispatch office. The level of realism one can achieve depends on his/her will to learn and – of course – available free time. Regardless there are some prerequisites for anyone wishing to enter the world of online flying, in order to make their life easier and avoid unnecessary trouble with fellow virtual pilots and controllers.

These prerequisites are:

4.1. General prerequisites:

- 4.1.1. To be a member of VATSIM and/or IVAO. Without a membership ID in any or both of these organizations you cannot join OAV. There is no age limitation.
- 4.1.2. To join you must visit the OAV webpage (<http://www.oav.gr>) and select “Join”, unless there is a prior agreement with either the CEO, Director of Operations – IVAO, Director of Operations – VATSIM or Pilots’ Manager of our VA. In any case the sole responsible person for all new applicants is the Pilots’ Manager.
- 4.1.3. You are also given access to our VA’s forum, the primary method of communication among our members. All members are encouraged to follow the forum. You can post anything regarding the activities of our community, maintaining a certain level of appropriate conduct and respect towards other members. Members that misbehave will be warned initially and – if deemed necessary – banned from using the forum.
- 4.1.4. OAV maintains a TeamSpeak server, where members can meet their virtual colleagues and discuss problems, find answers to any queries they might have and engage in a dialogue regarding issues in the community and the activities of OAV. TeamSpeak is one of the most important tools of communication as it utilizes voice and becomes a more direct means of interaction.
- 4.1.5. All announcements regarding OAV are sent to its members through the OAV NOTAM System. Since this application is using the email address you have registered in the Dispatch Office, it is important to keep it up to date.
- 4.1.6. Our VA consists of 6 subsidiaries that are described in detail in the following pages of this manual. Depending on the subsidiary you fly for, a minimum number of flights for a given time period is required. For example pilots flying for Olympic Airways are required to send at least 12 PIREPs for every 6 month period. Member that do not meet the minimum PIREP criteria:
 - 4.1.6.1. After the end of the required period and since they haven’t send the minimum PIREP number, receive a warning through email from the Pilots’ Manager informing them of their situation and imminent deactivation.
 - 4.1.6.2. One week after the warning email and if the member has not replied the account is suspended (but not removed).
 - 4.1.6.3. 3 months after the suspension the account is removed and if the member wishes to be reactivated has to start again his virtual career from scratch, once he explains the reasons for his previous non-compliance that led to the suspension of the account. The forum account is also removed.
 - 4.1.6.4. In case that a member cannot fly for a long period of time for any reason, he/she can contact the Pilots’ Manager and obtain a leave of absence, after justifying it.
- 4.1.7. All new members must send at least 1 PIREP (Pilot REPort) within 1 month of their registration. Until they do send this PIREP they do not get Active status and remain Trainees.
- 4.1.8. You may fly in VATSIM, or IVAO, or both networks if you wish. In any case offline flights will not be accepted.
- 4.1.9. The main communications link between the virtual pilots and the virtual management of OAV is the Pilots’ Manager. He is solely responsible for all

matters regarding pilots (registrations, suspensions, transfers, etc.) and members of the management team that decide any change in the status of the pilots have to do it through the Pilots' Manager.

4.2. Manuals:

4.2.1. You can find a vast library of manual in the [Training section of IVAO](#) and the [Pilot Resource Center \(PRC\) of VATSIM](#).

4.3. Software:

4.3.1. Flight Simulator 2004 (FS9) or Flight Simulator X (FSX). Other simulator platforms available such as X-Plane and Prepar3d, are allowed if they are supported by IVAO and/or VATSIM, but our ability to provide support might be limited at this moment.

4.3.2. OAV ACARS for the submission of PIREPs to the Dispatch Office of OAV. OAV ACARS is available through the relevant menu in the Dispatch Office.

