



PIREP MANUAL

PIREP – Pilot Report, is a report which a pilot sends to inform us of the flight flown by him/her. All PIREPs should be filed after the flight is completed.

In this manual, the following has been described –

1. Filing a PIREP
2. Modifications
3. Rejections

1. Filing a PIREP

1. On the Bourne Aviation website, go to the [login page](#).
2. Use your assigned pilot number and password to access the pilot's area.
3. Click on the "[File a PIREP](#)" option.

Once you are directed to the form, you can see the following fields.

1. Pilot ID
2. Date
3. Virtual Airline
4. Flight Number
5. Flight Rules
6. Departure ICAO
7. Arrival ICAO
8. Aircraft
9. Nautical Miles
10. Departure Time
11. Arrival Time
12. Duration
13. Comments

Each field is discussed below in detail. Before we talk about that, let me be very clear that every flight flown at Bourne Aviation has to exist as a scheduled flight in the real world.



1. Pilot ID
It represents the Pilot ID of the pilot who is filing the PIREP.
2. Date of flight flown
It is **not** the date on which you flew the flight but the date which was set in the simulator while simulating the flight.
3. Virtual Airline
From the dropdown menu, you have to select the Virtual Airline for which you have flown the flight.
4. Flight Number
In this field, type in the flight number of the flight you operated. Use the IATA code of the airline before the flight number.
Example – QR76 Correct
 QTR76 Wrong
 76 Wrong
5. Flight Rules
Select VFR only for operations of Charter Section. Rest all are IFR.
6. Departure ICAO
This has to be the ICAO code of the aerodrome from which you depart.
Example – OTBD Correct
 DOH Wrong
7. Arrival ICAO
This also has to be the ICAO code of the aerodrome at which you arrive.
8. Aircraft
Select the exact aircraft from the drop down list which was used by you to simulate the flight.
9. Nautical Miles
Field for the least distance in nautical miles between the two aerodromes.
10. Departure Time
The local time (of the airport from which you depart) at which you **leave the gate**. You are not allowed to leave the gate before or after 15 minutes of the scheduled time.
11. Arrival Time
The local time (of the airport at which you arrive) at which you **reach the gate**. You are not allowed to arrive at the gate before or after 30 minutes of the scheduled time.
12. Duration
This is the duration of the flight from gate to gate. This should not exceed a difference of 45 minutes from the scheduled duration.
13. Comments
If you have any comments to make about the flight, you may use this field. You can also use this field to give a link to the URL from where you got the details of that particular flight.



2. Modifications

Modifications will be made to PIREPs by the PIREP Manager to correct minor errors. The pilot will be informed of the modifications made to his PIREP. The following are the possible modifications which might be required.

- The format of the date
- The virtual airline (if it does not match the reported flight number)
- The flight number (ICAO to IATA)
- The code of the aerodromes (IATA to ICAO)
- The aircraft variation
- The distance
- Duration of the flight (Minor Change)

3. Rejection

When a PIREP contains major errors, it will be rejected. The possible major errors are –

- The flight number does not exist in the real world schedules
- The departure/arrival time difference exceeds the allowed limit
- The flight is not operated in the real world on the reported date
- The aircraft used does not match the real world scheduled equipment
- The flight is not operated in the real world between the reported aerodromes
- The duration of the flight does not match the real schedule by less than 45 minutes difference.

If there is any other reason for the modification or rejection, it will be mentioned in the PIREP status notice sent to you by the PIREP manager.

All IFR flights reported at Bourne Aviation are cross checked with information present at <http://www.flightstats.com/>

If anything in this manual is not clear to you, please feel free to contact the PIREP Manager or post your doubt on [Bourne Aviation Boards](#).

Happy Landings!

The Management
Bourne Aviation

