

## ***Penticton Model Airplane Club (PENMAC #230)***

### ***Osoyoos Aerodrome (CBB9) Site Rules 2024***

The following rules package must be available to all RPAS Pilots while operating RPAS at this site, either electronically or in print. Nothing in these rules relieves the RPAS pilot of their individual CAR compliance requirements.

#### Administrative Rules

Club: *Penticton Model Airplane Club (PENMAC) 3230 Zone C*

Location: Osoyoos aerodrome (CBB9), Osoyoos, BC V0H 1V0 (aerodrome center 49 03 73N, -119 49 09W)

Pilot Station Coordinates: 49 02 18.50N, 119 29 38.00W

Contacts: Don Maxted - 250 488 0097 28224, President  
Town of Osoyoos aerodrome operator - 250-495-6515

Conditions for Use - All persons using this modelling site must:

1. be MAAC members in good standing.
2. be members of PENMAC, or an invited guest of PENMAC and
3. agree to follow the MAAC Safety code and all other site rules.

Any MAAC member attending an Event at this site must agree to attend any modeller briefing, or otherwise read and follow all site/Event rules. The Club or site operator is responsible to take reasonable steps to ensure a modeller briefing occurs for each modeller using the site.

1. The contact for the for the Penticton Model Aviation Club President – 250 488 0097
2. The Town of Osoyoos **requires all RPAS pilots to register themselves with the Town**, providing full name, MAAC number and all aircraft registrations they intend to fly at the airport, 48 hours prior to initial flying. This need be done only once unless additional aircraft registrations are added.
3. Members are to be on the lookout for any guests/spectators that show interest in the RC flying by the club at the airport. Guests/Spectators are to be:
  - a. Approached and briefed with all the do's and don'ts related to safety in the pits area, start up area and the flight line.
  - b. Instructed to remain in the spectators area designated and
  - c. They are not permitted to move freely within the pits, start up and flight line areas without accompaniment of a member of the club.
4. No smoking on aerodrome property.

5. ALL cars, whether member or spectator are to be parked in the designated areas, no closer than 30m from the edge of the runway. All areas used by the club are to be kept litter free. All club fixtures are to be removed at the end of a flying session
6. All visiting pilots are to be briefed on the rules to flying at this airport. They are to be given/shown a copy of these Site rules and are to acknowledge their understanding of the rules by signing the “Pilots in Attendance Register”.
7. These site rules will be reviewed annually and updated as necessary by the PENMAC Executive

## Site/event emergency response requirements

**In the event of an emergency, call 9-1-1 - the address for first responders is 10800 BC-3, Osoyoos, BC**

1. Per the agreement with the Town of Osoyoos, there must be one 20lb ABC fire extinguisher on site whenever RPA are operated. Pilots shall place the extinguisher in an open area near the pilot stations or pit area – whichever makes more sense on the day of.
2. There are no events being planned for this site at this time.

## MAAC Approved Modelling Categories

The following categories of MAAC modeling are approved at this site/event. In addition to the MAAC Safety Code, there may be other site-specific rules contained in this document.

Approved Category	Weight/Power Limits	Altitude/operating limits	Rules
mRPAS or RPAS	25kg or less	400'agl	Site rules
Control-Line	<i>Not approved</i>		
Free flight			
Space Models			
Surface Vehicles			

## MAAC Approved Site Add-ons

This site has not been approved for any MAAC “add-ons”. All relevant MAAC rules, policy and SFOC conditions must be adhered to by the site and its users.

Approved Add-on	Weight/Power Limits	Altitude/operating limits	Rules
RPAS Weight	25kg	400'agl	Site rules
RPAS Altitude	25kg	400'agl	
Permanent Event Approval	NOT APPROVED		
RPIC			

## RPAS/Model technical specifications or requirements or restriction

1. mRPAS requirements – mRPAS cannot be registered with Transport Canada. mRPAS are however regulated under CAR900.06 and part VI of the CAR. Compliance with MAAC safety code and these site rules meets those requirements.
2. There are no CAR restrictions on RPA operating below 400'agl or weighing less than 25kgs.
3. This site is in a noise sensitive area and all IC powered models must not be operated before 0900am or after 2100pm (9pm).

