

# **CLUB DOCUMENTATION**

**VALID FROM 9 NOVEMBER 2016**

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## INTRODUCTION TO ASPIRING MEMBERS

The Club was started during 1967 as a group of pilots on an area in Watloo Silverton where the City of Tshwane testing grounds are today.

The leader of the group was Johan Coetzer, whom later became the first chairman of the Club at its official formation in 1973.

The Club's flying facility has moved four times over the years with the last move further away from the Pretoria suburbs to where it is now on a farm at Renosterfontein East of Tshwane, known as Rhinopark, now Legends MX.

Today, the Club is situated on a 4,4 hectare ground at Rhino Park with the following facilities:

1. Two tar run ways (200 m x 10 m and 90 m x 6 m)
2. A huge flying area
3. Concrete pits area covered with shade net
4. Visitors area with a pavilion
5. Toilet facilities
6. Braai area
7. Safe and secure parking
8. Running water
9. Frequency control
10. Club house with under cover area
11. Kitchen and storeroom

The membership fluctuates around 100 members.

The Club activities are managed by the Club committee and are governed by the goals as stipulated in the Club's constitution and rules. The rules of the Club are drawn up with the safety of the people and property at heart, to ensure and protect the continued existence of the Club and promote fairness amongst members.

Training for new comers to the sport is provided free of charge by a few instructors on a voluntary basis.

Club event days are organized regularly and a year-end function is held every year.

Becoming a member of the Club requires of the member to acquire and practice some new responsibilities. Before membership is granted to an applicant, the following requirements need to be adhered to:

1. His radio equipment has to be inspected and approved by the Club appointed representative.
2. He must complete the necessary application forms and pay all fees.
3. He must study all documents submitted to him at the time when he joined and ensure that he is well aware of the expected conduct at the airfield.

We at SMFC hope that this information will be of value. If you have any questions please contact the chairman or any club member.

Signed: \_\_\_\_\_

Date: 15/11/2016

# SILVERTON MODEL FLYING CLUB

## THE CONSTITUTION OF SILVERTON MODEL FLYING CLUB

**ORIGINAL: 1973**

**AMENDED: JULY 1976/JANUARY 1977/JULY 1983/JULY 1994/  
SEPTEMBER 2002/MAY 2006/JANUARY 2007/MARCH  
2010/OCTOBER 2012/NOVEMBER 2016**

### **1.0 NAME:**

**The name of the club shall be:  
The Silverton Model Flying Club (SMFC) and will be referred to as  
"the Club" in this document.**

### **2.0 FOUNDING AND LEGAL PERSONALITY:**

- 2.1** The Club was not founded for the purpose of doing business nor to trade with the aim of profit generation by its members.
- 2.2** The Club is solely responsible for its own debt and shall not be held liable for any assistance of any nature to any member, associations, club or body whatsoever.
- 2.3** The Club may, in its own name, prosecute or be prosecuted in any court within the Republic of South Africa. All process documents, notices ect. shall be deemed served when the Secretary personally has been served. The Secretary personally shall not be held responsible for any damages.

### **3.0 AIM OF THE CLUB**

- 3.1** To encourage, stimulate and protect all forms of constructing and flying of radio controlled aircraft, gliders and helicopters, here after referred to as the "Sport".
- 3.2** To affiliate and cooperate with any association or body, with aims similar to that of the Club, with the aim to further goals that can be of mutual benefit.
- 3.3** To make available facilities for its members and the upkeep thereof.
- 3.4** To create opportunities for its members to participate in competitions.
- 3.5** In general to do what is desirable and necessary for the promotion of the Club's interests and the goals for which it was founded.
- 3.6** To generate good camaraderie amongst its members.
- 3.7** To manage the Club's funds as needed in the interest of the Club.

- 3.8 To obtain movable items or fixed property, here after called "Assets", by means of donations, marketing, purchasing, to rent, to swap or any other means and to exercise ownership thereof.
- 3.9 To donate, swap, divide or by any other manner sell Assets of the Club.
- 3.10 To collect, receive and accept all donations, gifts, advances of any nature made by any person, firm or corporation or any other source to the Club.
- 3.11 To borrow money for the purpose of the Club, to receive said loan by using the Club's Assets as collateral by means of a notarial mortgage or a mortgage deed.
- 3.12 To design, register and issue any coat of arms or uniform as per section 2 of "die Wet op beskerming van Name, Uniforms en Wapens", Act 23 of 1935, and any amendments thereof.

#### 4.0 **MEMBERSHIP**

##### 4.1 **APPLICATION FOR MEMBERSHIP**

- 4.1.1 The Club shall have at least ten members
- 4.1.2 Any person interested in radio controlled model airplanes, gliders and helicopters may apply for membership.
- 4.1.3 Application for membership shall be done in writing using the Clubs official application form. For this purpose it will be restricted to "Normal Member", "Junior Member", "Student Member" and "Temporary Member" as specified in paragraph 4.2 of this document.
- 4.1.4 All applicants will receive a three month temporary membership after he has joined the Club, subsequent to all requirements for membership. Membership will be considered by the Committee during this three month period. If the membership is refused, the applicant will be notified by the Secretary in writing.
- 4.1.5 The Club may refuse any membership application without having to give any reason for refusing the membership. In which case the membership fee shall be fully refundable.
- 4.1.6 An applicant will only be eligible for benefits or granted access to facilities of the Club after he has received membership, whether the membership is temporary or permanent.

