By-laws

Holdfast Model Aero Club By-laws

(rules, regulations and protocols) are authorised by the Committee
and approved by a General Meeting of Members of the Club
in accordance with the Club's Constitution.

Last Revision: December 2nd, 2022

Holdfast Model Aero Club Inc.

By-laws

SECTION 1 FLYING AND FLYING FIELD PROCEDURES

FLYING

1 General Safety

Holdfast Model Aero Club (HMAC) has a duty of care to ensure that the flying of model aircraft is undertaken in a safe manner. This duty of care extends not only to Club Members but also to visitors to the site as well as other people and property (including motor vehicles) in proximity to the field.

Fire Safety

There is a potential for fires to be started by crashed model aircraft. Members should take extreme care at all times and especially during the fire danger season. On days of Extreme Fire Danger the O'Halloran Hill Recreation Park including the HMAC field may be closed. Access to the field is prohibited when the "Field Closed" sign is displayed on the gate.

2 Defining Regulations and Procedures

HMAC authorises the operation of model aircraft at its flying field located on the corner of Majors Road and Lonsdale Road, Trott Park in accordance with the following rules, regulations and protocols;

2.1 *Civil Aviation Safety Regulations (CASR) 1998 Subpart 101.G Model Aircraft.* This regulation is administered by the Civil Aviation Safety Authority (CASA).

2.2 *Model Aeronautical Association of Australia Manual of Procedures* (MAAA MOP). This manual is administered by the Model Aeronautical Association of Australia (MAAA).

3 Basic Rules

Flying of radio controlled models within Australia is required to comply with the regulations including that the model is:

3.1 Not flown in a way that creates a hazard to a full size aircraft, another person, or property.

3.2 Flown with visibility that allows it to be continuously kept in sight.

3.3 Not flown at a height greater than 400 feet above ground level.

3.4 Not flown at night except in accordance with MAAA MOP.

3.5 Not flown closer than 30 metres to people not involved in the operation of model aircraft.

4 MAAA MOP

4.1 The MAAA MOP can be found at http://www.maaa.asn.au/

4.2 The MOP is a 'living document' and while the MAAA sends notification of changes to the various state associations, Club Members are advised to check the MAAA website for current procedures. Changes to the manual are advised to all Members via the MASA Newsletter.

4.3 The MOP covers a vast amount of information relevant to the flying of model aeroplanes of all types. References to various sections of the MOP are included in these By-laws.

5 General Operations

5.1 The following persons are permitted to fly at HMAC:

5.1.1 Financial HMAC Members. Club fees (along with affiliation fees for MASA and MAAA) are due on 1 July annually. If fees have not been paid by 1 July then the Member is 'Non-Financial' and is not permitted to fly. (MOP042).

5.1.2 Visiting Members from other Australian Clubs. Any visitor who holds a current MAAA card can visit and fly at the HMAC field. Visitors must sign the Visitors' Book and the entries must be countersigned by a HMAC Member. Visitors must comply with Club Rules. Visits are normally limited to four times in each calendar year unless the MAAA members are specifically invited to the Field by the Club. The requirement to sign the Visitors' Book is waived when an invitation is extended to MAAA members for a specific flying function. (MOP042)

5.1.3 Visiting Flyers from Overseas Clubs. These visitors may be permitted to fly if they sign the Visitors' book and the entry is counter-signed by a HMAC Member. The overseas visitor must demonstrate his flying ability to an Instructor or Committee Member. Radio equipment must meet the requirements of the MAAA MOP (various). These visits are limited to four times in each calendar year. (MOP042)

5.1.4 Prospective New Members. A prospective new Member may fly under the guidance of an MAAA Instructor or approved Club Instructor. Instruction may be carried out using Club supplied equipment under the Low Cost Integrated Flight Training (LIFT) program. The participant must complete a Membership application form which shall be filed in the LIFT folder. The number of trial flight visits is limited to four (4). The trial flight period terminates two months from the date of the Membership Application, after which the Prospective Member must pay the applicable fees and become a Club Member (MOP042). Flying training may subsequently continue under the guidance of an Instructor using Club owned equipment. After attaining Solo Standard the Member must supply his/her own equipment.

