



P&DARCS Operational Procedures

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2023.01	23/09/2023	Draft	Significant rewrite to support CASA requirements.
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P&DARCS OPERATIONAL PROCEDURES

TABLE OF CONTENTS

1.	Scope.....	1
2.	Associated documents	1
2.1	P&DARCS Constitution and By Laws	1
2.2	MAAA Manual of Procedures	1
2.3	CASA Directives and Civil Aviation Safety Regulations	1
3.	Definitions.....	1
3.1	Definitions and interpretation	1
3.2	Member	1
3.3	Non-Affiliated Visitor	1
3.4	MAAA Visitor.....	1
3.5	Visitor.....	1
3.6	P&DARCS Airfield or Club.....	2
3.7	Approved Flight Area	2
3.8	Restricted No Fly Area.....	2
3.9	Pilot Standing Area.....	2
3.10	Control Line Area	2
3.11	Pits.....	2
3.12	Runways.....	2
3.13	Taxiways.....	2
3.14	Start-up area	2
3.15	Pilot's position.....	2
3.16	Rotary wing training, practice, and flying areas	2
3.17	Prohibited flying areas.....	2
4.	Compliance with P&DARCS Procedures and Directives.....	2
4.1	All persons bound.	2
4.2	Directions from Committee	2
4.3	Compliance with procedures	3
5.	Representing P&DARCS	3
5.1	Only Committee Authorised	3
5.2	Statutory authorities.....	3
6.	Accident or Incident Reports	3
6.1	Reporting requirements.....	3
6.2	Recording and reporting	4
6.3	Contacting Emergency Services	4
6.4	First Aid Kit	4
7.	Operating hours	4
8.	Visitors	4
8.1	Non-Affiliated Visitors.....	5
8.2	MAAA Visitors	5
8.3	Induction of Visitors.....	5
9.	Flying Areas.....	5
9.1	Main Flying Areas.....	5
9.2	Control Line Area	6
10.	Flight Operations - General.....	6

10.1	General requirements.....	6
10.2	Pilot qualifications.....	7
10.3	Safety Considerations	7
10.4	Training	8
10.4.1	Training – adults.....	8
10.4.2	Training – additional points for minors.....	8
10.5	P&DARCS Instructors	8
10.6	Model start-up	8
10.7	Pre-flight testing	8
10.8	Taxi to and from runways.	8
10.9	Prohibited areas.....	9
10.10	Pilot’s positions	9
10.11	Transmitters.....	9
10.12	Pilot to pilot communication.	9
10.13	Joining active runways	9
10.14	Arming Electric Models	9
10.15	Glider operational procedures.....	9
10.16	Control line operational procedures.....	10
10.17	Helicopter operational procedures.....	10
10.18	Hovering of fixed wing aircraft.....	10
11.	Flight Operations – Turbines.....	10
11.1	General rules.....	10
11.2	Permission from Committee for Operation of Turbines.....	10
12.	Flight Operations – Heavy and Giant Models (MOP 015).....	11
12.1	General rules.....	11
12.2	Additional Requirements for Giant Models.....	11
12.3	Permission from Committee for Giant Models.....	11
13.	Fire Risk Mitigation	11
13.1	Restricted Operations	11
13.2	Use of Fire Trolley	12
14.	Safety Matters – General.....	12
14.1	Smoking.....	12
14.2	Alcohol or drugs	12
14.3	Dogs.	12
14.4	Vehicle speed limit.....	12
14.5	Clubhouse Rules.....	12
14.6	Locking Up.....	12
14.7	Children at the club.....	12
14.8	Storage at the club.....	12
14.9	Probationary Member	12
14.10	Refuelling models.....	13
14.11	Field maintenance.....	13
14.12	Multi aircraft	13
14.13	Runway operations	13
14.14	Engine mufflers	13
14.15	Pilot areas.....	13
14.16	Model speed	13
14.17	Ceiling heights.....	13

14.18	Full size operations	13
14.19	Rocketry	13
14.20	General housekeeping	13
14.21	Live Stock	13
15.	Public Displays and other events	13
16.	Annexures	14
16.1	Annexure A – Authorisation Areas.....	14
16.2	Annexure B – Pilot Standing Areas.....	14
16.3	Annexure C – Control Line Circle	14

1. Scope

These procedures are in place for the operation of the Pakenham & District Aircraft Radio Control Society Inc (P&DARCS). They are determined by the P&DARCS Committee and can be modified on recommendation by the P&DARCS Committee and ratification by P&DARCS members at a general meeting.

2. Associated documents

2.1 P&DARCS Constitution and By Laws

This document is subject to the P&DARCS Constitution lodged with the Consumer Affairs Victoria and the Associations Incorporation Act and the P&DARCS By-Laws. To the extent of any inconsistency those documents shall prevail over these procedures.

2.2 MAAA Manual of Procedures

The Model Aeronautical Association of Australia (MAAA) publishes a set of documents called the Manual of Procedures (MOP). All MAAA Affiliated clubs and members are bound by these rules.

The MAAA Manual of Procedures can be found on the MAAA Website at www.maaa.asn.au

2.3 CASA Directives and Civil Aviation Safety Regulations

All operations of model aircraft at P&DARCS are subject to compliance with all relevant CASA Directives (including CASA 22/22 – Operation of Certain Unmanned Aircraft – Renewal of Directions Instrument 2022 and any replacement issued by CASA from time to time) and Part 101 of the Civil Aviation Safety Regulations.

3. Definitions

3.1 Definitions and interpretation

Except as defined below, all references, names, and terminology used throughout this document for the purposes of interpretation shall have the meaning/s as ascribed to them in the MAAA Manual of Procedures or the P&DARCS Constitution and By-Laws.