##### 4.2 **Types Of Membership:**

###### 4.2.1 **"Normal Member"**

A person that obtained membership through the application procedure.

**4.2.2     “Junior Member”**

4.2.2.1    A person under the age of eighteen years whom obtained membership that is not a “Student member” as described in paragraph 4.2.3 of this document.

4.2.2.2    A person that is a scholar.

**4.2.3     “Student Member”**

A person that obtained membership through the application procedure whom is registered as a bona-fide full time student at a recognized tertiary institute.

**4.2.4     “Temporary Member”**

A member to whom membership is granted in terms of paragraph 4.1.4 of this document.

**4.2.5     “Honorary Member”**

4.2.5.1    The management committee shall be able to nominate on behalf of the Club a person for Honorary Membership at a general meeting of the Club. Honorary Membership will be granted to the nominee if the majority of the members present at the general meeting are in favor of the nomination.

4.2.5.2    A Honorary Member has all the rights of a Normal Member of the Club without any financial obligation towards the Club.

**4.2.6     “Honorary President”**

4.2.6.1    The management committee shall be able to nominate on behalf of the Club a person for Honorary Presidency at a general meeting of the Club. If the majority of the members present at the general meeting are in favor of the nomination, the person is appointed as Honorary President of the Club.

4.2.6.2    The Honorary President will enjoy the rights and privileges associated with Honorary Membership as well as the following rights and privileges.

4.2.6.3    The Honorary President shall act as the protector of the Club and he has to strive to improve the general wellbeing of the Club. He may make proposal as to this regard to the committee.

4.2.6.4    The Honorary President may be consulted for advise by the committee

4.2.6.5    The Honorary President may attend the committee meetings where he will enjoy the same voting status than committee members.

#### **4.2.7 “Inactive Member”**

Inactive members are members that are not flying actively but are still fulfilling their obligations towards the Club.

#### **4.2.8 “Guest”**

A guest is a person that has been invited by bona-fide member(s) of the Club to make use of the Club facilities at the member's expense. A guest that wants to fly has to adhere to all the requirements set out in paragraph 4.9.2 of this document.

#### **4.2.9 “Visitors”**

A visitor is any person that is not a member of the Club whom is visiting the Club facilities, with the intention of using the facilities and to fly at the Club. Visitors will only be allowed to make use of the flying facilities of the Club if the person complies with the following requirements:

- 4.2.9.1 Said person is a bona-fide prospective member or is introduced by an existing member of the Club as a prospective member.
- 4.2.9.2 Said person is a guest of an existing member of the Club, participating in such a capacity in the event(s).
- 4.2.9.3 Said person is a recognized bona-fide member of another model airplane club and it has been arranged with the chairman or secretary or any other member of the committee in the event that the aforementioned are not present, to make use of the facility. In such cases a landing fee, equal to five percent of the annual membership fee, will be paid to the person with whom the arrangement has been made. The fee will be handed to the treasurer of the Club, to be added to the Club's funds.
- 4.2.9.4 Said person is a member of the South African Model Aircraft Association (SAMAA) and has his membership card with him.

### **4.3 MEMBERSHIP FEES**

- 4.3.1 Membership and joining fees will be set and/or adjusted as needed by the management committee from time to time after approval by an official meeting.
- 4.3.2 Membership and joining fees for the balance of a financial year is payable at the time of application for membership.
- 4.3.3 Annual membership fees are payable in advance for a financial year and it has to be paid within one month after the advent of the new financial year, that is between 1 June and 30 June of each year. Membership fees are payable at the Club's Treasurer.

4.3.4 Proof of membership for the current financial year will be provided for each member when the annual membership fee has been paid in full. Said proof of membership including proof of SAMAA membership, has to be visibly worn on the member's cloths or clipped onto the frequency control board, while at the Club's facilities. This will enable any other person at any time to ascertain whether the person is allowed to fly at the Club. If any of the items cannot be produced, the person shall not be allowed to fly.

#### **4.4 DEFAULT**

4.4.1 Any person that fails to pay his membership fee within one month after the membership fee is due or neglect to honor any other obligation owed to the Club within 30 (thirty) days after receiving written notification to do so by the Secretary of the Club, will automatically loose his membership and with that all his Club privileges.

#### **4.5 TERMINATION OF MEMBERSHIP**

4.5.1 Termination of membership of the Club has to be done in a formal letter, addressed to the Secretary. In such a case, the membership fee is non-refundable.

4.5.2 A member wishing to join any other model aircraft club must before doing so, obtain permission from the Club management committee.

4.5.3 All insignia, tokens and recognizing documentation issued by the Club, with respect to identification of members, stay the property of the Club and will be returned immediately to the Secretary or Treasurer of the Club at termination of membership.

#### **4.6 EXPIRED/FORFITED MEMBERSHIP**

4.6.1 When a member's membership has expired or he has forfeited his membership and he wish to obtain membership of the Club again, he will have to follow the normal procedure for application of membership as described in paragraph 4 of this document. Such an application will be subject to the same conditions as a new application.

4.6.2 When membership is forfeited, no balance of fees will be payable to the member.

#### **5.0 OBLIGATION OF MEMBER**

5.1 The financial obligation of each member towards the Club will be limited to his joining and membership fees.

5.2 Each member shall have the responsibility to familiarize himself with and to abide by the conditions, stipulations and rules of this Constitution as well as all other rules regulations, laws and conditions pertaining to the Club and its activities.