5.2 The following persons are not permitted to fly at HMAC:

5.2.1 Anyone who does not meet the above requirements.

5.2.2 Any person prohibited or restricted by a directive of the HMAC Committee. The Committee reserves the right to reject any proposal for new Membership or any renewal of existing Membership in accordance with the Club's Constitution.

6 Flying Standards

6.1 The Club promotes the highest standards of safety for the operation of model aircraft. The MAAA Safe Flying Code must be followed at all times. (MOP056)

6.2 The Club follows the syllabus of the MAAA Instructor Handbook for the Award of Solo Standard and complies with the MAAA Guidelines for the Award of Wings (MOP027).

6.3 Members must have achieved Solo Standard as assessed by two MAAA Accredited Instructors or approved Club Instructors in accordance with the HMAC Logbook before flying without an Instructor. This rule applies equally to Fixed Wing and Rotary Wing operations. At the discretion of the assessing Instructors, specific limitations may be attached to the Solo accreditation for a given model, such as the need for built-in stabilisation, Geo-fencing, Return to Home, etc.

6.4 Members of Solo Standard are only permitted to fly those models authorised in their Club Logbook. When progressing onto other models, Solo Standard Members must fly with an Instructor to prove their abilities with the new model, and have this model endorsed in their Club Logbook. It is recommended that a Solo Standard pilot should practice for several months to gain experience before taking the Bronze or Silver Wings Test.

6.5 On obtaining Bronze or Silver Wings standard there is no restriction on models flown, except for normal MAAA weight restrictions for the particular Wings award. Members with low experience are advised to seek assistance with test flights. It is recommended that a Bronze or Silver Wings pilot should gain experience over twelve months before taking the Gold Wings test.

6.6 It is recommended that the Gold Wings standard should be held for at least 12 months before taking the MAAA Instructor Course.

6.7 The Committee may authorise certain Gold Wings holders to act as "Club Instructors" under the supervision of an MAAA Accredited Instructor pending the availability of an Instructor Training Course.

6.8 Models requiring a Heavy Model Permit to Fly must only be flown by persons holding MAAA Gold Wings.

6.9 If a member has a disability that requires the presence of an assistant to perform setup, pre-flight checks and carry the model to and from the flight line, the member must be accompanied by the assistant when flying the model. The assistant must be appropriately registered with the Club to perform these duties by completing the relevant forms.

7 Flying Training

7.1 Flying Training is conducted on Sunday mornings from 10.00 AM until 12.30 PM with rostered Instructors in attendance. General Flying is not permitted on Sunday morning. Flying training may also be conducted at any time within normal hours of operation provided that General Flying is not restricted by the training operation. Instructors must be MAAA Instructors or approved Club Instructors.

7.2 Student pilots shall keep a record of their progress, including authorisation for various stages of flying in the HMAC Logbook.

7.3 The use of a buddy box for initial flights and for landing practice is encouraged. When using a buddy box the crystal should be removed from the slave transmitter (if applicable). Instructors who are not familiar with buddy box operation should seek advice from other Instructors.

8 Frequency Control

8.1 The Club operates in accordance with MAAA policy on the frequencies approved for model aircraft in the 27 MHz, 29 MHz, 36 MHz, 40 MHz and 2.4 GHz bands. A frequency control keyboard is in use on the flight line for frequencies other than 2.4 GHz. (MOP047and 048)

8.2 Radios (other than 2.4 GHz radios) must be bandwidth tested and show a sticker with the details from an MAAA approved testing station. Members are responsible for obtaining the compliance sticker at their own expense. Keys of the appropriate bandwidth must be used. Keys must show the Club Member's name and have a hole through which can be seen the frequency of the slot. (MOP013)

8.3 Club members using a 2.4 GHz radio are not required to insert a key in the Frequency Control Keyboard.

8.4 Radio equipment operating on the 2.4 GHz band must be labelled by the manufacturer, indicating that the equipment complies with Australian legislation under the Telecommunications Act (1992). This is indicated by a "C-Tick" (Australia) or a FCC number (USA) or an ETSI Number (Europe). It is the responsibility of any user of radio equipment to ensure that it has the correct range for safe operation of the aircraft and that it does not interfere with other users. This is particularly important when video relay equipment is in use. Refer to MAAA MOP058 for further information.