Local issues, not specifically referred to by the MAAA Manual of Procedures, shall be adjudicated on by the P&DARCS Committee, and any continuing failure to resolve the issue shall require ratification by P&DARCS members at a general meeting.

In this document, the following terms shall have the ascribed meaning:

3.2 Member

Member means a member of the P&DARCS (as defined in the P&DARCS Constitution and By Laws).

3.3 Non-Affiliated Visitor

Non-Affiliated Visitor means a person who is visiting the club (and who is not an affiliated member of the MAAA) who is attending the club for the purpose of seeking information and advice in respect to the club, aeromodelling and has the intention of becoming a prospective member. This includes a person who is described as a 'Visitor' in the MAAA Visitor Policy contained in MAAA MOP042.

3.4 MAAA Visitor

MAAA Visitor means a person who is not a member of P&DARCS but who is an affiliate member of the MAAA by virtue of holding membership at another MAAA affiliated club.

3.5 Visitor

A reference to Visitor includes an MAAA Visitor and Non-Affiliated Visitor.

3.6 P&DARCS Airfield or Club

P&DARCS Airfield means the land leased to P&DARCS by the Darcsfield Co-Operative Limited.

References to Club or P&DARCS Airfield includes all the land and airspace, including roads, car parks, buildings, and flight operations area within the designated boundaries.

3.7 Approved Flight Area

Approved Flight Area means the area marked for model aircraft flying as shown the Annexure The flight line is a line parallel with the runway and 10 metres in front of the Pilot Standing Area.

3.8 Restricted No Fly Area

Restricted No Fly Area means the area marked as shown in the Annexure A.

3.9 Pilot Standing Area

Pilot Standing Area means the area marked for pilots and crew to stand during flying operations as shown in the Annexure B.

3.10 Control Line Area

Control Line Area means the area marked as such in the Annexure C to these procedures.

3.11 Pits

Pits means the part of the flight operation area where model aircraft are stored, parked, or prepared for flight.

3.12 Runways

Runways means of the flight operations areas where model aircraft take-off and land.

3.13 Taxiways

Taxiways means the flight operations areas where model aircraft taxi to and from a Runway.

3.14 Start-up area

Start-up Area means the flight operations areas where model aircraft, fixed and rotor wing, may be started.

3.15 Pilot's position

Means the designated area where pilots must stand to operate model aircraft.

3.16 Rotary wing training, practice, and flying areas

Flight operation areas set aside for the use of rotary wing pilots to conduct hovering training, practice, and associated activities.

3.17 Prohibited flying areas.

All airspaces beyond the flight operations area and such airspace so nominated within the field boundaries.

4. Compliance with P&DARCS Procedures and Directives

4.1 All persons bound.

All Members and Visitors are bound by the procedures within this document as a condition of entry to P&DARCS.

4.2 Directions from Committee

All P&DARCS members and visitors must comply with any reasonable and lawful directive from a member of the P&DARCS Committee in relation to enforcement of these by laws, safety, or any operational matter (including but not limited to aircraft noise, manner, or operation etc). Any such directive may be issued by:

(a) Any two members of the P&DARCS Committee; or

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- (b) A single member of the P&DARCS Committee and any other Member of the club (if only one member of the P&DARCS Committee is in attendance).
 - (c) If there are no Committee members present, effort must be made to report the issue to a Committee member.

Any non-compliance shall be regarded as a major breach of these procedures and referred to the P&DARCS Committee. Any directives issued pursuant to this shall be immediately reported to the P&DARCS Committee for discussion at the next committee meeting.

4.3 Compliance with procedures

Failure by any Member to comply with any of these procedures in their entirety and or a direction in accordance with Clause 4.2 may be subject to disciplinary action as defined in the P&DARCS Constitution.

5. Representing P&DARCS

5.1 Only Committee Authorised

Only P&DARCS nominated Members, by either the committee or by majority vote of the Members at a General meeting shall contact organisations outside the association representing P&DARCS on association business.

5.2 Statutory authorities

If a statutory authority notifies P&DARCS of works within our boundaries, Members must work with said authority to ensure safe working environment. This may include limiting area boundaries and not overflying temporary work sites.

6. Accident or Incident Reports

6.1 Reporting requirements

Any accidents or incidents that occur at the P&DARCS flying field must be immediately reported to any P&DARCS Committee member by website incident report, phone or email. This includes, but is not limited to:

- i. Any incident involving a model landing or crashing outside the P&DARCS Operational Area.
- ii. Any incidents involving physical injury to a person (including any “near miss” that could have resulted in a physical injury to a person – this includes models crashing within 30 meters of people or near the pits, clubhouse, or carpark).
- iii. Any incidents involving damage to property (but not including damage to the model aircraft being flown).
- iv. Any incident that results in attendance of emergency services at the P&DARCS field.
- v. Any incidents of models failing to maintain appropriate separation or yielding to full size manned aircraft in the vicinity of P&DARCS (including any instances that may be reported to CASA or other authorities).
- vi. The occurrence of any fire at the field.
- vii. Any incidents of models flying within designated “no fly” zones.
- viii. Any other matter or incident that may create a reputational risk for the club or potentially damage our relationship with surrounding property owners, CASA or any other statutory authority. This includes model “fly aways” where the crash site of the model is unknown.

6.2 Recording and reporting

The P&DARCS Committee will track and keep a record of all accidents and incidents reported by Members via the online incident register.

The P&DARCS Committee will determine any further action necessary in respect of any reported accident or incident including the need to report to the MAAA or our insurer.

The P&DARCS Committee has power to do all things necessary to minimise the risk of any accident or incident being repeated (subject to ratification at the next P&DARCS general meeting).

