

**THE SOUTH AFRICAN MODEL AIRCRAFT ASSOCIATION**



Operations Manual

**POLICY AND PROCEDURE ON PUBLIC DISPLAYS AND  
EVENTS**

Issue 1 – 2006

**PR 02**

To Management Committee  
for Approval

Date: 20 / 07 / 2006

**THE SOUTH AFRICAN MODEL AIRCRAFT ASSOCIATION**

**PR 02**

**POLICY AND PROCEDURE ON PUBLIC DISPLAYS AND EVENTS**

Table of Contents

1. Introduction
2. Purpose
3. Scope
4. Reference
5. Definitions
6. Policy
7. Responsibility
8. Application for Display
9. Approval
10. Forms

This document forms part of the SAMAA Manual of Procedures. It is to be used by SAMAA Members and Registered Clubs in all activities associated with the flying of model aircraft in the RSA.

**1. Introduction**

Model Aircraft are displayed in many different ways and to many different types of audience. These displays can range from static displays at formal or informal events, through private flying displays, to large national level public displays with thousands of spectators.

The SAMAA has a responsibility to those participating, and to the spectators present, to ensure that the display is properly organised, properly controlled and run in such a manner as to ensure the enjoyment and safety of all those present. SAMAA has a further role to play which is ensuring that our image as a responsible organisation is upheld.

**2. Purpose**

The purpose of this procedure is to ensure that all Displays where Model Aircraft Flying is done is in accordance to the relevant regulations and requirements of both the CAA and SAMAA. It is also to ensure that due consideration has been made to ensure safety at the displays and to have in place an application and a review process to ensure that the required criteria to ensure safety are in place and be observed.

**3. Scope**

**This procedure applies to all Displays where Model Aircraft flying is organised and conducted by Clubs, SIGS and other Groups where the public is present.**

Exclusions to the above, which are not be defined as a Display are:

- (a) The flying of model aircraft at a club facility is not considered to be a Display and so is not covered by this procedure when:
  - (i). The audience is limited to Members of the SAMAA, or
  - (ii). Bona fide visitors are present or
  - (iii). The flying is conducted on an informal basis.
- (b) Its is not considered a "Display" if a club invites non members to their facility with the sole intension of promoting membership of the club by the giving of training in, and exposure to, the flying model aircraft.
- (c) This procedure does not apply to competitions unless they are also Displays as identified in the definitions

- (d) Exhibitions, involving only the static display of the aircraft require no special safety considerations other than the safety of the site, and so are not covered by this Procedure

**4. References**

SAMAA Operations Policies and Procedures Handbook

**5. Definition**

<b>Approved Area</b>	An area, flying field or club field registered by SAMAA and approved by the CAA.
<b>Bona Fide Visitors</b>	Visitor to club, not necessarily signed into the visitors book, who are present in small numbers on a casual basis.
<b>Competition</b>	A competition run by a Club or by a SAMAA Members , SIGS or other Groups but not promoted to the general public. Large competitions, such as world championships, where it would be reasonably expected that members of the public will attend shall be treated as a Display.
<b>Display</b>	An organised Display of any number and types of model aircraft where flying is conducted in front of spectators and non-members of SAMAA (Including Control Line model aircraft and indoor flying).
<b>Display Director</b>	The person responsible for the running of, and safety at a Display.
<b>Flight Line Co-ordinator</b>	The person/s nominated by the Display Director to control the "flight line" or flying activities.
<b>Organiser</b>	The Person, Club or Association organising the Display.
<b>Permit for a Display</b>	A permit to "Conduct a Display" form signed by an authorised SAMAA Committee member.

**SAMAA PR 02 POLICY ON PUBLIC DISPLAYS AND EVENTS**

<b>Qualification to Fly</b>	A Proficiency level, issued by the SAMAA in accordance with the conditions specified in SAMAA Manual of Procedures authorising flights by a particular model aircraft and suitably qualified pilots to fly those types of models.
<b>CAR</b>	Civil Aviation Regulation
<b>C.A.S.A./C.A.A.</b>	Civil Aviation Safety Authority
<b>ATNS</b>	The Air Traffic Control Department of the nearest aerodrome
<b>Club</b>	A model flying Club registered with SAMAA
<b>Club Member</b>	A member of a club and paid up member of SAMAA
<b>SAMAA</b>	The South African Model Aircraft Association
<b>Management Committee</b>	The main management committee of SAMAA
<b>Registered Club Approved Area</b>	A flying field/ club which complies to the SAMAA/ CAA requirements for the flying of model aircraft and which has been registered by SAMAA.