5.3 It shall be the responsibility of each member to behave and act in a manner at the Club facilities and at facilities where similar activities are being practiced that is in no way harmful or detrimental to the character or interest of the Club.

## 6.0 SUSPENSION

6.1 The Club has the right to suspend a member whose behavior and/or conduct is detrimental to the character and interests of the Club and/or the member disregards or contravenes the Constitution or rules of the Club.

6.2 The intended suspension will be investigated and judged by the full management committee during a committee meeting.

6.3 The member has the right to defend himself during the investigation. The member shall be notified in writing by the Secretary of the intended suspension application, with all the reasons as well as the date on which the investigation will take place

6.4 If the Committee carries the suspension into effect, a General- or Special General Meeting needs to be called during which the suspension will be ratified.

## 7.0 MANAGEMENT COMMITTEE

### 7.1 Composition

7.1.1 The Management Committee (hereafter called the Committee) will be composed of a Chairman, a Secretary, a Treasurer, a Field officer, a Training officer and a Safety officer.

7.1.2 The Committee named in paragraph 7.1.1 will be known as "Fixed Committee members".

7.1.3 Additional committee members to fulfill certain tasks may from time to time be added to the Committee as decided at the Annual General Meeting (ie Newsletter editor, Webmaster, Flying discipline representative, Events organiser, Vice chairman, ect.).

7.1.4 The Committee as described in 7.1.3 shall be known as the "Added Committee Members".

### 7.2 REQUIREMENTS

7.2.1 Any "Normal Member" or "Honorary Member" that has been a member of the Club for two years or more and who is a member of good standing may serve on the committee.

### **7.3 ELECTION**

7.3.1 The Committee will be elected during the Annual General Meeting (AGM) of the Club as per the following prescribed method:

- 7.3.1.1 Any two members, allegeable to vote, may nominate a qualifying member to serve on the Committee.
- 7.3.1.2 Any Committee members whose term has ended at the time of the AGM, is allegeable for re-elected, without having to be nominated. Said Committee member will be assumed being nominated for re-election unless he personally withdraws is name for re-election.
- 7.3.1.3 All nominees will at the Meeting acknowledge in person that he is willing to stand in the election, before his nomination is recognised by the Meeting.
- 7.3.1.4 Every member, allegeable to vote and present at the AGM, will have the right to vote for any number of candidates, as long as the number of candidates does not exceed the number of vacancies.
- 7.3.1.5 If the nominations do not exceed the number of vacancies, then the nominated candidates will be elected.
- 7.3.1.6 If there is not enough nominations to fill the vacancies, the Committee will fill the vacancies by co-opting members.
- 7.3.1.7 If two or more candidates receive equal number of votes during the election, the member will be selected through a lottery.

### **8.0 FUNCTION, RESPONSIBILITIES AND POWER OF ATTORNEY**

#### **8.1 COMMITTEE**

- 8.1.1 As the delegated institution of the Club by its members, on behalf of the Club, take binding decisions with regard to rules, goals, activities, property, business and matters of the Club, to invoke, manage and control with the aim of realizing the goals of the Club.
- 8.1.2 To approve running expenses required to fulfil 8.1.1.
- 8.1.3 To fill any vacancies that may exist within the Committee between AGMs.
- 8.1.4 To meet, as and when deemed necessary by the chairperson or by two or more of the members of the Committee. Minutes shall be taken of all points discussed at meetings and actions required.
  - 8.1.4.1 Four Committee members are required to be present at a meeting to form a quorum. At least two of the four members are required to be "Fixed" Committee members.
  - 8.1.4.2 The Committee will have power of attorney to make donations to an amount, equal to twice the annual membership fee at that point in time, to any person or institution. Donations in excess of this amount can only be approved at an AGM or Special Annual General Meeting (SAGM).
- 8.1.5 To appoint officials, agents, workers or contractors to complete tasks for or on behalf of the Club. To negotiate their fees, to pay their fees and to terminate their services as and when required.
- 8.1.6 To make and or adapt rules and regulations for control, and to the benefit, of the Club and its activities. Said rules and regulations shall not be contradictory to this constitution.
- 8.1.7 To execute punitive measures on behalf of the Club.

- 8.1.8 To ensure that all debits made on behalf of the Club, be paid within thirty days.
- 8.1.9 To act on behalf of members in matters relevant to the Club.

## **8.2 CHAIRMAN**

- 8.2.1 To ensure that all other officials execute their duties adequately and to arrange for support and assistance to officials.
- 8.2.2 To encourage a positive spirit amongst members.
- 8.2.3 To as and when required, discipline Committee members.

## **8.3 SECRETARY**

- 8.3.1 To ensure that minutes of all meetings are kept and distributed.
- 8.3.2 To compile and distribute agendas for all meetings.
- 8.3.3 To handle all correspondence concerning the Club.
- 8.3.4 To keep and maintain a current database of all members and their addresses and relevant particulars.

## **8.4 TREASURER**

- 8.4.1 To ensure that the financial activities and book keeping of the Club is in order.
- 8.4.2 To keep and maintain a current inventory of the Club's property, with a list of the persons names and signature as prove of recognition of possession of the property.
- 8.4.3 To ensure that all accounts are paid.
- 8.4.4 To receive and account for payments made to the Club.

## **8.5 FIELD OFFICER**

To see that all the facilities used by the Club are maintained and kept in a good working order. He will be responsible for the maintenance and improvement of all Club facilities.