6.3 Contacting Emergency Services

If necessary, do not hesitate or delay in contacting emergency services including the ambulance, fire service or police. Signage at the clubhouse confirms contact numbers and the street address of the club.

6.4 First Aid Kit

There is a first aid kit and AED located in the club house. Please advise the P&DARCS Safety Officer if you use the kit so that supplies can be replenished and replaced.

7. Operating hours

Unless otherwise advised by a notice on the P&DARCS website and/or by email to P&DARCS members, flying activities are permitted at the field at the following times unless failing light, weather or Fire Bans restrict flight: These times apply to all aircraft types.

- Internal combustion between 8am and last light Monday to Friday.
- Internal combustion between 9am and last light Saturday and Sunday.
- Quiet electric models and gliders from dawn to dusk.

For the purpose of these procedures, “quiet electric” means models that are unlikely to be heard or cause interference to any surrounding property or neighbours of the club. Models such as electric ducted fan or high-performance electric models are likely to not conform to this requirement. The P&DARCS Committee will be the final arbiter of whether or not a model is determined a “quiet electric”.

Flying times may be modified for field maintenance or special needs by the P&DARCS Committee as required. Flying is not permitted whilst runway mowing operations are in place or as directed by a member of the Club Committee.

For safety reasons, it is highly recommended that members and visitors do not undertake flying activities including starting, running, testing of aircraft motors if they are the only person at the flying field.

Models may only be operated at night (ie night flying) at organised events subject to compliance with the relevant MAAA MOPs and CASA requirements.

8. Visitors

All MAAA Visitors must be signed in by a P&DARCS member prior to flying.

All Non-Affiliated Visitors should arrange to meet a P&DARCS Committee member or P&DARCS Instructor at the club prior to attending the club.

Previous P&DARCS members who have not renewed their membership (or have had their membership terminated) shall not be regarded as Visitors without committee approval.

All Visitors to the club (who wish to fly) must sign the MAAA Visitor book and be “signed in” by a current Member of the club who is in attendance and supervising the Visitor whilst they are at the club. Failure by a Supervising Member to properly supervise or ensure that any Visitor (whom

they have invited or signed in) has complied with these rules will be regarded as a breach of these procedures by the relevant member and subject to disciplinary action.

Any Member who has concerns about a person flying at the P&DARCS Airfield without proper authority (including a failure by that person to comply with the Visitor policy or sign the Visitor book) should be immediately referred to a Committee Member.

8.1 Non-Affiliated Visitors

Non-affiliated Visitors may only fly at P&DARCS a maximum of four times prior to taking out membership pursuant to the relevant MAAA MOP.

A Non-affiliated Visitor is allowed to have a maximum of four (4) visits to the P&DARCS airfield. The visitor is then required to become a full or associate membership to continue flying at P&DARCS.

8.2 MAAA Visitors

Members of other model Clubs affiliated with the MAAA may (at the discretion of the Committee) fly from the Club's facilities and flying field on a maximum of four occasions (excluding scheduled events or contests), or non-affiliated members on four occasions per 12-month period.

8.3 Induction of Visitors

All Visitors who have not previously flown at the Club must be "inducted" by their supervising Member. The supervising Member must clearly advise the Visitor with respect to:

- (a) The relevant flight operations area and 'no-fly' areas.
- (b) All relevant safety and operational procedures of the club.
- (c) Any other conditions of flying at the club including the Club's area approval for operations of large models, turbines, or operations above 400 feet.

The supervising Member must also ensure that a Check Pilot who is a "Gold Wings" qualified or another Member approved by the P&DARCS Committee stands with and observes the first flight undertaken by the Visitor. The supervising Member may be the Check Pilot. If the Check Pilot has any concerns regarding the competency of the Visitor, they may decline to allow the Visitor from continuing to fly at the Club or refer the matter to the committee.

The supervising Member is also responsible for ensuring that the Visitor has current MAAA card and all heavy model or turbine endorsements (Permits to Fly) where relevant.

9. Flying Areas

9.1 Main Flying Areas

The eastern/western cross strips and main strip are available for the operation of all models. Rotary Wing models and FPV models may be operated from these areas, but fixed wing models shall have priority.

Subject to compliance with CASR, CASA Directives and the Club's area approval flight operations may be conducted up to the approved ceiling height.

Operations above 400 feet AGL but below 1,000 feet AGL shall be subject to the following requirements:

- (a) A spotter is not required, but is recommended, for ongoing operations at these heights.
- (b) If any full-size manned aircraft is operating in the area, the pilot must immediately descend the model to a safe height and maintain appropriate separation until the full-size plane has departed the flight operations area.
- (c) All model aircraft must remain within visual line of sight.
- (d) Any other conditions specified in the relevant CASA Area Approval.

In addition, for all operations from 1,000 feet AGL to 1,500 feet AGL:

- (a) A spotter is required at all times.
- (b) It is the sole responsibility of the operator to be able to accurately determine the altitude (AGL) of their model aircraft and remain within the operational boundaries of the Area Approval. A committee member may ask for verification at any time.

For the purposes of these procedures:

- (a) A “spotter” is someone who has undergone a P&DARCS Induction and is aware of the P&ADRCs Operational Area and procedures. During official events, this will be covered under the pilot briefing.
- (e) A Spotter, must watch for full size manned aircraft and provide additional situational awareness to the pilots of other potential risks. The spotter must be located in close proximity to the pilots. A single person may act as spotter for a maximum of three pilots. During events (including model flying displays) or other periods of high activity the Committee or Event Director may mandate that each pilot has a dedicated spotter.
- (f) The spotter or other persons must activate the club “low aircraft” siren.

Giant Model aircraft have separate requirements as per Clause 12 of this document.