**6. Policy**

- (a) No Display shall be held under the auspices of SAMAA without approval for “The Display” being granted in accordance with this Procedure
- (b) Any SAMAA member, Registered Club or Special Interest Group of SAMAA normally covered by SAMAA Insurance, participating in a Display of Model Aircraft is required to apply to SAMAA for a permit to conduct a Display.  
This applies even if the Display has been approved by CAA, the Air Force or is a full size Air Show organised for example when the model aircraft Display is an integrated part of a larger Display.

**SAMAA PR 02 POLICY ON PUBLIC DISPLAYS AND EVENTS**

- (c) The CAA being the Approved Aviation body has delegated the authority to SAMAA Management Committee to have the authority to “approve” Displays.
- (d) All Displays, involving the flying of Radio Control and/or free flight models, conducted at any site, that site being either a Registered Club or non-Approved Area, requires an approved “Permit for a Display” and written approval by SAMAA and the CAA. before it may proceed with the Display.
- (e) Displays, involving indoor or Control line Model Aircraft only, shall be approved by the Management Committee of SAMAA and issued with a Permit for display in accordance with this Procedure.
- (f) Clubs are encouraged to register their flying site as an “Approved Area” by applying to the SAMAA in accordance with the “Application to Register an Approved Flying Area” procedure PR 05.  
As by having a flying site previously registered as an “Approved Area” simplifies the approval process.
- (h) Displays, held without first obtaining permission, or Displays conducted without conformance to the approvals issued by SAMAA will not be covered by the SAMAA Insurance and may have disciplinary action taken against the organiser/ club holding the display.

**7. Responsibility**

**7.1 SAMAA**

- (a) The SAMAA Management Sub-Committee has the responsibility to approve Display Applications from Clubs, SIGS and other groups
- (b) The SAMAA is responsible for the issue of Display permits.
- (c) The SAMAA has the responsibility to advise CAA of a Display to be carried out at a non-Approved Area.
- (d) CAA has the authority to impose conditions on any Display.
- (e) The SAMAA has the is responsibility to notify the rganiser / club if the application for Display Permit is rejected or amended by SAMAA and of any conditions imposed by the CAA.

**7.2 Organiser**

- (a) The Organiser / Display Director is responsible for ensuring that: -
- (i). Having regard to the types of model flying making up the Display, proper precautions are taken on behalf of the participants and spectators. These precautions shall be detailed in the submission to SAMAA and shown on the plans of the Display area;
  - (ii). The pilots participating in the Display are competent to carry out the proposed display manoeuvres safely and their model aircraft are airworthy and proven.
  - (iii). Should full size aircraft, microlights or any other manned craft be participating in the Airshow/ Display, copies of all authorising papers/ documents shall be submitted to SAMAA – along with a detailed write-up on how these outside groups will be controlled so as to ensure the safety of the spectators and the pilots of the manned craft.
- (b) The Organiser is responsible to ensure that the following documentation is included with the application and reaches the SAMAA General Manager at least 60 days prior to the date of the proposed Display if the display being held on an unregistered field, or 30 days prior to the date in the case of a registered field.
- (i). Application for a permit to Conduct a Display form, (Form F 08) completed and signed.
  - (ii). “Display Directors Statement ” form (F 09), completed and signed.
  - (iii). Location of Display
  - (iv). At least two scale plans of Display venue in accordance with the requirements of clause 8 of this procedure.
  - (v). Authorities and permits for any special or unusual displays.
  - (vi). Copies of approvals or permission, from the relevant CAA, ATNs or other controlling bodies, for full size aircraft Displays or fly-bys
  - (vii). Any other supporting documents considered applicable