## RPAS Pilot/operator qualifications or requirements

1. mRPAS requirements – mRPAS do not require an RPAS operators' certificate. There are no MAAC or CAR age restrictions for mRPAS flight. Compliance with MAAC safety code and these site rules is mandatory.
2. All RPAS pilots using this site must have BASIC RPAS certification.
3. This site recommends all RPAS Pilots have MAAC Wings, however its use is not mandatory. All RPAS Pilots must demonstrate or be known to possess competent RPAS flying skills before using the site. The final authority on who may fly here is at the sole discretion of the Club President. Any pilot observed willfully breaking flight line restrictions, ignoring no-fly zones or any other reckless model operation will be ejected from the site permanently – no second chances.

## CREW qualifications or requirements.

Event crew requirements should be listed in the Event section.

### Visual Observers

1. Visual observers are **mandatory**, and no member shall operate an RPAS unless:
  - a. Any responsible person may act as Visual Observer provided; they are briefed/trained on the following procedures.
  - b. Their sole role is to scan for approaching full scale aircraft – do not watch the RPA.
  - c. There shall be at least one visual observer per flight line who shall stand (no sitting allowed) within shouting distance of any pilot flying.
  - d. Position the VO where they have unobstructed sight lines is important – sitting in the shade beside a camper/structure is not acceptable. Equally they must be situated to have a reasonable communication ability with all pilots/modellers.
  - e. Use visual aids as required – sunglasses, wide brim hats, sunshades, binoculars or similar. If positioned far from pilot stations, provide suitable notification means such as air horns, lights, radios etc.
  - f. The visual observer should use the Club handheld receiver to monitor the ATF 123.2 for CBB9. Use of the radio is optional and shall not be used instead of visual scanning – aircraft without a radio (NORDDO) can use Osoyoos aerodrome.

2. The following ensures a clear command/response protocol is in place – there is no time for debates or confusion. MAAC has adopted the following minimum:
  - a. **MAAC models/RPA shall give way/get out of the way of full-scale aircraft in all circumstances – no exceptions. There is never any onus on full-scale pilots to yield to models – ever.** The issuance of any “RPAS activity” NOTAM at CBB9 has no affect on our responsibility to get out of the way – every time all the time.
  - b. Upon hearing the “AIRPLANE” command or similar, **all pilots shall** descend to as low as altitude as safely possible, and if required land. The goal is to vacate the airspace vertically and then determine if RPA can continue to operate safely. Lateral deconfliction maneuvers are prohibited above 60’AGL.
  - c. Descending to 60’agl (tree top level) is the accepted Transport Canada initial response. Once below 60’, members shall position their models to assure full-scale safety. **Members operating off CBB9 aerodrome accept they may have to intentionally land off field to ensure full scale safety.**
  - d. Upon determining the full-scale aircraft is no longer a threat, the VO or other persons shall yell in a loud clear voice “ALL CLEAR”.
  - e. Thereafter modeling activities may resume as normal.

### **Air Boss – ATC Coordinator**

This site does not require an Air Boss.

### **RPIC – RPAS Pilot in command**

The use of RPIC is not required at this site.

### **Instructors/Demo flights**

1. Any club member may provide a demonstration flight to a non-member provided they are using a “buddy-box” type system where they can take control of the model immediately. Handing the transmitter back and forth is not acceptable.
2. Equally, any member who the club has approved as an Instructor may provide instruction using a similar “buddy-box” system up and until the member is ready to solo. Thereafter the instructor may provide “direct supervision” at their discretion.

### **Spotters**

1. Spotters should be used any time there more than 1 pilot stations in operation. Helper and mechanic use are up to each individual member to decide.

### **Airspace requirements or permissions**

1. This site is in uncontrolled Class G airspace. The nearest controlled airspace vertically starts at 12,500’msl, and laterally is 25nm north (Penticton (CYYF) Class E CZ)
2. No airspace permission is required at this site.

## Adjacent Aerodrome Procedures (within 3nm)

There are no other aerodromes within 3nm of this site, therefore MAAC see and avoid, and these site procedures are deemed adequate for aviation safety.