9.2 Control Line Area

Operations in the Control Line Area are restricted to control line aircraft (being a model aircraft that is aerodynamically manoeuvred by control surfaces in altitude or attitude, by the pilot on the ground, by means of one or more inextensible wires or cables directly connected to the aircraft). The following rules shall apply to the operation of aircraft in the Control Line Area:

- (a) The maximum weight of models flown in this area will be 5kg.
- (b) The maximum control line length will be 70 feet.
- (c) All aircraft must be fitted with a suitable muffler.
- (d) Pilots must subject the complete control system (including safety thong, where applicable) to an inspection and pull test prior to flying. Pull test will be in accordance with the current MAAA competition regulations for the applicable model category. Aircraft not fitting a specific model category, as detailed, shall use those pull test requirements for Control Line Precision Aerobatics.
- (e) Pilots must only fly their aircraft from the centre of the designated control line circles. Pilots must ensure that they do not “drift” from the centre of the circle during operation of the model.
- (f) Pilots must ensure that their flying area is safely clear of all obstructions and non-essential participants and spectators before permitting their engine to be started. Persons not involved in the operation of the aircraft must be at least 5 metres from the circumference of the circle and aircraft flight path.
- (g) For major events or model flying displays the circumference of the circle or flight path of the aircraft (plus a safety margin) must be clearly marked or designated on the ground by either paint lines or safety markers to reduce the risk of persons walking into the operational area.

10. Flight Operations - General

10.1 General requirements

All operations must be conducted in a safe manner having regard to these procedures, the MAAA MOPS, CASA Safety Directives and Civil Aviation Safety Regulations including but not limited to:

- (a) Model aircraft must not be flown over 400 feet unless the pilot is complying with the terms of the P&DARCS Area Approval and the conditions of the approval.
- (b) Model aircraft must not be flown within 30m of a person not involved in the operation of model aircraft.

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- (c) If models are being flown and there is a risk of infringing the 30-metre separation rule, spotters must be utilised to ensure the pilot flying the model is aware of their position and adjust the flight as required (eg, flying at the extreme limit of our authorisation area).
 - (d) If vehicles are traversing Wenn Road during flying operations, spotters must ensure that pilots remain well clear of the road.
 - (e) Members arriving and leaving the club should be aware of aircraft operations whilst traversing Wenn Road.
 - (f) The pilot must maintain visual line of site of the model aircraft at all times (unless the pilot is operating the model aircraft via FPV in accordance with the MAAA FPV exemption and all relevant MOPS and rules). Model aircraft must not be flown into cloud or fog.
 - (g) Model aircraft must not fly over people, buildings, vehicles, or populous areas.
 - (h) Model aircraft must not be flown or operated in a way that creates a hazard to another aircraft, person, or property.
 - (i) Current membership badges must be carried at all times and displayed whilst flying.
 - (j) Appropriate Permit to Fly documents must be carried at all times & be available for inspection upon request.
 - (k) The active runway is generally defined by the direction of the “Mustang” and may be altered to suit wind conditions at any time. Pilots flying must be made aware of any changes. Preference will be given to the appropriate into wind runway.
 - (l) The required flight envelope is to be in front of the pilot. The exceptions are if the pilot has an observer to ensure that the other strips are not in use (for example high altitude gliders).
 - (m) Additional provisions and Permit to Fly documentation requirements apply to Heavy and Giant Models as per Clause 12 of this document.

10.2 Pilot qualifications

The mandatory requirement for solo flying at P&DARCS by a Member or Visitor is:

- (a) Fixed wing aircraft - a minimum standard of MAAA Bronze Wings or Silver Wings depending in the weight of the aircraft.
- (b) Turbine powered aircraft – must be MAAA Gold Wings endorsed.
- (c) Rotary wing aircraft - a minimum of MAAA Bronze Wings or Silver wings depending in the weight of the aircraft.
- (d) Multi rotor aircraft – a minimum of MAAA Silver wings.

Any person operating at the field, may be requested at any time, to present any MAAA Membership card, and/or Permit to Fly (eg heavy model, turbine etc), in relation to the aero modelling activity which that person is engaged in at the time.

10.3 Safety Considerations

In the interest of safety, the P&DARCS Committee may impose any reasonable limit or conditions on a Member, and their operation of model aircraft at the club.

For example, if it is reasonably determined by the Committee that a pilot's competency or skills may be adversely affected by any circumstance or condition (including being afflicted by any medical condition), the club may impose certain conditions including but not limited to that the pilot must only operate the model on a buddy box or with a competent assistant.

If it has been determined that a Member of the club is not capable of holding a drivers' licence in respect of the operation of a motor vehicle (either temporarily or permanently) due to a medical condition or impairment, the Member must advise the Committee and discuss with the Committee how any relevant impairment may adversely impact their safe operation of a model aircraft.

The club must at all times comply with and observe the requirements of any applicable privacy or anti-discrimination legislation in the application of these procedures.

10.4 Training

P&DARCS undertakes to provide training to all financial members as per the MAAA Wings Program to Gold Wings standard at no cost to the member. As the P&DARCS instructors are volunteers, all training will be done as and when the instructors are available.

Although the club has aircraft and radio equipment available to assist new members and for 'Try before you buy' experience flights, it is expected that the members provide their own training aircraft and radio equipment. Buddy box transmitters can be provided where possible.

Members may make use of paid, commercial instructors, these are to be arranged by the member at their own cost and not through P&DARCS. The member will still be required to undergo a check flight with P&DARCS Instructor to ensure they are familiar with P&DARCS procedures. Commercial instructors need to obtain permission to operate from P&DARCS.