## **8.6 SAFETY OFFICER**

- 8.6.1 To ensure that all persons at all time conduct themselves in a safe manner at the Club facilities at all times.
- 8.6.2 He will have the authority to address and discipline any person on behalf of the Club regarding unsafe behaviour and breaking of Club rules. If he regards it as necessary, he may refuse such persons access to the Club facilities.
- 8.6.3 He has the authority to appoint any other Committee member or Club member to assist him in the execution of his duties or to act on his behalf.

## **8.8 TRAINING/EVENTS/SIG OFFICER**

To arrange and coordinate all flight training activities provided by the Club.

## **8.9 NEWS LETTER EDITOR/WEBMASTER**

- 8.9.1 To collect and collate information for publication in the newsletter, on Facebook and web site.
- 8.9.2 To act as the editor for the newsletter, Facebook and the web site.
- 8.9.3 To act as the webmaster.
- 8.9.4 To make available and distribute to members Club communications.

## **9.0 ANNUAL GENERAL MEETING**

### **9.1 DATE AND VENUE**

- 9.1.1 The AGM of the Club will be held annually within six months of the closing of the previous financial year end.
- 9.1.2 The date, time, and venue of the meeting will be decided by the Committee. Notice in the regard will be communicated to all members in writing by postcard, letter or e-mail, sent at least fourteen days before the date of the meeting.

### **9.2 QUORUM**

At the AGM, members present will form the Quorum.

### **9.3 CHAIRMAN**

- 9.3.1 The Chairman of the Club will be the Chairman of the Meeting.
- 9.3.2 Should the Chairman of the Club be absent from the Meeting, then the Meeting will appoint one of the Committee members as a stand-in Chairman for the Meeting.

### **9.4 AGENDA**

- 9.4.1 An agenda for the AGM will be available one week (seven days) before the Meeting is to take place, from the Secretary.
- 9.4.2 The agenda will be distributed before the start of the Meeting amongst the members present on the day of the Meeting.
- 9.4.3 Members should confirm points to be added to the agenda for discussion at least 7 days before the date of the AGM with the Secretary.

### **9.5 VOTING**

- 9.5.1 Any paid-up member of good standing will be eligible to attend the AGM, to make proposals, to participate in discussions and to vote.
- 9.5.2 The majority vote of members eligible to vote present will decide any matter
- 9.5.3 At the Meeting, the Chair shall have the deciding vote.
- 9.5.4 Voting will take place by raising of hands or by which means as determined by the Chair of the meeting.

## **10.0 SPECIAL ANNUAL GENERAL MEETING (SGM)**

- 10.1 The Committee may at any time as it deems necessary call a SGM.
- 10.2 Any Member has the right to ask that such a meeting be held. Such a request has to be made in writing, addressed to the Committee and stating all the reasons for such a meeting. The Committee will then decide if such a meeting is required or not. The Committee will also decide on the date and venue for the meeting to take place.
- 10.3 If a member presents a written request stating all the reasons with at least 15% of the paid-up members' (members of good standing) names and signatures to the Committee for such a meeting, then the Committee has to arrange such a meeting on a date as agreed on between the Committee and requesting member.
- 10.4 A SGM will be held in the same manner as an AGM, as described in paragraphs 9.2.1, 9.3.1, 9.3.2 and 9.5.1 to 9.5.4 of this document.

### **11.0 TRANSFER OF PROPERTY**

- 11.1 The assets of the Club will be transferred to three trustees, namely the Chairman and Treasurer and Secretary of the Club.
- 11.2 If the trustees should neglect to act or if they resign their position in any way, the remainder of the Committee will nominate replacements for this purpose. The nominees will remain responsible for this purpose until a new Committee has been appointed at the next AGM.
- 11.3 In the event of liquidation or disbanding of the Club, none of the remaining assets will be distributed amongst the Members, but it will be transferred to another institution(s) with the same or similar goals as the Club, or it will be kept in trust for that purpose.

### **12.0 FINANCIAL**

- 12.1 The Club's financial year will be from the 1<sup>st</sup> of May of each calendar year and will close automatically on the last day of April of the following calendar year.
- 12.2 All funds received by the Club, will be deposited into an account held in the name of the Club at a registered trading bank and be kept in the account until funds are withdrawn for use for purposes of the Club.
- 12.3 All financial withdrawal documents have to be signed by the Chairman and Treasurer or Secretary of the Club.
- 12.4 An annual report, including the financial statements of the Club, shall be prepared by the Secretary and Treasurer. After approval by the Committee the report shall be submitted at the AGM.

### **13.0 RESPONSIBILITY**

- 13.1 The Club is in no way responsible towards members or participants or their next of kin for any damage which may occur as a result of death, bodily harm or damage to or loss of property. The Club shall in this regard never be held responsible for retribution, be it as a direct or indirect result of damage due to

participation and/or attendance of a flying event or any other activity at the flying filed.

13.2 Members of the Committee shall in no way in their personal capacity be held accountable for any aspect which may be as a result of their service to the members of the Club.

**14.0 RULES OF THE CLUB**

14.1 The rules of the Club are contained in the official document "RULES OF THE SILVERTON MODEL FLYING CLUB".

14.2 All additions and amendments to the rules (accept Constitutional rules) are subject to paragraph 8.1.6 of this Constitution.