4.3.3. Clients (to connect to the online networks):

4.3.3.1. If you fly in VATSIM, Squawkbox, is one of the two clients available [here](#). Alternatively FSInn 1.2 and FSCopilot 1.6 for FS9 or FSInn 1.3 and FSCopilot 1.7 for FSX (you may use the latter for FS9 as well but it officially supports FSX only) available from [here](#). You may try both clients and decide on the one that suits you best. Squawkbox is designed based on simplicity and ease of use. FSInn offers more capabilities, but new members might find setting it up and intimidating task.

4.3.3.2. If you fly in IVAO, the available client is IvAp v1.5.2 for FS9 and IvAp v2.0.2 for FSX, both available from [here](#).

4.3.4. TeamSpeak for voice communication with other OAV members available [here](#).

5. Operations










Olympic Air Virtual Group consists of 6 subsidiary companies. These are:

- 5.1. **Olympic Airways:** Olympic Airways is the main and older subsidiary of OAV. It handles all scheduled domestic and international flights, in essence copying the schedule of the real Olympic Air. Olympic Airways is operational since 1995, ever since Olympic Air Virtual was inaugurated. In addition to copying the schedule of the real Olympic Air, this subsidiary also flies all codeshare flights.
- 5.2. **Olympic Aeroclub:** Olympic Aeroclub simulates the environment of a small aeroclub. The pilots of Olympic Aeroclub can fly anywhere they wish using the aircraft in the fleet. They can fly under IFR or VFR (including SVFR, DVFR).
- 5.3. **Olympic Airlines:** The continuing evolution of OAV and more specifically Olympic Airways lead to the inauguration of Olympic Airlines on April 19, 2007 which simulates the operations of the real Olympic Air. Olympic Airlines is the third subsidiary of OAV that simulates fully the financial model of a real airline.
- 5.4. **Olympic Cargo:** Olympic Cargo is the second subsidiary of OAV that simulates fully the financial model of a real airline. It was inaugurated on March 2006 and is handling all cargo flights for our virtual group.
- 5.5. **Olympic Charter:** Olympic Charter was formed to fly to international destinations all over the world with increased tourist demand. It is the first virtual company of OAV to simulate fully the financial model of a real airline (ticket and cargo income, aircraft maintenance, pilot salaries, airport expenses, fuel, catering, etc.).
- 5.6. **Olympic Supersonic:** Olympic Supersonic is operating supersonic flights with the Concorde. Due to the special nature of this aircraft and supersonic flights in general, it was not possible to include it in any of the existing companies and a new one was formed. It is the fourth Subsidiary of OAV simulating the financial model of a real airline and flies all over the world.

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6. Pilot Ranks

Pilot ranks are common for all subsidiaries of our virtual group.

Ranks		Aircraft Types	Requirements
Second Officer (L1)		Turboprops (ATR42/72, DH8A, DH8D)	0-30 logbook hours
First Officer (L2)		+ single aisle jets (A319 / A320 / B733/4/6/7/8 / RJ1H)	31-100 logbook hours
Captain (L3)		+ single aisle jets (A321 / B739 / B752)	101-200 logbook hours / Multiple choice test and checkride for transfer to the financial model
Senior Captain (L4)		+ widebody jets (A332/3 / B763)	201-300 logbook hours
Commercial Captain (L5)		+ multiengine widebody jets (A343/6 / B744 / B772 / MD11)	301-1000 logbook hours
Senior Commercial Captain (L6)		Honorary rank See paragraph 6.6	1001-2000 logbook hours
Instructor Captain (L7)		Honorary rank See paragraph 6.7	2001-3000 logbook hours
Check Captain (L8)		Honorary rank See paragraph 6.8	3001+ logbook hours
Chief Pilot (L9)		Honorary rank See paragraph 6.9	Operations Manager

* The aircraft types mentioned are indicative.

Table 6.1: Pilot Ranks

Table 6.1 shows all pilot ranks, some indicative types of aircraft available for each rank and the requirements. It is the responsibility of the pilot to inform the Pilots' Manager that he/she is eligible for promotion.