10.4.1 Training – adults

All trainee pilots must:

- (a) be accompanied by a current P&DARCS Instructor.
- (b) The preferred method is to have a 'buddy box' to the instructor's transmitter.
- (c) must be financial members of P&DARCS unless in a grace period prior to joining P&DARCS or signed in as a visitor.

10.4.2 Training – additional points for minors

When minors (under the age of 18) are being trained, the instructor must hold a current Working with Childrens check. Minors must be under the supervision of a parent or guardian.

10.5 P&DARCS Instructors

It is preferred that Members who wish to instruct at the Club be MAAA qualified instructors. Upon request by a Member, the Committee will consider a nomination for them to undertake the next available MAAA Instructors course.

The Committee may also approve a Member (P&DARCS instructor) to provide instructions to other Members if the Committee determines such appointment is appropriate upon recommendation of the P&DARCS CFI. The Committee may revoke such endorsement at any time.

A list of P&DARCS Instructors is available upon request.

10.6 Model start-up

All models shall be started in a safe and responsible manner and only within the designated start-up areas.

All fixed wing aircraft must be suitably restrained by a mechanical device, a suitably anchored tether or persons when starting.

10.7 Pre-flight testing

It is highly recommended that new models belonging to inexperienced fliers that haven't previously been flown have a pre-flight inspection by an experienced club member prior to a maiden flight.

No model shall be flown until its control functions have been checked for direction and freedom of movement and a thorough pre-flight check has been performed.

In accordance with the MAAA MOPS prior to each days flying the pilot must carry out a range check on their radio equipment and confirm correct operation of their fail-safe settings.

10.8 Taxi to and from runways.

No fixed wing model shall be taxied past the runway edges. Models must not be taxied or taken into the pit area with the engine running or batteries connected.

Rotary wing aircraft shall be carried to the flight operation area, runway, or training area prior to hovering and taking off.

10.9 Prohibited areas.

- (a) No model shall be taken off, or launched from, landed in, or flown over the pits, taxiways or driveways.
- (b) Any area advised from time to time by the P&DARCS Committee may be designated as a prohibited area.

10.10 Pilot's positions

No model aircraft shall be flown from any position on the field other than that designated as the pilot's position, except at take-off, when the pilot may stand behind the model aircraft (with agreement from pilots already flying) until it is airborne, after which they shall immediately return to the pilot's position.

10.11 Transmitters

2.4 GHz transmitters are the standard transmitter in use for fixed and rotary winged aircraft.

Transmitters must be turned off when not in use.

Users of non 2.4 GHz transmitters shall use the Transmitter Pound and frequency Keys and comply with the relevant MAAA MOP in relation to these transmitters. P&DARCS strongly recommends that users of non 2.4GHz equipment identify themselves to all other non 2.4 GHz transmitter operators in attendance to mitigate any potential frequency conflicts.

10.12 Pilot to pilot communication.

Pilots shall use the following or similar terminology, to indicate their intentions to other fliers, who, in turn, should acknowledge that they are aware of what is occurring or about to occur.

The notice of intent should be loud, clear, and concise and acknowledged. If the intention is stated but then delayed for any reason, it must be restated before proceeding.

- **'On the strip'** – Person on the runway having first assured it is clear to do so.
- **'Taxiing out'** or **'Taking off'** - Priority is to be given to aircraft on final landing approach or dead stick, or a glider landing.
- **'Low pass from the left/right'** - (low is defined as being less than 4 meters).
- **'Landing'** - Call to be made prior to turning onto final approach and advising if an emergency condition exists. If the proposed landing is different from wind direction, the pilot should notify intentions to others in the pilot's position.
- **'Going around'** - Aborting a landing after calling intention to land.
- **'Dead stick'** or **'Glider landing'** - Emergency landing due to engine failure or no engine. All other fliers to give way.
- **'Clear of the strip'** - A pilot is off the runway.

If a trainee is at the pilot's position and the instructor feels it necessary, the instructor may call for no low passes while the trainee is at the pilot's position.

10.13 Joining active runways

Any pilot joining an active flight line must respect the circuit pattern of aircraft in operation and avoid risks of flying a conflicting direction or pattern. This includes limits to the southern end of the East and West flight lines when the Mustang indicates the Main Runway in service.

10.14 Arming Electric Models

No electric aircraft are to be armed in the pits.

All models shall be armed in a safe and responsible manner and only within the designated start-up areas.

10.15 Glider operational procedures

Ground based glider launching devices shall be used in a position within the flight control area so as not to cause obstruction to other model aircraft.

Bungee launching devices shall be set up at the edge of the runway on the upwind side of the pilot's position to ensure that no flying activity at launch is carried out over any restricted no-fly areas.

Aero tow operations must be done in co-ordination with other pilots and be subject to active runway conditions. All aero tow operations must include a spotter. All tow lines must be retrieved.

10.16 Control line operational procedures

- (a) Proper enclosed footwear to be worn, no flip flops or bare feet.
- (b) Safety wrist straps must be worn at all times whilst flying.
- (c) Perform pull tests before flying.
- (d) Ensure nuts and bolts are tightened before flying.

10.17 Helicopter operational procedures

- (a) P&DARCS helicopter flying can be carried out on any of the designated runways, subject to active runway considerations.
- (b) If all flight lines are operating at the same time, a helicopter pilot shall have a spotter in attendance for the duration of the flight.
- (c) Any F3C or scale flying, requiring the full field, shall be carried out from the normal pilot areas and the field boundaries will apply. Members are to agree for this to take place and common courtesy is encouraged so that all enjoy their flying.

10.18 Hovering of fixed wing aircraft

Hovering of fixed wing aircraft is not permitted when more than one aircraft is flying on the active runway. Hovering is permitted on the non-active cross strips, however priority is given to normal flying activities.

