

ANNEX B

TRANSFER EVOLUTIONS

Transfers

1. Transfer Methods. Helicopter transfer is defined as the setting down or picking up of personnel or light stores by helicopter using either:

- a. **Helicopter Winch Transfer.** Personnel and light stores may be transferred using the helicopter winch as follows:
 - (1) **Winch Transfer.** This method involves the helicopter hovering directly over the deck of the vessel.
 - (2) **Hi-line Winch Transfer.** The Hi-line Winch Transfer method:
 - (a) Involves the majority of the winching evolution being conducted with the aircraft clear of the vessel/obstructions.
 - (b) Requires personnel being on the deck to assist in the recovery of the wireman or stop.
 - (c) Provides an additional measure of safety and control when conventional deck winching methods are considered too hazardous.
 - (d) Should be considered in conditions such as:
 - i. the winching area is confined or obstructed, and there is a risk of the wireman/passenger striking or snagging any obstructions;
 - ii. the vessel is too small, or the winching area is located in a position that does not allow the pilot to maintain visual contact with the vessel while hovering;
 - iii. the vessel/submarine movement is assessed as hazardous to the aircraft due to sea state and/or winds; and
 - iv. when normal winching areas are unusable for any reason such as weather conditions or damage to the vessel; and
 - (e) Is mandatory when winching to the fin of a submarine.
- b. **Handline Transfer.** Light Stores may be transferred by using a light handline with a message bag or luggage strap attached.

2. Application of Transfer Methods. Personnel and light stores may be transferred using the following:

- a. **Personnel Transfer.** Personnel may be transferred using either of the [helicopter winch transfer](#) methods described above.
- b. **Light Stores Transfer.** Light stores may be transferred using either of the [Helicopter Winch Transfer](#) method or [Handline Transfer](#) methods described above.

WARNING**Rescue strops are not to be detached from the winch-hook.****WARNING****Rescue strops are not to be opened.****Personnel**

3. **Specific Duties and Responsibilities.** Specific duties and responsibilities are as follows:

a. **Transfer Party for Winch and Handline Transfers.** The number of personnel under the winching point is to be kept to a minimum. The Transfer party may vary in composition depending on the size and number of personnel to be winched however, it normally consists of two FDT trained personnel, with additional FDT trained personnel required as flight deck escorts for multiple passengers, as indicated below

(1) **Earthing Number.** Responsible for:

- (a) safety of the loading number,
- (b) earthing the aircraft winch, and
- (c) controlling any excess cable.

(2) **Loading Number.** Responsible for:

- (a) safety of the earthing number;
- (b) fitting to, or removing the strop from the passenger; and
- (c) controlling the strop and steadying the passenger when they are being winched up or down.

NOTE

Both the earthing number and the loading number are to maintain frequent eye contact with the FD supervisor and aircrewman.

(3) **Flight Deck Escorts (FDE).** FDT trained personnel assigned to:

- (a) be responsible for escorting passengers in and out of the transfer position under the direction of the FDO/FDM/HD, and
- (b) maintain positive, physical control of the passengers while on the flight deck at all times until handed over to the loading number.

- b. **Transfer Party for Hi-line Transfers.** To conduct a hi-line transfer:
- (1) **RAN and Contracted Vessels.** FDT trained personnel required are as follows:
 - (a) The [transfer party for winch and handline transfers](#) as detailed above, plus:
 - (b) line handlers, responsible for handling the hi-line.
 - (2) **Other Vessels.** In emergency situations hi-line transfers may be conducted to other vessels. Instructions are to be provided to the vessel. If conditions allow, it is preferable to lower a wireman to the vessel to control the evolution.

Static Electricity

4. **Static Electricity Earthing Requirements.** Due to the build-up of [static electricity](#) (see [Chapter 4](#)) the following earthing requirements apply to prevent injury to the passengers being transferred and the deck handling team:

- a. **Winch and Handline Passenger Transfers.**
- (1) **Passengers Transferred to the Deck.** When passengers are being transferred to the deck, the earthing number, using the earthing pole, is to:
 - (a) contact the winch wire above the passenger to prevent earthing through the passenger, and
 - (b) maintain contact with the winch wire until the passenger is on the deck.

WARNING

When earthing the helicopter stop it is essential that the passenger is not touched with the earthing pole.

- (2) **Winch or Handline Being Lowered Without Passenger.** When a winch or handline is being lowered to the deck the earthing number is to earth the line before taking hold of it.
 - (3) **Dangerous Air Cargo (DAC).** DAC being lowered by winch or handline are to be earthed above the load prior to deck contact IAW *NAP 7279.001-3M*.
 - (4) **Electronically Fragile Loads.** Loads that may be electronically fragile such as such as laptop computers that are being lowered by winch or handline should be handled in the same manner as a DAC.
- b. **Hi-Line Transfers.** The hi-line used for the conduct of hi-line transfers should be earthed prior to deck contact.

Passengers

5. **Passenger Briefings and Manifest.** Passengers are to be:
- a. **Briefed.** Briefed IAW [Chapter 7](#) before entering the transfer area.
 - b. **Manifested.** Manifested IAW [Chapter 7](#) before entering the transfer area.
 - c. **Escorted.** Escorted to and from the transfer point by a FD escort.
 - d. **Steadied.** Steadied by the loading number on and off the deck.

Light Cargo

6. Handling Light Cargo. Cargo must be securely stowed in a secure package, bags or boxes that can be secured to the winch via a Luggage Strap or placed in the message bag on the rescue winch.

- a. **Supplying the Message Bag.** The aircraft will supply the message bag and it is **NOT** to be removed from the winch hook.
- b. **Small or Loose Items.** Small items of cargo and loose articles are to be packed in a sealed plastic bag and placed in the message bag.
- c. **Larger Items.** Larger items and baggage can be attached directly to the winch hook using a Luggage Strap. However:
 - (1) **Lashing Items Together.** Bulky items are not to be lashed together but will be winched separately if they do not fit into the message bag.
 - (2) **Heavy or Bulky Loads.** Heavy or bulky loads are not suitable for transfers.
- d. **Total Weight of Stores.** The pilot should be advised of the total weight of heavier stores before winching commences.
- e. **Sharp Objects.** Sharp objects are to be suitably packed (bubble plastic) to avoid damage to the message bag.

7. Rigging the Baggage with the Luggage Strap. When rigging a load with the Luggage Strap the weight of the item is used to provide its own security within the strap, adhering to the following procedure:

- a. The snap hook is passed under the load (and through any handles) and then connected to the running harness ring.
- b. The fixed harness ring is attached to the winch hook.

Transfer Procedures

8. Winch and Handline Transfer Procedure. [Appendix 1](#) details the procedure for a winch and handline transfer.

9. Hi-Line Winch Transfer Procedure. [Appendix 2](#) details the procedure for a hi-line winch transfer.

Appendices:

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2. [Hi-Line Winch Transfer Procedure](#)

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