Pilots that fly for more than one subsidiary have the same rank in all (with the exception of honorary ranks that are non-transferable). Therefore if a pilot flies for Airlines and Charter with the rank of Captain and has the hours for a promotion to Senior Captain in Airlines, he is promoted to Senior Captain in Charter as well. This does not apply to honorary ranks that are unique to each subsidiary.

In detail:

- 6.1. Second Officer:** All new pilots start from this rank. They may only fly turboprops (AT43, AT72, DH8A, DH8D, etc.), and maintain this rank until they log 30 flying hours in their logbook.
- 6.2. First Officer:** From 31 logbook hours the pilots are promoted to the rank of First Officer. This rank allows them to fly all aircraft available for the previous rank. Additionally they can fly single aisle jets, like the A319/A320. In this rank they remain until the log 100 flying hours.
- 6.3. Captain:** From 101 logbook hours pilots may be promoted to the rank of Captain, if they complete successfully a multiple choice test. With this rank they can fly all aircraft available for the previous ranks plus the A321, B739 and B752. They are also given the option to be transferred to one of the subsidiaries simulating the financial model of a real airline (with the exception of Olympic Supersonic). To do so, in addition to the multiple choice test, they must complete a checkride organized by the training department of Olympic Air Virtual. Pilots maintain this rank until logging 200 flying hours.
- 6.4. Senior Captain:** From 201 logbook hours pilots are promoted to this rank and can fly – apart from the aircraft types available to the previous ranks – widebody jets, such as the A332/3 and B763. They maintain this rank until logging 300 flying hours.

- 6.5. Commercial Captain:** From 301 logbook hours pilots are promoted to this rank and can fly multiengine widebody aircraft such as the A343/6, B744, B772/3 and MD11. They can also request a transfer to Olympic Supersonic since this rank gives them enough seniority to fly the Concorde.
- 6.6. Senior Commercial Captain:** This rank is honorary for pilots that have logged 1000 flying hours in a subsidiary and is not transferable.
- 6.7. Instructor Captain:** This rank is honorary for pilots that have logged 2000 flying hours in a subsidiary and is not transferable.
- 6.8. Check Captain:** This rank is honorary for pilots that have logged 3000 flying hours in a subsidiary and is not transferable.
- 6.9. Chief Pilot:** This rank is reserved for the Operations Managers of each subsidiary.

In addition to the above, pilots that have successfully completed a Squadron checkride of HvACC are promoted immediately, depending on the checkride level (A or B or C). The corresponding ranks can be seen in table 6.2.

Ranks	Aircraft Types	Requirements
Captain	+ single aisle jets (A319 / A320 / B733/4/6/7/8 / RJ1H)	HvACC Squadron A
Senior Captain	+ widebody jets (A332/3 / B763)	HvACC Squadron B
Commercial Captain	+ multiengine widebody jets (A343/6 / B744 / B772 / MD11)	HvACC Squadron C

Table 6.2: HvACC checkride corresponding ranks

Therefore a pilot that has completed successfully Squadron A checkride of HvACC is promoted to the rank of Captain, a pilot that has completed successfully Squadron B checkride of HvACC is promoted to the rank of Senior Captain and a pilot that has completed successfully Squadron C checkride of HvACC is promoted to the rank of Commercial Captain.

A similar correspondence of ranks and checkrides exists for IVAO. It can be seen in table 6.3.

Ranks	Aircraft Types	Requirements
First Officer	+ single aisle jets (A319 / A320 / B733/4/6/7/8 / RJ1H)	IVAO Private Pilot
Captain	+ single aisle jets (A321 / B739 / B752)	IVAO Senior Private Pilot
Commercial Captain	+ multiengine widebody jets (A343/6 / B744 / B772 / MD11)	IVAO Commercial Pilot IFR

Table 6.3: Corresponding ranks in IVAO

Pilots with experience from other VAs or organizations are considered in a case by case basis and may be awarded a rank directly at the discretion of the management.