8.5 If you cause another person's model to crash by switching on without a required frequency key in the board, you may be held responsible for any damage caused to the other model.

9 No Fly Zones

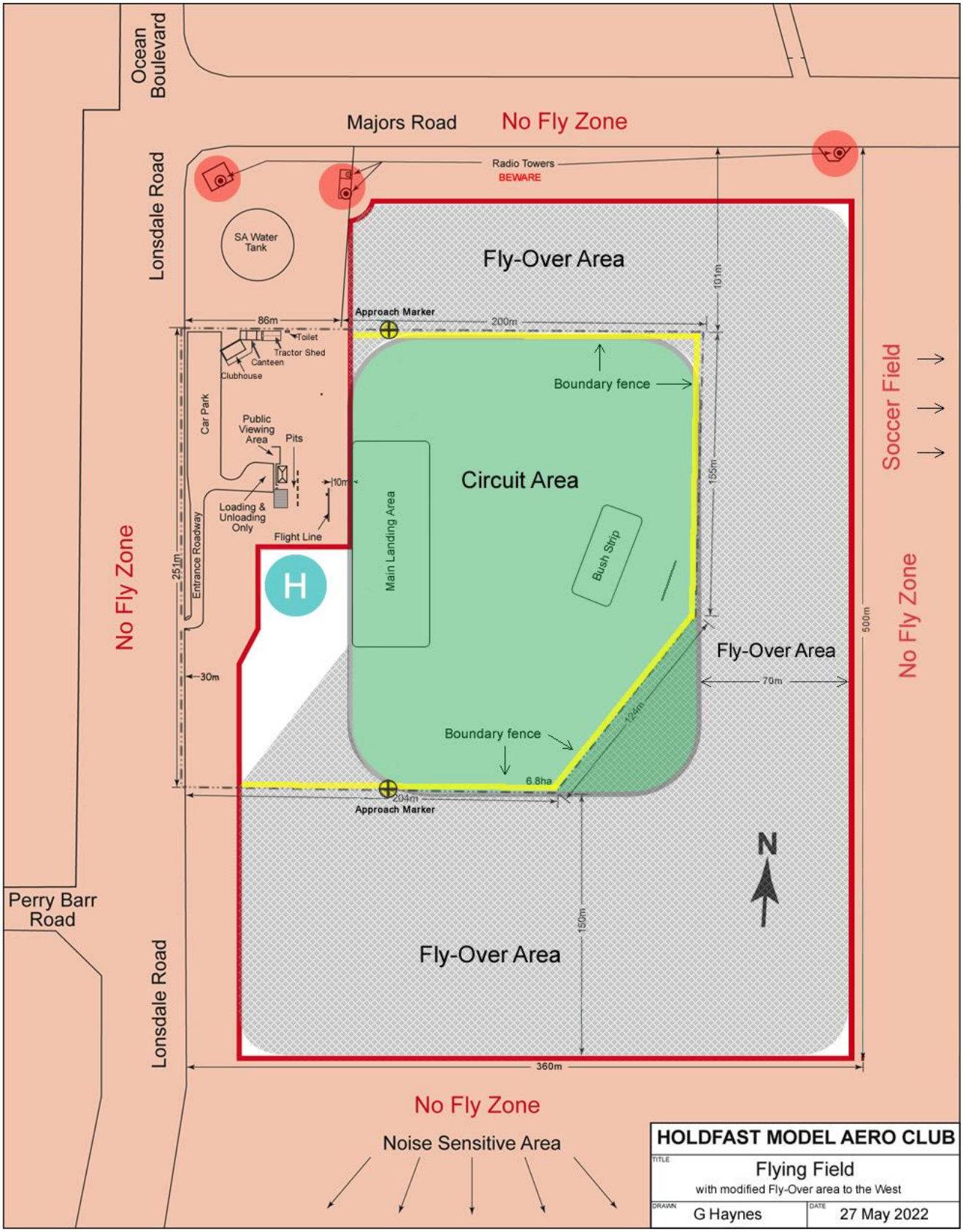
9.1 There are defined No Fly Zones, which have been declared at the field. These are shown on the attached map.