Hovering of fixed wing aircraft must be carried out on the outermost edge of the active runway.

11. Flight Operations – Turbines

11.1 General rules

Gas turbine engines are permitted subject to the following conditions:

- All turbine models must be started in the designated areas while displaying the yellow start up sign.
- All pilots operating a turbine powered model must hold an approved MAAA Gold Wings endorsement.
- A fully operational fire extinguisher and fireman (operator apart from pilot) must be with the pilot at start-up and during flight.
- Gas turbine powered aircraft may not be operated during any designated Fire Restrictions within the area. The P&DARCS Committee may ban operation of gas turbine models at other times if they determine that the prevailing conditions present an unacceptable risk of fire.
- Any turbine model to be operated at the P&DARCS airfield will be limited to a maximum take-off weight (including fuel) of 80kg.
- These Procedures are to be used in conjunction with and in addition to, MAAA Gas Turbine By-laws MOP 030.

11.2 Permission from Committee for Operation of Turbines

Prior to operation of turbine models at the P&DARCS Airfield, pilots and models must be approved by an appropriate P&DARCS Committee member.

In providing any approval the P&DARCS committee member shall have regard to the size and nature of the model, the aptitude of the pilot and any other relevant matters. An approval may be

issued on a temporary basis and revoked or suspended by the P&DARCS Committee at any time. The approval may contain such conditions or restrictions as the committee considers appropriate. These may include height or distance manoeuvre limits.

The Committee may from time to time determine any test or inspection process required to be carried out as part of the approval process.

12. Flight Operations – Heavy and Giant Models (MOP 015)

12.1 General rules

No model with a dry weight of 7 kg or over (Heavy Model) shall be flown unless the operator holds a current Permit to fly issued in accordance with the MAAA MOPs. Heavy and Giant models must have an effective fail-safe setting programmed into the radio. Failsafe settings must be as follows:

- Throttle; low idle.
- Ignition (if relevant); pilots' discretion.
- Elevator; 10% up.
- Rudder; 10% left or right.
- Other control surfaces; pilots' discretion.

Giant Models (model aircraft with a MTOW exceeding 25kg) are permitted subject to the following conditions:

- (a) A pilot must not operate or fly a Giant Model aircraft at the P&DARCS Airfield without obtaining prior written permission from the P&DARCS Committee to do so and be able to present this (or a copy) at the field on the day of flying.

These procedures are to be used in conjunction with and in addition to, MAAA Heavy Model Aircraft Inspection and Operation Procedure MOP 015.

12.2 Additional Requirements for Giant Models

To be flown at P&DARCS, Giant Model aircraft must meet the following requirements:

- (a) models must not be operated above 800 feet AGL.
- (b) all models must be limited to a maximum take off weight of 80 kg.
- (c) failsafe settings for the Giant Model must as per Heavy Model rule 12.1

12.3 Permission from Committee for Giant Models

Prior to operation of Giant Models at the P&DARCS Airfield, pilots and models must be approved by the P&DARCS Committee as described in the MAAA MOP.

In providing any approval the P&DARCS Committee shall have regard to the size and nature of the model, the aptitude of the pilot and any other relevant matters. An approval may be issued on a temporary basis and revoked or suspended by the P&DARCS Committee at any time. The approval may contain such conditions or restrictions as the Committee considers appropriate.

A list of approved operations and models will be available for inspection in the clubhouse.

The Committee may from time to time determine any test or inspection process required to be carried out as part of the approval process.

Pilot must be able to present this (or a copy) at the field on the day of flying.

13. Fire Risk Mitigation

13.1 Restricted Operations

All model aircraft are banned at any time that a fire restriction or ban is issued by the CFA with respect to the Central Fire District. The Committee has authority to restrict operations of any or

all models at any other time if it determines that the prevailing conditions present an unacceptable risk of fire.

13.2 Use of Fire Trolley

The club has taken measures to mitigate the risk of fire including the creation of a fire trolley (including fire extinguishers and fire beaters). The fire trolley is stored close to the main runway.

Before the first flight of the day, members must ensure that access to the fire trolley is unimpeded in case of emergency.

If members have a crash in the outfield that has any potential to result in a fire (ie lipo batteries or turbine etc) members must promptly attend to the crash site with a suitable extinguisher.

Any discharge of the extinguishers must be immediately reported to the P&DARCS Safety Officer.

In the event of an outfield landing or crash that result in fire/smoke, members should give immediate consideration to calling Emergency Services via 000. Do not delay calling until the fire is out of control.

14. Safety Matters – General

14.1 Smoking

Smoking within the clubhouse, pits area and canteen area is not permitted.

14.2 Alcohol or drugs

Subject to the MAAA MOPS no person shall fly any model aircraft while under the influence of alcohol or any drugs of addiction or medication which is likely to impair such a person's ability to control a model aircraft safely.

14.3 Dogs.

Dogs are not permitted within the field unless they are registered service dogs.

14.4 Vehicle speed limit

A speed limit of 25 kph is imposed for all vehicles within P&DARCS's field. This includes all access roads and car parks.

14.5 Clubhouse Rules

No models or fuel containers, unless approved by the Committee are permitted in the clubhouse. Members are required to clean up after themselves once finished in the clubhouse and ensure that plastic chairs are stacked inside once you have finished.

14.6 Locking Up

The last member to leave the flying field is to ensure that the power is turned off, no equipment is left in the open which may be weather damaged or stolen, and that the clubhouse and front gate are locked.

14.7 Children at the club

Children must be supervised at all times by their parents or guardian.

14.8 Storage at the club

No personal equipment or models are to be stored within any of the club buildings. Exceptions can be made for overnight storage during special events at the discretion of the Committee.