**15.0 CHANGE OF CONDITIONS**

15.1 The conditions and rules of this constitution may be re-called, replaced or changed at any AGM or SGM of the Club. Any Member that wishes to propose an amendment has to submit the proposal in writing to the Secretary at least thirty days before the date of the aforementioned meeting.

15.2 Members will be informed by the Committee in writing regarding the nature and extend of the proposed re-call, change or addition to the Constitution.

**16.0 INTERPREATION OF THE CONSTITUTION**

16.1 The Committee shall as the Club's delegate, interpret the Constitution and said interpretation shall take place with due consideration to ensure that the goals of the Club as stipulated in paragraph 3.0 are fully met.

**17.0 AUTHENTICATED CONSTITUTION**

17.1 A copy of this constitution, signed by the Chairman and Secretary of the Club, serving on the date of approval and/or amendment(s), shall be deemed an authenticated copy of this Constitution. Such a copy will be available for record purposes at all times from the Secretary and/or Treasurer.

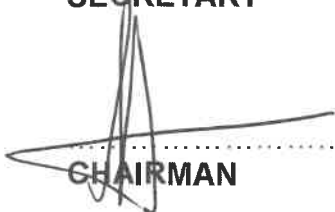
**SIGNED:**



.....  
**SECRETARY**

16/11/2016

.....  
**DATE**



.....  
**CHAIRMAN**

16/11/2016

.....  
**DATE**

# **SILVERTON MODEL Vliegklub** **SILVERTON MODEL FLYING CLUB**

## **RULES OF THE SILVERTON MODEL FLYING CLUB**

**Members who contravene the rules of the Club are exposing themselves to disciplinary action that can range from reprimand to expulsion from the Club. The purposes of the rules are not meant to take away the enjoyment of the sport from any individual but to protect the interest of the majority of the members, the existence of the Club and its facilities as well as to secure the safety of all persons and property at and near the Club's premises.**

### **1.0 CONSTITUTIONAL RULES (SUMMARISED)**

- 1.1 *The Club vests the final interpretation of the rules in the Committee of the Club.*
- 1.2 *A member of the Club may not be a member of another club with the same objectives and activities as this Club without permission of the Management Committee.*
- 1.3 *Club members' membership fees must always be settled in full.*
- 1.4 *Members who do not settle their yearly payable membership fees within one month from the start of the Club's financial year will automatically forfeit their membership. A person that lost his membership in this manner will, for all purposes of the Club, be regarded as a new applicant if he wants to restore his membership. Such a person will then be subjected to all the normal requirements for new members.*
- 1.5 *When using the flying field, members' proof of membership, including proof of SAMAA membership, must always be available for inspection by any person.*
- 1.6 *Visitors and guests must qualify in accordance with the Club's Constitution before they will be allowed to fly at the Club's flying field.*
- 1.7 *Visitors and guests will, like normal club members, be subjected to all the Club's rules.*
- 1.8 *Visitors and guests who want to use the facilities must obtain a valid visitors frequency card from their host club member or club committee member. Visitors and guests may not use the facilities without a Silverton member present.*
- 1.9 *It is the responsibility of each member to ensure that he knows the rules (youngest issue) and the interpretation of it. It is also the responsibility of each member to ensure that everybody using the Club's facilities is applying the rules and is living up to them when using the flying field.*
- 1.10 *New members (Applicants for membership) are subject to a three (3) month probation period before the Club will approve their permanent membership.*

- 1.11 *The Club will never accept ignorance of the rules as a reason or excuse for contravening the rules.*

## **2. SAFETY RULES**

- 2.1 *The safety of people, animals, birds, cars, manned aircraft and property at and near the flying field has priority over those of models.*
- 2.2 *No pets are allowed at the flying field.*
- 2.3 *The use of alcohol by pilots and/or their helpers during flying sessions is prohibited. (If you drink, you don't fly.) No persons under the influence of alcohol will be allowed on the premises of the flying field.*
- 2.4 *The Club prohibits flying over the clubhouse, car park, pit area, pilot stand and designated no fly zone.*
- 2.5 *The Club prohibits flying over nearby buildings and streets.*
- 2.6 *When pilots are flying, they will position themselves further than five (5) metres from the runway on the designated pilot stand for the runway in use.*
- 2.7 *The Club will allow only pilots and student pilots inside the pitting area. Any other person should be under supervision of a club member and have permission from a Committee member or his delegate. Non-pilots will under no circumstances be allowed on the cement aircraft hard stand or north there of.*
- 2.8 *Pilots shall stick to lawful frequencies and radios. (The frequency control system in use is the "blue system" as sanctioned by SAMAA. - Peg on board, radio on. This applies to Spread Spectrum radio systems as well)*
- 2.9 *Only Club approved frequency pegs with the pilot's or pupil pilot's name on are allowed for use at the flying field by members and valid visitors frequency cards for visitors and guests. The club membership card must accompany the frequency card on the board. Membership cards must be worn on the shirt lapel when not on the frequency board.*
- 2.10 *A pilot whose name appears on the frequency peg, placed on the frequency control board, shall be present at the flying field.*
- 2.11 *Only SMFC visitors' frequency pegs will be allowed for use by visitors and guests.*
- 2.12 *If a pilot has not got the correct frequency peg, meeting the requirements as set out in these rules, he will not be allowed to switch on his transmitter or to fly his aircraft. (No peg, no fly.)*
- 2.13 *Only transmitters approved by the Club's delegated person may be used at the flying field.*
- 2.14 *Transmitters may only be switched on once a frequency peg has been placed on the frequency control board. (No peg, no fly.)*