9.2 Great care must be taken to avoid flying over Majors Road and Lonsdale Road.

9.3 Models must not be flown west of a line joining the flight line to the radio masts just east of the water tank at any time. Pilots must be especially vigilant during take-off and landing to avoid this Zone.

9.4 Members must not fly over a noise sensitive area situated approximately 300 metres south of the southern fence. Keeping the model no further south than the visible tree line will avoid this area.

9.5 The radio towers on Majors Road can be easily avoided by keeping your aircraft's flight path close to the boundary fences of the flying field during take-off and landing.


Ocean Boulevard
Majors Road
No Fly Zone
Lonsdale Road
Radio Towers
BEWARE
SA Water Tank
Fly-Over Area
101m
Approach Marker
86m
200m
Toilet
Tractor Shed
Canteen
Clubhouse
Boundary fence
Soccer Field
Car Park
Public Viewing Area
Pits
10m
165m
Circuit Area
Loading & Unloading Only
Flight Line
Main Landing Area
Bush Strip
No Fly Zone
251m
Entrance Roadway
H
500m
Fly-Over Area
30m
70m
124m
Boundary fence
6.8ha
204m
Approach Marker
N
Perry Barr Road
Lonsdale Road
150m
Fly-Over Area
360m
No Fly Zone
Noise Sensitive Area
HOLDFAST MODEL AERO CLUB
TITLE
Flying Field
with modified Fly-Over area to the West
DRAWN
G Haynes
DATE
27 May 2022

10 The Flight Line

10.1 A series of moveable barriers are provided for protection of Members on the flight line and pit area. When operating RC models from the flight line pilots should stand behind designated protective barriers. The barriers are spaced so that transmitter aerials should be more than three (3) metres apart at all times as this minimises the possibility of radio interference on the 36MHz band.

10.2 When it is necessary to walk onto the field to get behind a model for take-off or to retrieve a model, the pilot should check the position of other airborne models and notify intentions by calling out 'ON THE FIELD'. When safe, the pilot may enter the area whilst keeping a watchful eye on other models. The pilot should return to the flight line or to the pits as soon as practicable.

10.3 Models must not be operated close to other pilots on the flight line. Models should not be landed close to the flight line. Take-off, landing or a flypast should never be closer than 10 metres to the flight line. Landings and take-offs shall not be made directly towards the flight line or the pits.

10.4 Taxiing inside the pit area is prohibited. Taxiing behind persons flying at the flight line is discouraged because pilots are concentrating on flying. Models should be kept close to the pits barriers. Models should not be taxied between individual barriers on the flight line or the pits.

10.5 Models must always be restrained when starting the engine. Standard restraints are available in the pit area for all Members to use. When operating a large model it may be necessary to use a larger restraint or have another person securely hold the model. Elevated starting tables with anchor points are available for all models but it is the member's responsibility to ensure that the model cannot be blown off the table. Members should be mindful of others wanting to use the tables.

10.6 Engines / Motors shall not be started under the shelters.

10.7 A green ribbon Safe Tag (as described on the Holdfast Model Aero Club website) which ensures that the battery is not connected to the speed controller must be used to indicate that an electric model is not armed. An electric model not correctly displaying a Safe Tag is considered to be armed. Electric motors shall not be armed under the shelters. No armed electric model is to be left unrestrained or unattended in the pits.

10.8 The following protocols should be observed by all pilots:

10.8.1 Prior to taxying onto the field in order to take-off, and if there are other aircraft flying, the pilot should notify intentions by calling out 'ON THE FIELD' or 'TAKING OFF'.

10.8.2 If an engine fails in flight the pilot should call out 'DEAD STICK' to alert other pilots. On hearing the 'DEAD STICK' call, other pilots should position their aircraft clear of the dead stick aircraft, giving that pilot landing priority.

10.8.3 Before landing a pilot should call out 'LANDING' and include the direction of landing unless it is obvious to all.

10.8.4 A landing aircraft has priority over any departing aircraft.

10.8.5 If there is more than one aircraft flying, pilots shall conform to an agreed circuit pattern (left hand or right hand).

10.8.6 Take-off and landing to the north requires a right hand circuit. Take-off and landing to the south requires a left hand circuit.