14.9 Probationary Member

A person who has joined as a Probationary Member can only fly under the supervision of an approved instructor until they obtain the appropriate wings in the discipline they are flying. These are fixed wing, rotary or rocketry.

14.10 Refuelling models

Refuelling should only be done within pit areas. No models are to be refuelled in Hay Shed or Western charging area.

14.11 Field maintenance

In Accordance with CASA rules, members are not permitted to fly from runways while maintenance is being carried out. A runway is deemed inactive when being mown or maintained. There shall be no flying from or over runways or areas where there are people working on them.

14.12 Multi aircraft

If more than one aircraft is operating on the runway, all flying to be in a rectangular circuit on the active runway.

14.13 Runway operations

If a pilot wishes to fly from a different runway to the active runway (ie, cross strips) they must not encroach on the active runway.

14.14 Engine mufflers

All IC Engines must be fitted with effective muffling, except where there is no silencer stipulated in the engine design (vintage motors only, as defined by Old Timer rules). Any person using these design engines must remove themselves from the general group of members to try and eliminate undue discomfort. If in the opinion of a suitable Committee member a model is too noisy, that Committee member has the right to ground the model until suitable changes have been made.

14.15 Pilot areas

Only pilots and designated helper to stand in pilot area.

14.16 Model speed

Models not to be operated at excessive speed towards the pilot standing area or public viewing areas.

14.17 Ceiling heights

Pilots operating at or near the approved ceiling height may be asked to confirm their height (AGL) by means of an on-board telemetry device.

14.18 Full size operations

Pilots must always be vigilant with regard to full size aircraft operations. You must remain clear of them regardless of the aircraft's intent to fly within the airspace surrounding P&DARCS. Full size aircraft have "right of way" in all circumstances, no exceptions.

14.19 Rocketry

All rocket operations must comply with the relevant MAAA MOP.

14.20 General housekeeping

Members are required to clean up their own areas once you have finished in the Clubhouse. Ensure any utensils or cutlery is cleaned and returned to storage. Members are requested to return the plastic chairs and stack them in the clubhouse once you have finished in an attempt to keep them as clean as possible.

14.21 Live Stock

Members must not approach livestock if they are found to be wandering on the club grounds or runways. Contact a committee member immediately so that the appropriate action can be taken.

15. Public Displays and other events

Public displays and other events (including model flying displays in accordance with Civil Aviation Safety Regulation 101.410) must only be conducted in accordance with any CASA Approvals, MAAA MOPS and Civil Aviation Safety Regulations.

The P&DARCS Committee will be responsible for compliance with all requirements including:

- (a) Appointment of a display director.
- (b) Undertaking appropriate risk assessments and planning to ensure safe operations of the event; and
- (c) Lodging relevant application and obtaining all necessary approvals with respect to the display.
- (d) Ensure a full pilot briefing is conducted which will outline operational procedures and restricted areas.

The P&DARCS Committee must ensure proper management of public access, separation from model operations, and overall safe operations during the event. In particular, the Committee shall consider appropriate controls to be put in place with respect to car parking, pedestrian traffic between display areas, and use of the access road. The Committee must take appropriate steps to ensure that aircraft do not overfly people or vehicles. Mitigation may include use of traffic wardens and appropriate traffic control measures along the access track etc.