Aircraft types available depend on the subsidiary a pilot is flying for. A detailed description of each subsidiary of Olympic Air Virtual Group follows in the next chapters.

7. Olympic Airways

7.1. Purpose

Olympic Airways is the main and oldest subsidiary of OAV. It is handling all domestic and international flights, simulating the real schedule of the real Olympic Air. Olympic Airways is present for more than 15 years, since OAV commenced its operations on 1995. Beside the scheduled flights this subsidiary also handles the codeshare flights of the real Olympic Air.

7.2. Requirements

All new pilots start their virtual careers flying for this subsidiary. They must fly at least 12 flight for every 6 month period otherwise their account is suspended. After logging 100 flying hours pilots are eligible to be promoted to the rank of Captain and they may request to be transferred to any of the subsidiaries utilizing the financial model of a real airline. They have to pass a multiple choice test and a simple checkride that is organized by the Training Department. If successful, they may select among Olympic Airlines, Olympic Cargo and/or Olympic Charter.

7.3. Operating Procedures

Pilots select any of the available flights from the schedule and fly it using any suitable aircraft according to their rank.

7.4. Submitting PIREP

Submitting a PIREP (Pilot Report) is a simple procedure that can be accomplished either automatically by using OAV ACARS or manually in case there is any problem with the first method.

In the first case OAV ACARS is available from the relevant menu in the Dispatch Office and all procedures are described in the user manual available from the same menu. Any problems can be reported in the dedicated section of the forum: OAV ACARS Support.

In the second case, the pilot flies the flight plan provided to him by the dispatch office and after landing and leaving the aircraft he completes the relevant form in the Dispatch Office. More specifically the following data are required for the successful submission of a PIREP:

- Passengers: the number of passengers on your flight.
- Cargo: the cargo transported in kilograms (kg).
- Airplane: the type of aircraft used for the flight.
- Registration: the registration of the aircraft used (optional).
- Date: The date of the flight. If the flight begins in the evening of a specific day and completes the following day, enter the date the flight started. For the change of date we use Zulu or GMT time and not the Local Time (LT). In Greece during the summer season the Zulu time is LT-3 hours, while during the winter it becomes LT-2 hours. For the rest of the world you can find the same information by searching the internet.
- Block Out: the time you released parking brakes at the gate/parking of the departure airport. The time should be entered as Zulu or GMT and not Local Time (LT).
- Block In: the time the aircraft stopped at the Gate/Parking of the arrival airport with parking brake on. Again you should enter Zulu time and not LT.
- Fuel Used: the fuel used in kilograms ([fuel quantity at Block Out]-[fuel quantity at Block In]).
- Remarks: any remarks/incidents relevant to the flight.

The above procedure is described in detail in the forum's F.A.Q. section and more specifically in the topic [How to book a flight in the dispatch office](#).

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8. Olympic Aeroclub

8.1. Purpose

The initiative behind the creation of Olympic Aeroclub stemmed from the need to provide a subsidiary for pilots where they could enjoy the more adventurous and fun aspects of aviation by executing non-commercial route flights, while trying to keep the requirements to a minimum. Olympic Aeroclub simulates the environment of an aeroclub and/or small aero services company.

As a pilot of Olympic Aeroclub you may fly from anywhere to anywhere as long as you use one of the aircraft that the subsidiary has in its fleet. Furthermore, you may execute a flight according to whatever rules you decide upon, from IFR to VFR (SVFR, DVFR). In short, you plan and execute your flight as you would if you were a member/aviator of a real world aeroclub.

Olympic Aeroclub gives new pilots the opportunity to practice their aviation skills and to train without having to worry about handling large and complicated aircraft. As for experienced pilots, they can have fun by flying a relaxing flight around spectacular sites.