## Normal RPAS/model operating procedures

**Penticton Model Aviation Club is located on Osoyoos Aerodrome, identifier CBB9, located 2.2kms west of the town of Osoyoos, British Columbia. See the attached diagram.**

**MAAC members conducting modeling activities on an aerodrome shall give way or otherwise immediately get out of the way of all full-scale aircraft and any support equipment or persons – no exceptions.**

No member shall:

- a. Operate any category of model at “night” on this aerodrome.
- b. Add, alter, tamper or interfere in the operation or presence of any aerodrome equipment, including markings on maneuvering area surfaces, lights or markers, signage, windsocks or any other aerodrome infrastructure.
- c. Operate on or park any type of motor vehicle within 30m of an aircraft maneuvering area.
- d. Erect any permanent or semi-permanent obstruction, device or piece of modeling support gear/equipment or apparatus within 30m of any maneuvering surface, unless the object can be immediately removed by the RPAS pilot as he vacates the area.
- e. Leave behind any debris, parts or other objects on or within 30m of a maneuvering area, that could cause potential damage to an aircraft in operation, including but not limited to broken model propeller blades, crash damage or anything else that could damage an aircraft wheel, float or ski, or could otherwise be blown about by slipstream and create projectile damage possibilities.
- f. Fail to immediately report to the aerodrome operator (Town of Osoyoos at 250-495-6213 or [pubworks@osoyoos.ca](mailto:pubworks@osoyoos.ca)) any damage to any aerodrome infrastructure or property caused by the modeling activity.

If using an aviation radio capable of transmitting, no member shall:

- a. Operate such radio except in compliance with ROC and aviation phraseology,
- b. Make any transmission other than for information purposes.
- c. Make any transmission indicating permission or guidance in the operation of a full-scale aircraft.
- d. Activate or deactivate any aerodrome lighting system such as ARCAL.

## Aerodrome Details

1. Osoyoos aerodrome is a temporary home to between 1 and 3 full sized aircraft. Osoyoos has one runway (12/30). There are no hangars at this aerodrome. The following is a summary of the normally expected traffic patterns:
  - a. The private aircraft that usually park at this aerodrome do not have any regular flight patterns to speak of.
  - b. All aircraft movements at the aerodrome are easily seen from our pit area and pilot stations.
  - c. There are no IFR approaches and little to no chance of a straight in approach. Except for NORDO (no radio) aircraft, all local pilots will usually join the circuit by flying across the runway, west to east, before joining the circuit.

- d. There are no aerodrome services, and the aerodrome operator have confirmed no other aircraft use the Airport with any regularity.
  - e. There is no PRO in the CFS for RPAS operations. Our modeling activity is indicated in the CFS entry.
2. Prior to daily operations, at least one member shall check the Aviation NOTAM for CBB9 using either the [NAV CANADA website](#) or RPAS Wilco. They may share the results with other site users either verbally, electronically or in print. Every member is still responsible to ensure they have the latest NOTAM information in some fashion.
3. The MAAC mandated minimum weather conditions to commence or continue MAAC RPAS operations are (you may use Penticton CYYF aviation weather (METAR) available at RPAS Wilco site or NAV CANADA weather portal as an approximation):
- a. no cloud ceiling (BKN or OVC) **estimated** less than 1000' above the site approved altitude, and
  - b. the RPA will be able to remain 500' vertically and 1 sm (statute mile) horizontally clear of any cloud, and
  - c. an **estimated** horizontal visibility of 3sm (5km) or more around the flying area, and
  - d. no other local obscuring conditions (fog, smoke, haze etc.) exist which could make spotting full-scale aircraft difficult.

NOTE – there is no aviation weather available for CBB9 so RPAS pilots may estimate cloud ceilings and visibility, provided they do so in good faith understanding the purpose of weather limits is to ensure we can see approaching full-scale aircraft.