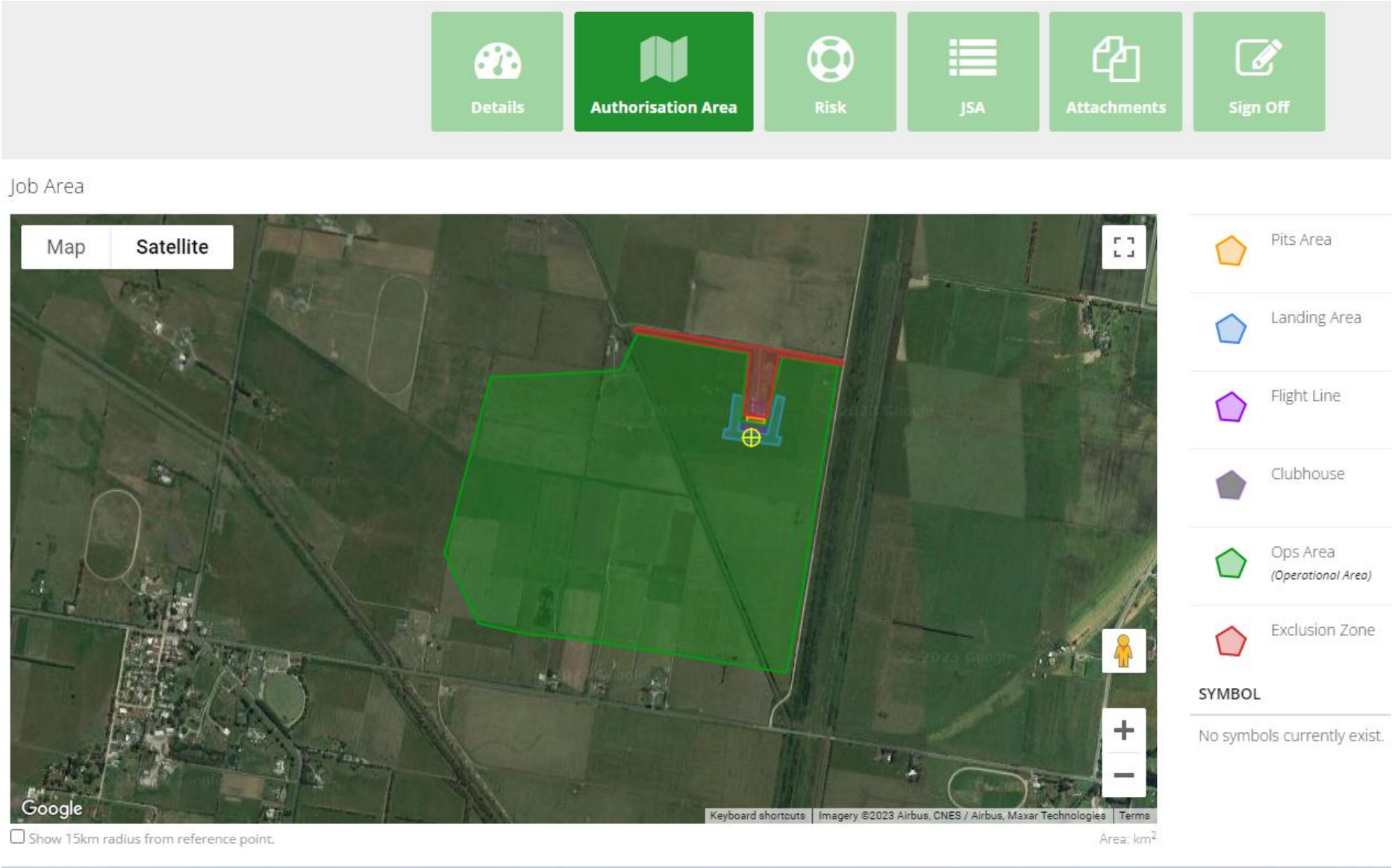
16. Annexures

16.1 Annexure A – Authorisation Areas

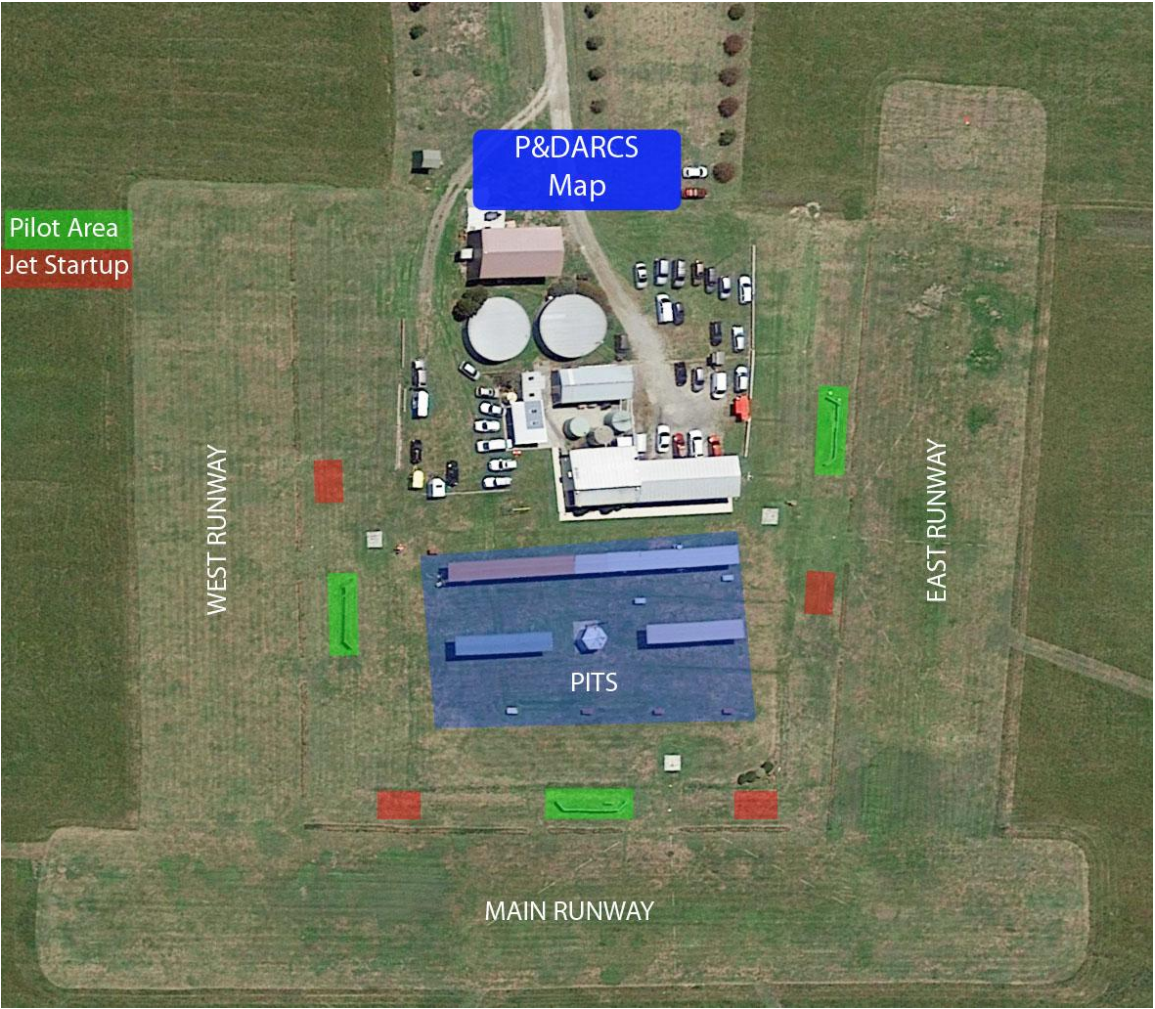
16.2 Annexure B – Pilot Standing Areas

16.3 Annexure C – Control Line Circle

Annexure A – Authorisation Areas



Annexure B – Pilot Standing Areas



Annexure C – Control Line Circle

P&DARCS Control Line Circle is within the area outlined in orange.