Olympic Aeroclub maximizes the challenges of aeroclub flights by adding special flights – missions that range from VIP flights to aerial work - for the pilots to fly and last but not least, a small-scale financial model that reflects operating expenses adds to the realism.

8.2. Requirements

Any pilot can join Olympic Aeroclub, provided he enjoys flying low and enjoys small aircraft.

8.3. Operating Procedures

Pilots select any of the available flights from the schedule and fly it using any suitable aircraft. It is possible to arrange a custom flight. To do so the pilot must contact the Olympic Aeroclub Operations Manager and submit his/her proposal for approval.

8.4. Submitting PIREP

Submitting a PIREP (Pilot Report) is a simple procedure that can be accomplished either automatically by using OAV ACARS or manually in case there is any problem with the first method.

In the first case OAV ACARS is available from the relevant menu in the Dispatch Office and all procedures are described in the user manual available from the same menu. Any problems can be reported in the dedicated section of the forum: OAV ACARS Support.

In the second case, the pilot flies the flight plan provided to him by the dispatch office and after landing and leaving the aircraft he completes the relevant form in the Dispatch Office. More specifically the following data are required for the successful submission of a PIREP:

- Passengers: the number of passengers on your flight.
- Cargo: the cargo transported in kilograms (kg).
- Airplane: the type of aircraft used for the flight.
- Registration: the registration of the aircraft used (optional).
- Date: The date of the flight. If the flight begins in the evening of a specific day and completes the following day, enter the date the flight started. For the change of date we use Zulu or GMT time and not the Local Time (LT). In Greece during the summer season the Zulu time is LT-3 hours, while during the winter it becomes LT-2 hours. For the rest of the world you can find the same information by searching the internet.
- Block Out: the time you released parking brakes at the gate/parking of the departure airport. The time should be entered as Zulu or GMT and not Local Time (LT).

- Block In: the time the aircraft stopped at the Gate/Parking of the arrival airport with parking brake on. Again you should enter Zulu time and not LT.
- Fuel Used: the fuel used in kilograms ([fuel quantity at Block Out]-[fuel quantity at Block In]).
- Remarks: any remarks/incidents relevant to the flight.

The above procedure is described in detail in the forum's F.A.Q. section and more specifically in the topic [How to book a flight in the dispatch office](#).

9. Olympic Airlines

9.1. Purpose

With the intent of further expanding the success of Olympic Airways we introduced on Thursday, April 19, 2007, Olympic Airlines, a subsidiary company of the Olympic Air Virtual group. The goal of Olympic Airlines is to improve the quality of fun and the support it offers to its pilots with all the additions which were implemented throughout the rest of the group. This will help us bring our VA closer to “as real as it gets” without forgetting the even more important fun factor!

Olympic Airlines uses the same financial model used by OAV's Olympic Cargo, Olympic Charter and Olympic Supersonic. This financial model was successfully launched by Olympic Cargo, the first time ever by a Greek virtual airline and it gives the pilot the chance to be part of the airline's progress through his/her activity. Some of the features of this model are described below:

- Aircraft Registration System (Actual aircraft registrations according to the actual fleet of the airline and simulation of actual aircraft purchases or leases).
- Flight Booking (Booking a specific aircraft according to registration for the purpose of flying).
- Position Report (The aircraft is released at the airport at which the last pilot landed).
- Pilot Salary (Pilots get paid on a monthly basis and also according to their activity).
- Payload Calculation (Ticket income depending on the load factor of the flight, ticket costs depending on the distance flown and demand according to the route).
- Flight Expenses (Direct and indirect operating costs of a flight such as fuel, aircraft cleaning, landing taxes, etc.).
- Automated PIREP system (Automatic sending of PIREPs through [FSPassenger](#))

9.2. Requirements

For a pilot to be transferred to this subsidiary the following requirements must be met:

- Have 100 logbook hours in Olympic Airways.
- Be promoted to the rank of Captain after completing successfully a multiple choice test.
- Be deemed competent by the Training Department after a checkride.