4. MAAC endorses the use of a single shared RPAS Wilco site survey provided:
- a) A new site survey is conducted/checked at least once every 56 days (NAV CANADA schedule), and if there are changes the updated site survey is made available to all members.
  - b) All site survey information is readily available to all RPAS pilots on site (electronically or in print).
  - c) Prior to each flying session, members must check CBB9 aviation NOTAM for critical flight safety information, or changes to airspace or aerodromes. Members may share NOTAM information verbally or in print with other members at the site.
  - d) Members must each visually confirm no changes to site obstructions, local obstacles and that weather conditions stipulated in any MAAC requirements are met.
5. Members shall not operate an RPAS at night at this site. Members shall use the Penticton CYYF Aviation data or Town of Osoyoos weather channel time to determine legal night.
6. There is no maximum limit on the number of airborne RPAS permitted, provided all pilots agree to any additional airborne RPAS that exceed available pilot stations, and those pilots stand near the pilots stations. Pilots may fly in formation provided they agree to do so. Models weighing more than 25kg have not been approved at this site.

7. Normal site set-up areas such as parking, spectator areas, pit, or assembly areas, and start-up/run-up areas including confirmation of the MAAC required buffer distances are outlined in the attached diagrams.
  - a) Our pits and set up/spectator area is located 30/40m east of the runway. All members shall ensure any visitors/spectators are briefed to remain in this area, unless under the direct supervision of a club member.
  - b) The site start up area is immediately east of the pit area. Internal combustion startups are to be performed with aircraft restraints or with a helper holding the model. No model gear other than the ignition battery and electric starter is allowed in the startup area.
  - c) No support equipment whatsoever is allowed on or near the runway. Turbine pilots may take their taxi fuel bladder, control box or any fire extinguisher with them to the runway and then to the pilot station area.
8. Start-up or arming restrictions and procedures are as follows.
  - a) Batteries shall not be connected to electric models unless the model is restrained in the start-up area – no exceptions.
  - b) Gas/glow/turbine models must be restrained and started in the start- up stands or similar, located in the start-up area.
  - c) Do not conduct prolonged tuning if other pilots are flying.
9. The following are the procedures to operate an RPAS from runway 12/30.
  - a. Once your model is started/armed, you may carry it or taxi it to the runway. Before leaving the “pit area” visually scan the apron and sky to ensure no aircraft are near or approaching the runway. Follow our visual observer rules as stipulated below before moving past the apron edge.
  - b. While flying if a full-scale airplane starts up or if you spot or hear an airplane approaching, land immediately. If for whatever reason you do not think you can land safely before the aircraft enters the runway environment, fly east at low level away from the runway and orbit as far out as safely able until the aircraft departs or lands. If need be, intentionally “land” off field away from the runway. By flying at CBB9 you accept that you may need to intentionally destroy your model to ensure full-scale safety.
  - c. **After you land** clear the runway as quickly as safely able. Backtracking on the runway to the pilot stations is permitted. You may taxi or carry your model from the runway back to the startup area – **no taxiing in the pit area**. Ensure you take any support gear with you.
10. The following are the site take-off, approach, landing and recovery procedures:
  - a) Pilots, or their visual observer, shall call out all model movements.
  - b) Hand launching and bungee launching shall be done in agreement with any pilots flying – normally off to one side of the pilot stations/dock.
  - c) Pilots shall take off into the prevailing winds, or otherwise in agreement with all pilots flying.
  - d) **No person shall proceed past abeam the pilot stations without permission of other pilots flying.**

- e) Recovery of RPA that land/crash off the runway but in the flying area will be done in agreement with any pilots flying. Before crossing the runway make sure the visual observer knows you are going there and be extra vigilant for approaching full-scale aircraft. If you spot/hear an approaching aircraft and think you cannot return to the modeling site safely, stay at least 30m clear of the runway until the aircraft lands or departs.

## Non-RPAS Normal Modeling procedures

No other category of model is authorized at Osoyoos aerodrome.

## Emergency procedures

This section is a CAR requirement for all RPAS sites.

Fly-away or lost link.

1. This site is wholly within uncontrolled airspace so there are no fly-away notification requirements.

## Incident or Accident

The MAAC Reportable occurrence policy is the mainstay of our MAAC requirements.