- 2.15 *At the end of a flight, pilots must immediately switch off their transmitters and they must remove their frequency pegs from the frequency control board. Maximum peg on board time allowed is 15 minutes.*
- 2.16 *Members who forget to take their pegs of the frequency control board are transgressing the rules and the Club can take disciplinary action against them.*
- 2.17 *Unless the Safety Officer or his delegate has granted approval for removal of a frequency peg from the frequency control board, no person other than the peg's owner or the owner's delegate may remove a peg from the frequency control board.*
- 2.18 *All aircraft flown at the Club must be declared airworthy and fit for the purpose for which its owner wants to use it. Instructors, competent pilots or Committee members must do these declarations.*
- 2.19 *Pilots, whom the Training Officer, a Club approved instructor or a Committee member has not yet certified as solo pilots may not fly without supervision of a competent pilot.*
- 2.20 *With their first visit to the flying field new members and pupil pilots must report to a Committee member or the Training Officer. The Committee member or the Training Officer will assign a suitable instructor to the pupil pilot and test new members for flying competence on his first day.*
- 2.21 *After their first day, all pupil pilots are obliged to arrange their own training sessions with their instructors.*
- 2.22 *The Training Officer or a Committee member shall officially certify pilots as solo after testing.*
- 2.23 *Pilots shall not qualify as solo for as long as they need to stand on the runway to take off (The Club will only grant Concessions in cases where aircraft are known for poor runway behaviour and then only when competent solo declared pilots fly such planes.)*
- 2.24 *Pilots younger than twelve years of age are never, even if they are certified as solo, allowed to fly without supervision of a competent pilot. If such a young pilot believes he can fly on his own, he can apply in writing for such a concession with the Committee. The Committee shall consider his application and if they grant the concession the Committee will confirm it by means of a written letter. This letter must always be available for inspection by any person at the flying field when such a pilot is flying.*
- 2.25 *The Club does not accept accountability for damages to any property or injury to any of its members or to any other person incurred in any way. The persons involved shall resolve court cases, claims or any actions that can originate from such incidences. The Club's responsibility shall be limited to the application of its rules and the use of disciplinary action if the persons involved have disregarded the Club's rules.*
- 2.26 *The Club shall never be accountable for any damages to models.*

2.27 *The club is insured against incidents where its members can be involved in, if a member thinks, he is implicated in an incident where the Club's insurance can play a role, he must put his case to the Committee in writing. The Committee shall investigate the matter and advise the member accordingly.*

### **3.0 RULES FOR FLYING**

3.1 *Preferences for runways are as follows:*

3.1.1 *Landing aircraft have preference above aircraft taking off in the following order*

3.1.1.1 *Aircraft (Helicopters included) with engines that stopped in flight.  
(The so called "Dead stick" landings.)*

3.1.1.2 *Gliders*

3.1.1.3 *Helicopters*

3.1.1.4 *Fixed wing aircraft*

3.1.2 *Flight path preference for aircraft in the air are in the order as indicated hereafter:*

3.1.2.1 *Gliders*

3.1.2.2 *Helicopters*

3.1.2.3 *Fixed wing aircraft*

3.2 *A pilot who wants to use a runway must, directly before he wants to use it, ensure that all pilots busy flying know his intentions. A pilot who wants to use the runways must announce his intentions and the runway that he wants to use. The acknowledged way to do this is to call out suitable words such as "dead stick", "take off", "landing", "interference" or whatever is applicable. He must ensure that all pilots busy flying have taken note by confirming their approval or disapproval to him before he continues. Only after the pilot who wants to use the runways received their approval may he continue.*

3.3 *The announcing part of Rule 3.2 is also valid for low passes and any other maneuvers where the runways and approaches towards the runways might play a role. In all these cases the pilot busy flying must also announce his intentions and the runway that he wants to use. He must ensure that all pilots busy flying have taken note by them confirming their approval or disapproval before he continues. The mere fact that a pilot announces his intentions without having them acknowledged by other pilots busy flying, shall not be acceptable as a reason or excuse for sufficient communication in cases of dispute.*

3.4 *Pilots may only do low passes against the wind and not nearer to the pitting area than on the far half of the runway.*

3.5 *The flight pattern for general flying will conform to the international acknowledged FAI pattern forming a square. The square shall consist of a crosswind leg, a downwind leg, a base leg and a final approach.*

3.6 *Adjustments to aircraft and engines shall be completed in the pits.*

3.7 *No adjustments of engines or aircraft shall be allowed on the runways. Pilots may adjust helicopters on the helipads.*