Pilots flying for Olympic Airlines must submit at least 8 PIREPs for every two month period, otherwise they are suspended.

9.3. Operating Procedures

The primary difference with all previous subsidiaries is that the available aircraft are specific with unique registration numbers and are positioned to specific airports, according to the flights flown. Therefore if a pilot books an aircraft for an Athens to Thessaloniki flight, after the completion of the flight the aircraft originating from Athens airport will now be situated in Thessaloniki airport until it is booked again. Pilots select an aircraft and then all the available flights from the airport it is currently parked appear.

9.4. Submitting PIREP

To submit a PIREP to Olympic Airlines you must use OAV ACARS and the client of [FSAirlines](#). Therefore you book the flight in the dispatch office of OAV and then you book the same flight in FSAirlines.

In the F.A.Q. section of the forum and more specifically in the topic [Introduction to the financial model of the dispatch office](#) all the functions of the dispatch office and the procedure to book a flight are described in detail.

10. Olympic Cargo

10.1. Purpose

Cargo flights maintain a long tradition in the history of aviation. The purpose of the first civil aviation flights was to carry cargo and mail, long before passenger flights. Cargo pilots enjoy the privilege of the unconditional freedom that aviation offers and a special relationship with the aircraft he flies without having to worry about passenger needs. It is the same relationship that will drive them to their limits, should it become necessary by the moment. The cargo pilot will deliver his cargo, even under the most difficult occurrences. Cargo pilots are often called "red eyes" as cargo flights take place during the night most of the times.

Olympic Cargo as a subsidiary of Olympic Air Virtual Group was inaugurated on March 2006 by a small group of friends that loved to fly cargo worldwide. Their main goal is to maintain a high level of professionalism, without neglecting the need for having fun.

Olympic Cargo today maintains a long roster of active pilots and a fleet of cargo planes ranging from the Beechcraft 1900C to the Boeing B747-400LRF, covering airports as small as the ones situated at the Greek islands and as big as busiest international cargo hubs.

10.2. Requirements

For a pilot to be transferred to this subsidiary the following requirements must be met:

- Have 100 logbook hours in Olympic Airways.
- Be promoted to the rank of Captain after completing successfully a multiple choice test.
- Be deemed competent by the Training Department after a checkride.

Pilots flying for Olympic Airlines must submit at least 8 PIREPs for every two month period, otherwise they are suspended.

10.3. Operating Procedures

As with all subsidiaries modeling the finances of a real airline the available aircraft are specific with unique registration numbers and are positioned to specific airports, according to the flights flown. Therefore if a pilot books an aircraft for an Athens to Thessaloniki flight, after the completion of the flight the aircraft originating from Athens airport will now be situated in Thessaloniki airport until it is booked again. Pilots select an aircraft and then all the available flights from the airport it is currently parked appear.

10.4. Submitting PIREP

To submit a PIREP to Olympic Airlines you must use OAV ACARS and the client of [FSAirlines](#). Therefore you book the flight in the dispatch office of OAV and then you book the same flight in FSAirlines.

In the F.A.Q. section of the forum and more specifically in the topic [Introduction to the financial model of the dispatch office](#) all the functions of the dispatch office and the procedure to book a flight are described in detail.

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11. Olympic Charter

11.1. Purpose

Olympic Charter was inaugurated to serve passenger flights to/from international destination with increased tourist traffic, according to the season. It is simulating the financial model of real airline (ticket income, aircraft maintenance, pilot salaries, airport expenses, catering, fuel, etc.).

All aircraft have unique registrations and are occupied by the pilots until they complete their flight and send their PIREP. Each aircraft is situated in a specific airport and the pilot must fly it from there to any available destination as per the schedule. Once the PIREP is sent, the aircraft moves to the destination airport awaiting its next flight/booking.