10.8.7 Certain wind directions may require operations not aligned with the normal north/south runway. This is permitted provided the model is not pointed directly at the flight line, the pits or the Public Area.

11 Helicopters and other Rotary Wing Aircraft including Multi Rotor systems

11.1 Hovering practice shall be done in an area that is not in conflict with other flying operations. An area generally suitable is immediately south of the southern shelter. Pilots must maintain a 30 m separation from the shelters, Lonsdale Road and spectators.

11.2 In all other aspects of flight, helicopters and other rotary wing aircraft must conform to the pattern in use by fixed wing aircraft if both types of aircraft are operating at the same time. Rotary Wing flights may be made on the flight line by arrangement with other users. As a general rule do not attempt to fly and hover in the same airspace currently in use by fixed wing models. Similarly fixed wing aircraft should not enter the airspace currently used by a multirotor for hovering or aerobatic manoeuvres.

12 First Person View (FPV) and Self Guided Model Aircraft (SGMA)

Any pilot flying aircraft of this type must comply with MAAA MOP066 FPVs and SGMAs.

The basic rule for FPV flying is that the observer must have the knowledge to operate the Remotely Piloted Aircraft (RPA) and is responsible for the safety of its operation. The aircraft must be kept in visual line of sight of the observer at all times independently of any electronic viewing devices.

A specific implementation of SGMA is a Return to Home capability whereby if selected the aircraft will automatically fly back safely to a predetermined location. Pilots must be aware of the Home location in relation to obstacles and safety distances..

13 Noise Policy

13.1 All powered model aircraft are subject to noise limits at HMAC. The noise level as recorded by the Club noise meter must be no greater than 96dBA, measured over a grass surface, at a distance of three metres. Noise readings should be made on a relatively calm day. The sound meter should be held at a height of 300 mm above ground level.

13.2 Internal combustion engines are restricted to operation between the hours of 1000 (10:00 am) and 1900 (7:00 pm) daily. There is no time restriction on the operation of gliders or electric powered models however some ducted fan jets or high speed electrics may be subject to the same restrictions as IC models. Turbine jets including Prop Jets are also subject to the same noise restrictions as IC models.

13.3 Test running of engines shall not be conducted in the pit area in such a manner as to create a nuisance to other Members. A test stand is available next to the Tractor Shed for prolonged engine running.

14 Incidents and Crashes

14.1 All incidents involving damage to property (other than the model itself) or injury to persons shall be reported to a Committee member, and the MAAA forms completed. (MAAA010 and MAAA011)

14.2 Notwithstanding the requirements of Para 14.1, all incidents which result in the crash of a model beyond the boundary fence lines depicted in para 9 shall be notified to a Committee Member as soon as practical. Depending upon the assessment of the incident, the Committee may request completion of either a HMAC Club Incident Report form or an MAAA Incident Report form.

14.3 When you crash an aircraft please remove all of the debris from the field. The Club has only a limited rubbish collection service.

15 General Behaviour

15.1 Members must not fly if they are under the influence of drugs or alcohol. Members must use their own judgement if they are suffering from a medical condition which may affect their ability to fly a model aircraft. (MOP055)

15.2 Members are encouraged to report any incidents involving unsafe flying to the Committee.

15.3 Smoking is not permitted in the shelters, at the flight line or in the Clubrooms.

16 Discipline

16.1 The duty of care required of HMAC can only be exercised by ensuring all persons who fly at the site are competent in the safe operation of their particular model.

16.2 The graduated 'MAAA Wings' system is one method of assessing and recognising the competency of an individual. However, the Club also has an obligation to monitor the ongoing competency of flyers to ensure their standard of flying is maintained at an acceptable and safe level.

16.3 Where an individual does not maintain an acceptable and safe standard, the Club must exercise its duty of care by examining the competency of the flyer and implementing remedial action. Options for remedial action would include, but not be limited to:

16.3.1 Flight test (preferably by the MASA Senior Flight Instructor);

16.3.2 Retraining, followed by a flight test;

16.3.3 Reassessment of achieved Wings standard (possibly downgrading to a lesser rating);

16.3.4 Restriction on the type of model that can be flown (aircraft size, weight and motive power [i.e. engine capacity or electric motor and battery pack]).