- 3.8 *No running in of engines shall take place inside the pitting area. Members may run in their model engines in the designated area.*
- 3.9 *Nobody shall park or store any aircraft, helicopter or toolbox underneath the clubhouse. They shall not fill any aircraft or helicopter with fuel neither shall any aircraft, helicopter nor engine be started underneath the clubhouse. All the mentioned actions must be done in the pits especially created therefore.*
- 3.10 *All engines used at the flying field shall be fitted with silencers.*
- 3.11 *The Safety Officer shall approve homemade silencers before they may be used at the flying field.*
- 3.12 *The time that a member is allowed to occupy a frequency is limited to fifteen minutes (15) per flight. Occupying of a frequency starts when a frequency peg is placed on the frequency control board and ends when the frequency peg is removed from the frequency control board.*
- 3.13 *A pilot who is waiting for an occupied frequency to become available must clip his frequency peg to the bottom of those already occupying the frequency. Doing it in such a way will show other pilots that there are pilots waiting to use the frequency. It will also determine the flying order of the waiting pilots.*
- 3.14 *Pilots shall strictly stick to the runway control system. Helicopter pilots, who are not flying in the normal fixed wing circuit, shall use the designated hell pad on the end of the runway not being used by the fixed wing pilots.*
- 3.15 *The pilot undertaking the first flight of the day determines the runway that will be used. He must adjust the runway/helipad indicator, installed at the frequency control board, accordingly.*
- 3.16 *The runway and helipad in use can only be changed with permission of the Safety Officer. If the Safety officer is not at the flying field only a Committee member can give permission to change the runway and if a Committee member is not at the flying field only a senior pilot can give permission to change the runway. Pilots on the pilot stand must be informed of the change of runway.*
- 3.17 *All pilots flying simultaneously shall take off and land in the same direction and on the same runway. Choosing and changing the runway shall be subjected to Rule 3.16.*
- 3.18 *When an aircraft's engine is run in the pits, ensure that it is not blowing dust, oil, debris or any other substances onto another person, aircraft, equipment or any objects of value in the vicinity.*
- 3.19 *No taxiing of aircraft will be allowed on the concrete slabs in the pits or within five metres from the pits. Aircraft shall be pushed, pulled or carried in the described area.*
- 3.20 *Pilots shall always handle aircraft in a way that will ensure that they cannot harm any person or cause any damage to anything if an aircraft should go out of control due to any electronic malfunction or mechanical failure.*

- 3.21 *The Club's flying area is north of the main runway and west of the secondary runway. Strictly no flying will be allowed South of the eastern side of the main runway and it's easterly extension. (I.E. No flying South of the windmill on the main runway easterly extension.)*
- 3.22 *In addition to the rules stipulated in 3.1 to 3.21, the rules stipulated in Annex A shall be followed at all times.*

#### **4.0 GENERAL RULES**

- 4.1 *The Club will only allow trading at the flying field if the Committee has approved it. Where trading at the flying field has been approved, the Committee shall give permission in writing. The Chairman and the Treasurer of the Club shall sign the document containing the permission and the trader must always have the document available for inspection by any person at the flying field.*
- 4.2 *Any pilot causing damage to another pilot's equipment due to negligence shall compensate such damages. The persons involved shall resolve court cases, claims or any actions that can originate from such incidences. The Club's responsibility shall be limited to the application of its rules and the use of disciplinary action if the persons involved have disregarded the Club's rules.*
- 4.3 *Training at the Club is free of charge and is done voluntarily by Club selected volunteer instructors.*
- 4.4 *Official training of pupil pilots will take place on Saturday afternoons. Casual training can be arranged at any time between the pupils and instructors.*
- 4.5 *Club members who participate in international, national or regional competitions shall be allowed to have two (2) disturbance free practice flights towards such a competition on Saturday and Sunday mornings. He must proof his entry for such a competition before he can lay claim to the practice flights. He will arrange his own flights with pilots present at the flying field at the time.*
- 4.6 *Flying times for internal combustion engines are as follows:*
- 1 September to 31 March: 08:00 until 18:00*
- 1 April to 31 August: 08:00 until 17:00*
- 4.7 *Members shall strictly abide to the reserved flying times set aside for the different flying disciplines on Sundays. The Club announces these times on the Annual General Meeting and in the Club's regular newsletter. They remain in power for as long as they have not been changed by official notice.*
- 4.8 *Access to the flying field will be via the gate equipped with a combination lock. The lock combination is changed every year with the renewal of membership and is printed on the back of the membership card. Any other access to the premises other than via the gate will be seen as trespassing.*
- 4.9 *Any day may be designated a competition day without prior notification. The committee must approve the competition.*

- 4.10 Refuse must be placed in the bins placed at the flying field for that purpose. The flying field must be kept neat and tidy at all times. Braai fires must be extinguished before leaving the premises.
- 4.11 The last person leaving the flying field must put away the portable braais and the braai grid, lock the clubhouse, see to it that all toilets are locked, that the taps are closed and lock the main gate.

SIGNED:   
A FRASER : CHAIRMAN

DATE: 15/09/2014

### Club Rules : Starting, Tuning and Readyng Aircraft for flight

Classes Of Aircraft	Activity				Special Safety and other Considerations			
	Start/Switch On	Tune	Range Check	Battery Charge	Fire Extinguisher	Lipbag/Battery Bunker	Assistance required	
<b>Helicopter/Quadcopter</b>	Electric	Pit Area	Designated Area	Designated Area 1	***	Compulsory	Pilot's Discretion	
	Glow Engine	Pit Area	Designated Area	***	***	***	Pilot's Discretion	
	Petrol Engine	Pit Area	Designated Area	***	Compulsory	***	Pilot's Discretion	
<b>Fixed Wing Aircraft</b>	Turbine	Designated Area	Designated Area	Designated Area	***	Compulsory	***	Compulsory
	Glow 1.60 and lower	Pit Area	Pit Area	Designated Area	***	***	Pilot's Discretion	
	Glow above 1.60	Designated Area	Designated Area	Designated Area	***	***	Pilot's Discretion	
	Petrol 35cc and smaller	Pit Area	Pit Area	Designated Area	***	Compulsory	Pilot's Discretion	
	Petrol above 35cc to 55cc	Designated Area	Designated Area	Designated Area	***	Compulsory	Pilot's Discretion	
	Petrol above 55cc	Designated Area	Designated Area	Designated Area	***	Compulsory	Compulsory	
	Turbines	Designated Area	Designated Area	Designated Area	***	Compulsory	Compulsory	
	Electric less than 17 volt	Pit Area	***	Designated Area	Designated Area 1	***	Compulsory	Pilot's Discretion
	Electric above 17 volt	Designated Area	***	Designated Area	Designated Area 1	***	Compulsory	Compulsory
	<b>Other</b>	Pulse jets						
	Rocket driven Aircraft							
<b>General</b>								