11.2. Requirements

For a pilot to be transferred to this subsidiary the following requirements must be met:

- Have 100 logbook hours in Olympic Airways.
- Be promoted to the rank of Captain after completing successfully a multiple choice test.
- Be deemed competent by the Training Department after a checkride.

Pilots flying for Olympic Airlines must submit at least 8 PIREPs for every two month period, otherwise they are suspended.

11.3. Operating Procedures

As with all subsidiaries modeling the finances of a real airline the available aircraft are specific with unique registration numbers and are positioned to specific airports, according to the flights flown. Therefore if a pilot books an aircraft for an Athens to Thessaloniki flight, after the completion of the flight the aircraft originating from Athens airport will now be situated in Thessaloniki airport until it is booked again. Pilots select an aircraft and then all the available flights from the airport it is currently parked appear.

11.4. Submitting PIREP

To submit a PIREP to Olympic Airlines you must use OAV ACARS and the client of [FSAirlines](#). Therefore you book the flight in the dispatch office of OAV and then you book the same flight in FSAirlines.

In the F.A.Q. section of the forum and more specifically in the topic [Introduction to the financial model of the dispatch office](#) all the functions of the dispatch office and the procedure to book a flight are described in detail.

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12. Olympic Supersonic

12.1. Purpose

Olympic Supersonic began its operations on March 27, 2012 in order to conduct supersonic flights with Concorde aircraft. Due to the special nature of this aircraft and supersonic flights in general, it was not possible to include them in any of the existing subsidiaries of the Group and therefore a new company was inaugurated. It is the fourth subsidiary of OAV to simulate the financial model of a real airline and flies all over the world.

12.2. Requirements

To start flying for Olympic Supersonic a pilot must have the rank of Commercial Captain and own either the Concorde of [FSLabs](#) if he/she uses FSX or the Concorde of [SSTSim](#) if he/she uses FS9.

12.3. Operating Procedures

As with all subsidiaries modeling the finances of a real airline the available aircraft are specific with unique registration numbers and are positioned to specific airports, according to the flights flown. Therefore if a pilot books an aircraft for an Athens to Thessaloniki flight, after the completion of the flight the aircraft originating from Athens airport will now be situated in Thessaloniki airport until it is booked again. Pilots select an aircraft and then all the available flights from the airport it is currently parked appear.

12.4. Submitting PIREP

To submit a PIREP to Olympic Airlines you must use OAV ACARS and the client of [FSAirlines](#). Therefore you book the flight in the dispatch office of OAV and then you book the same flight in FSAirlines.

In the F.A.Q. section of the forum and more specifically in the topic [Introduction to the financial model of the dispatch office](#) all the functions of the dispatch office and the procedure to book a flight are described in detail.

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13. General Procedures

- 13.1. All flights are flown online in the networks of VATSIM and/or IVAO in real time (time acceleration is prohibited).
- 13.2. The members of our virtual airline that fly in these networks should behave with respect and understanding towards their virtual colleagues that share the virtual skies with them.
- 13.3. You must always file a flight plan, whether you fly IFR (Instrument Flight Rules), or VFR (Visual Flight Rules). The flight plan is provided in the dispatch office when you book a flight. You may only fly schedules available from the dispatch office of OAV. While Olympic Airways and Airlines are limited to the real schedules of their real counterpart, the rest of the subsidiaries provide a variety of flight plans covering the whole globe. If you feel a flight is missing and want it included in the schedule of these subsidiaries you may contact the respective Operations Manager and request the addition of this flight plan. It is up to the Operations Manager to satisfy or deny the request.
- 13.4. You must be capable to follow the flight plan you have filed including the Standard Instrument Departures (SID) and Standard Arrival Procedures (STAR) of each airport. In order to satisfy this requirement, you must have the charts of each airport. There are various sources to obtain these charts, freeware and payware. Usually most countries publish their charts online (free) and the best resource to get this information is the VATSIM or IVAO division of each country. Alternatively you may find chart subscriptions specific to flight simmers for a fee. If unsure, ask your virtual colleagues in the forum or TeamSpeak. In any case you are not obliged to pay for charts and if you do not manage to find anything for free you should specify it in the remarks of your submitted flight plan (indicate “no charts”) so that the ATC is aware of your situation.
- 13.5. You must be adequately familiar with the aircraft you fly.
- 13.6. The ICAO callsign of Olympic Air Virtual is **OAL**. After your registration you are provided with your personal callsign (e.g. OAL109) which you should utilize when flying online.
- 13.7. In the remarks of the flight plan you submit in either VATSIM or IVAO you should mention:

- IVAO:
OPR/Olympic Air Virtual
- VATSIM:
/X/ OPR/Olympic Air Virtual www.oav.gr

any other relevant info for your flight (e.g. SELCAL, NAT, etc.)

- 13.8. where:
 - 13.8.1. you should replace “X” with:
 - 13.8.1.1. *T*: if you only use written text to communicate with ATC.
 - 13.8.1.2. *V*: if you use voice to communicate with the ATC.
 - 13.8.1.3. *R*: if you can receive voice but use text to reply (e.g. if you do not have a microphone available).
 - 13.8.2. The “*OPR/Olympic Air Virtual www.oav.gr*” should always be present in your remarks.
 - 13.8.3. After the above remarks, anything else considered relevant to your flight should be added in order to be communicated to the ATC that will handle you (e.g. SELCAL, NAT track, TMI number, etc.). **New pilots should always add the remark “new pilot”**. This way special care is taken of them by the ATC and the other virtual pilots. Do not forget, nobody began his/her virtual career knowing everything and there are always people willing to help you and resources available online (manuals, etc.).
- 13.9. The preferred method of communication with the ATC is voice. It is a common phenomenon for new pilots to avoid using voice and prefer text, being afraid that they will not understand the instructions given to them. You are encouraged to use voice. In case you do not understand something, ask the ATC to

- repeat it and if you still don't understand, request it by text. Even the more experienced virtual pilots might find themselves in a situation where they have to request an instruction by text. There is no reason to be ashamed or worried. Voice enhances the realism we seek.
- 13.10. In case there is no online ATC in VATSIM or IVAO, tune to UNICOM frequency 122.80, where - when there are other pilots in the vicinity - you must always declare your intentions through text and monitor the transmissions of others. Voice is prohibited in UNICOM. If no other aircraft is situated in your vicinity, there is no need for any report in UNICOM.
 - 13.11. Alternate airports. Each time you fly a specific flight plan, you must file a suitable alternate airport relatively close to the destination airport (usually approximately 100nm). In case you cannot land to your destination airport for any reason, you should divert to your alternate.
 - 13.12. Fuel. For every flight the virtual pilot must calculate the fuel needed taking into account:
 - 13.12.1. The quantity needed for the flight from origin to destination.
 - 13.12.2. Potential delays due to traffic on ground or in the air.
 - 13.12.3. The additional quantity needed for the trip from the destination airport to the alternate airport of choice.
 - 13.12.4. Fuel for 30' hold at the destination airport.
 - 13.12.5. 5% of the sum of the above quantities as extra fuel for contingencies.
 - 13.13. Never connect to the network while positioned on a runway.**
 - 13.14. Always disable crash detection in FS. Although it might seem unrealistic, imagine having just landed to Athens from New York and while at the gate another pilot to connect to your position and crash you before you manage to submit your PIREP.
 - 13.15. Never move your aircraft without getting permission from ATC (if online).
 - 13.16. Always book aircraft **ONLY** from the hubs of each subsidiary. You can find the hubs of each company through our webpage. In case an aircraft is abandoned to a destination for more than 10 days, you may book it and return it to a hub yourself.

Appendix A:

(TBA)



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