**7.3 Display Director**

- (a) The Display Director is responsible for ensuring that the Display is run in conformance/accordance to: -
- (i). The SAMAA and CAA requirements
  - (ii). This Procedure
  - (iii). The details supplied with the approval of the Display.
  - (iv). The SAMAA, flying field and General Safety Code and Requirements
  - (v). Any special requirements imposed by either CAA or the SAMAA
- (b) The Display Director is responsible to ensure that:
- (i). All pilots flying in the Display are suitably competent and qualified. The requirement to fly in a display shall be a minimum of SAMAA Gold Merit Proficiency for the type of controlled model Aircraft being flown or, in the case of Helicopters, shall be Instructor Proficiency level qualification.
  - (ii). Model aircraft requiring permits have valid documentation
  - (iii). Any persons assisting in the running of the Display are fully briefed and aware of Safety Requirements
- (c) The Display Director shall satisfy him/herself of the ability of the pilot to perform the manoeuvres that the display aircraft is capable of doing, under the display conditions, in a safe manner.
- The Display Director will decide on the appropriate means for controlling the Flying Display.
- This may range from rehearsal in the case of a large formal Displays to the pre-flight briefing and on going observation for smaller open events.
- The Display Director is required to ground any pilot not flying to the required standard on the day.
- (d) The Display Director is responsible for the appointment of the Flight Line Co-ordinator but if he/she considers that the display does not require a separate appointment may undertake the role him/herself.

**SAMAA PR 02 POLICY ON PUBLIC DISPLAYS AND EVENTS**

- (e) The Flight Line Co-ordinator is responsible for the safe running of the "flight line", including control of take-offs, landings and aircraft movements.
- (f) The Flight Line Co-ordinator is responsible to ensure that people assisting him in the close vicinity of the flight line are fully briefed of their responsibilities and aware of the safety requirements.
- (g) The flight line co-ordinator is responsible for ensuring that a proper manned frequency control system is in place and that a frequency checker/monitor is in operation at all times during the display.
- (h) The Organiser of the Display is responsible for obtaining, and where applicable, paying for the required permits and/or approvals to conduct the Display.

**8. Application for a Display**

SAMAA requires that, in accordance with item 7.2 (a), the following information accompany the application for display form.

**A For all Displays**

1. The Organiser of Displays prepares a submission to request approval for a Display. The submission is to include but not restricted to: -
  - (a) Completion of an "Public Display Application" form
  - (b) Name and contact details of a person deemed to be the Organiser.
  - (c) Name of Display Director and the Display Directors plan for running the Display.
  - (d) Name of Flight Line Co-ordinator
  - (e) Locality plan and directions from nearest highway.
  - (f) Applications for any temporary exemptions to C.A.A that are required.

**SAMAA PR 02 POLICY ON PUBLIC DISPLAYS AND EVENTS**

- (g) A copy of all permits and permission for other parties involved in the Display.
- (h) At least two dimensioned plans/drawings of flying site and surrounding area showing as a minimum:-

**Plan 1 (Appendix A)**

A large scale overall general layout drawing showing: (Appendix A)

- (i). Flying Display area, including runways and flying lines;
- (ii). Location of spectator areas including distances from flying area and flight line;
- (iii). Location of parking areas including distances from the flying area;
- (iv). Location of pit areas;
- (v). Location of both permanent and temporary fencing;
- (vi). Location of full size aircraft parking (if applicable);
- (vii). Location of public roads in vicinity;
- (viii). Location of temporary or permanent buildings and structures within 700 metres of the Display area.

**Plan 2 (Appendix B)**

A large scale detailed drawing of the immediate flying field area layout showing (Appendix B):

- (a) flying Display area, including flight lines for different wind directions;
- (b) spectator locations, pit areas, permanent and temporary fencing and parking areas;
- (c) other temporary or permanent structures near the flight lines where persons or spectators will be present.

**B . Approvals for a Display**

1. Two (2) Management Committee members and the General Manager shall form a Display Sub-Committee and shall meet to discuss all Display applications.
2. The SAMAA will liaise with CAA over any details of the Display which need clarification and approval.
3. The SAMAA shall consider the submission and attach any special conditions that they believe are applicable to the safety of the Display.
4. The above Sub-Committee may request additional information from the organisers or may request that the organiser attend a meeting to clarify certain aspects of the proposed Display.
5. SAMAA shall notify the organiser of the outcome of the Application. When approved the Signed Application Form, will be returned together with Any Special requests or Conditions to the organisers. If rejected, the organisers will be informed accordingly.
6. The Display may proceed, if approved, subject to all the conditions imposed by SAMAA and CAA and all the original application forms submitted to SAMAA being enforced.
8. The SAMAA General Manager is responsible for retaining a database of, and documentation relative to the Display, approved or rejected by them for a period of at least three years.  
The database shall contain as a minimum, date and location of displays, date of approval and any special conditions.

**10. Forms**

- Applications For Permit to Conduct a Display (F 08)
- Display Directors Statement (F 09)
- Appendix "A" & "B"

Forms are available from the General Manager of SAMAA.