All runways must be kept clear for emergency landings at all times

Assistance during range checks with running engines and all electric aircraft is compulsory

No Starting, handling of aircraft above and including 50 cc when a member is alone will be allowed.

Starting, tuning and flying when alone at the club is up to the member's own discretion and risk

Charging of batteries includes stand alone flight (rx) packs

It is the duty of club members and that of the Safety Officers per se to look out and warn members on the flight line about approaching fullsize aircraft

If any of these conditions/ rules needs waiving as a result of special requirements and disabilities, the Safety Officer should be consulted. In his/her absence, any person from the Club Committee can be approached

It is the members duty to do pre-flight checks on their aircraft before starting it.

TECHNOLOGY CHANGES BY THE SECOND AND AND EFFECTS OUR HOBBY PROFOUNDLY, NECESSITATING REVISION OF CURRENT RULES. THESE HAVE BECOME COMPLEX, BUT ARE NECESSARY TO MAKE OUR HOBBY ENJOYABLE. MEMBERS ARE OBLIGED TO BECOME AU FAIT WITH THIS AS THEY ARE PRIMARILY RESPONSIBLE FOR THEIR OWN SAFETY AND OF OTHER CLUB MEMBERS. APPOINTED SAFETY OFFICERS' DUTIES DOES NOT INCLUDE STRICT POLICING OF THESE RULES. IT IS THEIR DUTY, HOWEVER, TO CONTROL THROUGH NORMAL OBSERVATION AND TO INTERVENE WHEN NON COMPLIANCE IS SPOTTED OR REPORTED.

Definitions	
Designated Area	On Taxi Way 2 meter from the runway
Designated Area 1	Ground Strip between Pit Area and pallsades
Electric < 17 volt	Equal to 50cc and less
Electric ≥ 17 volt	Equal to above 50cc
Battery Bunker	Pyrex ovenware with lid or ceramic pot with lid. Metal boxes are included.

## Club Rules : Starting, Tuning and Readying Aircraft for flight

Classes Of Aircraft	Activity					Special Safety and other Considerations		
	Start/Switch On	Tune	Range Check	Battery Charge	Fire Extinguisher	Lipbag/Battery Bunker	Assistance Required	
Helicopter/Quidcopter	Electric	Pit Area	Designated Area	Designated Area 1	****	Compulsory	Pilot's Discretion	
	Glow Engine	Pit Area	Designated Area	see point 5 below	***	see point 5 below	Pilot's Discretion	
	Petrol Engine	Pit Area	Designated Area	see point 5 below	Compulsory	see point 5 below	Pilot's Discretion	
Fixed Wing Aircraft	Turbine	Designated Area	Designated Area	see point 5 below	Compulsory	see point 5 below	Compulsory	
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Other	Turbines	Designated Area	Designated Area	see point 5 below	Compulsory	see point 5 below	Compulsory	
	Electric less than 17 volt	Pit Area	Designated Area	Designated Area 1	****	Compulsory	Pilot's Discretion	
	Electric above 17 volt	Designated Area	Designated Area	Designated Area 1	****	Compulsory	Compulsory	
<p>Flying of these special types will be allowed only through special consultation with each of the following persons: Chair/Vice Chairperson, Safety Officer and Instructor. Prior arrangement will be preferred</p>								
<p>Rocket driven Aircraft</p>								
<p>Pulse jets</p>								

## General

1. All runways must be kept clear for emergency landings at all times
  2. Assistance during range checks with running engines and all electric aircraft is compulsory
  3. No Starting, handling of aircraft above and including 75 cc when a member is alone will be allowed.
  4. Starting, tuning and flying when alone at the club is up to the member's own discretion and risk, however, this may change in future
  5. Charging of batteries excludes stand alone transmitter (tx) and flight (rx) NiMH or NiCad packs . For safety purposes charging regulations includes all Lithium chemistries
  6. Observe the following when charging batteries from a vehicles power source:
    - \*Never charge batteries inside a vehicle, on a vehicle or between two vehicles. Best place is on the ground in front of your vehicle under constant observation.
    - \*When charging from your vehicle's battery its is your duty to not expose other peoples property at risk. It will always be difficult to get hold of any emergency services due to the club's location
  7. It is the duty of club members and that of the Safety Officers per se to look out and warn members on the flight line about approaching fullsize aircraft
  8. If any of these conditions/ rules needs waiving as a result of special requirements and disabilities, the Safety Officer should be consulted. In his/her absence, any person from the Club Committee can be approached
  - If in doubt and none of above mentioned persons are present, follow the reasonable man principle. Ask yourself, what am I doing, what can go wrong, how can I do it better and how would the next man have done it?
  9. It is the members duty to do pre-flight checks on their aircraft before starting it.
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