16.4 In cases where the individual is no longer deemed to be a safe flyer, and allowing the individual to continue to fly would pose a serious safety risk to Club Members, Club property, visitors and public property, the Club reserves the right to cancel the individual's membership and report the matter to MASA.

FLYING FIELD

17 Public Area

17.1 The Club operates from an area that is well known to the public. Many visitors call in to watch our operations. All Members must be conscious of safety aspects at all times and operate their aircraft accordingly. The Club gains many Members as a direct result of public viewing. Please try to be polite and respond to enquiries when possible. Keep the area clean and tidy.

17.2 A Public Viewing Area with seats is provided. Members of the public are not permitted in the pit areas or under the shelters unless specifically invited by a Club Member. The Club Member is then responsible for keeping the visitors at a safe distance from all aircraft operations in the pits and on the flight line.

18 Car Parking

18.1 There is a designated car park area and it must be used. On busy days Members are encouraged to use the western (Lonsdale Road) side first. This will allow casual visitors to park and view from their vehicles.

18.2 Members may drive their vehicles up to the pits area to unload and load their equipment only. Vehicles must be promptly moved to the normal car park.

19 Security

19.1 Access to the field is via the entrance on Lonsdale Road. The entrance is normally padlocked but the combination can be obtained from any Instructor or Committee Member. Once opened, the padlock must be snapped onto the chain to prevent theft of the lock. The gates must be fully opened and tied back. The last Member to leave the field must ensure that the entrance is locked.

19.2 Access to the main Clubroom is restricted. The building is normally locked and protected by an alarm. If you require access to the Clubroom please approach a Committee Member.

19.3 The old shed or 'Canteen' should be kept locked when not in use. A key to access the Canteen is available for a small fee. The last Member to leave the field must ensure the door is locked (the door is self-locking). The outside toilet is not locked.

19.4 The Canteen key is also used to access the 240V power supply for the work benches in the pits and for the Frequency Control Board. These items shall be kept locked when not in use.

SECTION 2 ADMINISTRATION

1 Fee Structure

1.1 Annual Fees comprise HMAC Club Fee, MASA affiliation Fee and MAAA affiliation Fee (including Insurance). The Fees are generally agreed by early June and Members are advised via the Club Newsletter. Fees must be paid in full by 30 June to ensure that Members are financial and therefore covered by the Association's Insurance policy. Members must carry their MAAA Membership card (or a valid receipt for fees paid) at all times when involved in Model Flying at HMAC or other affiliated Clubs.

1.2 The HMAC Club fees are as follows:

1.2.1 Senior fee is set annually;

1.2.2 Junior fee is set at 20% of the Senior fee and rounded up to the nearest $5.00;

1.2.3 Pensioner fee is set at 85% of the Senior fee and rounded up to the nearest $5.00;

1.2.4 Social fee is set annually;

1.2.5 The Joining fee is set annually. All family members in the same household are covered by a single Joining Fee. It is payable by members joining the Club for the first time. No joining fee is applicable to Junior Members or Social Members.

1.3 Pro rata HMAC Club Fees are available in accordance with the following schedule for persons joining the Club part way through the Financial Year:

1.3.1 After 31 December: 50% of the HMAC Club Fee, rounded up to the nearest $5;

1.3.2 After 31 March: 25% of the HMAC Club Fee, rounded up to the nearest $5.

1.4 The Committee shall publish a schedule of the above fees as soon as they are known.

1.5 Concessions will be considered for Members experiencing financial difficulties, following application in writing to the Committee. The concession only applies to the HMAC component. Documentary evidence of need may be required.

2 Budget

The Committee is empowered to approve payment of expenses related to the running of the Club within an approved budget. This budget must be approved at a General Meeting prior to the beginning of a new financial year.

2.1 The Committee is required to bring to the Members' attention at the next General Meeting all non-budgeted expenditure;

2.2 A vote of approval from Members at a General Meeting is required for any discretionary non-budgeted annual or one-off expenditure exceeding $2000. A minimum of seven day's notice is required to be given to all Members before the meeting at which the expenditure shall be voted on.