1. If there is any type of near miss or safety concern between a full-scale aircraft, bystander and our RPA/models, **ALL FLYING SHALL** cease immediately. The members involved should fill out a MAAC reportable occurrence report and submit that to MAAC and the Site/Event organizer and follow MAAC policy with the following exceptions.
  - a. If the member(s) involved believe the risk was very minimal, they may complete their own self declaration or risk assessment using the MAAC form. Submit a copy of the form to the Site/Event when able and recall if this involved RPAS you must keep this form for one year (CAR901.49 (2)). Resume flying/modelling when done.
  - b. If the member or Site/Event operators deems the event serious, flying/modeling will not resume until members are given permission by the Site/Event organizers – in writing.
  - c. If there is physical contact between a full-scale aircraft, a bystander, a spectator and a MAAC RPAS – all flying will cease until MAAC confirms you may resume operations.
  - d. This process is for **your** protection.
2. In the event of any normally expected modelling mishap which requires any degree of repair, the model may only be “field repaired” if all normal modelling supplies and tools are present and used in accordance with established modeling practices or manufacturer instructions.
  - a. Any repair other than minor (replacing broken propeller etc.) shall be treated as a maiden flight/operation. Ensure RPAS logbook entries are made.
  - b. Any repair that cannot be fixed at the field, shall only be repaired at the modellers/owners shop or other repair facility. Ensure RPAS logbook entries are made.





Diagrams/maps

# Osoyoos Airport CBB9

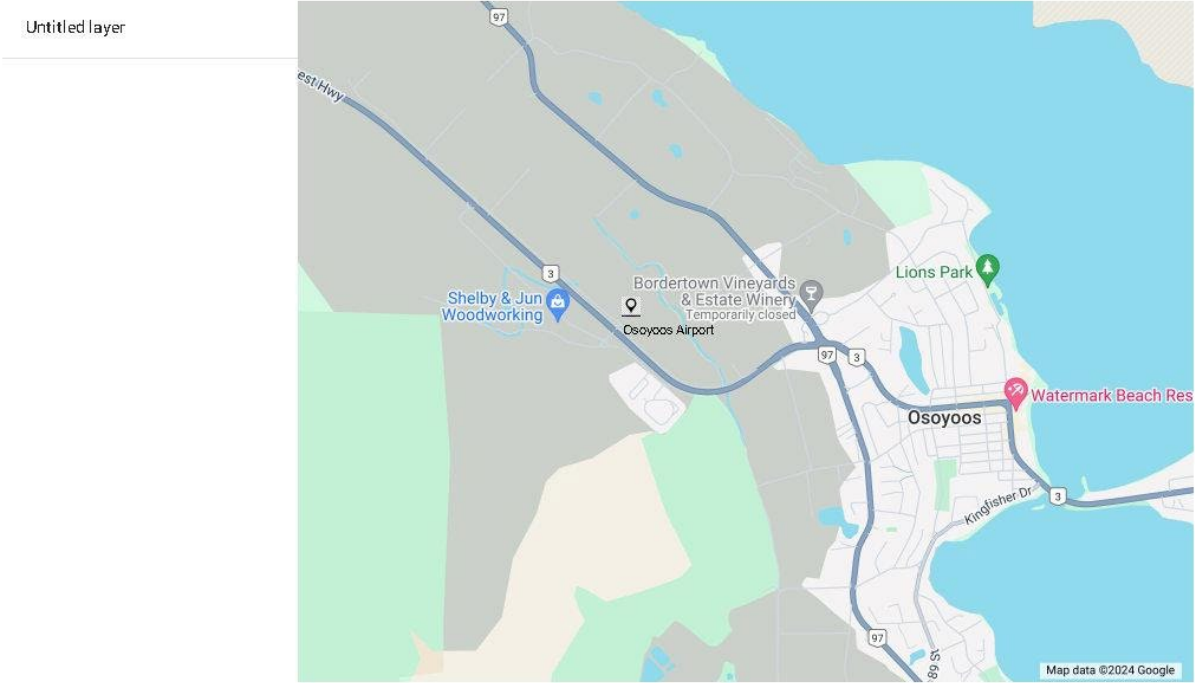
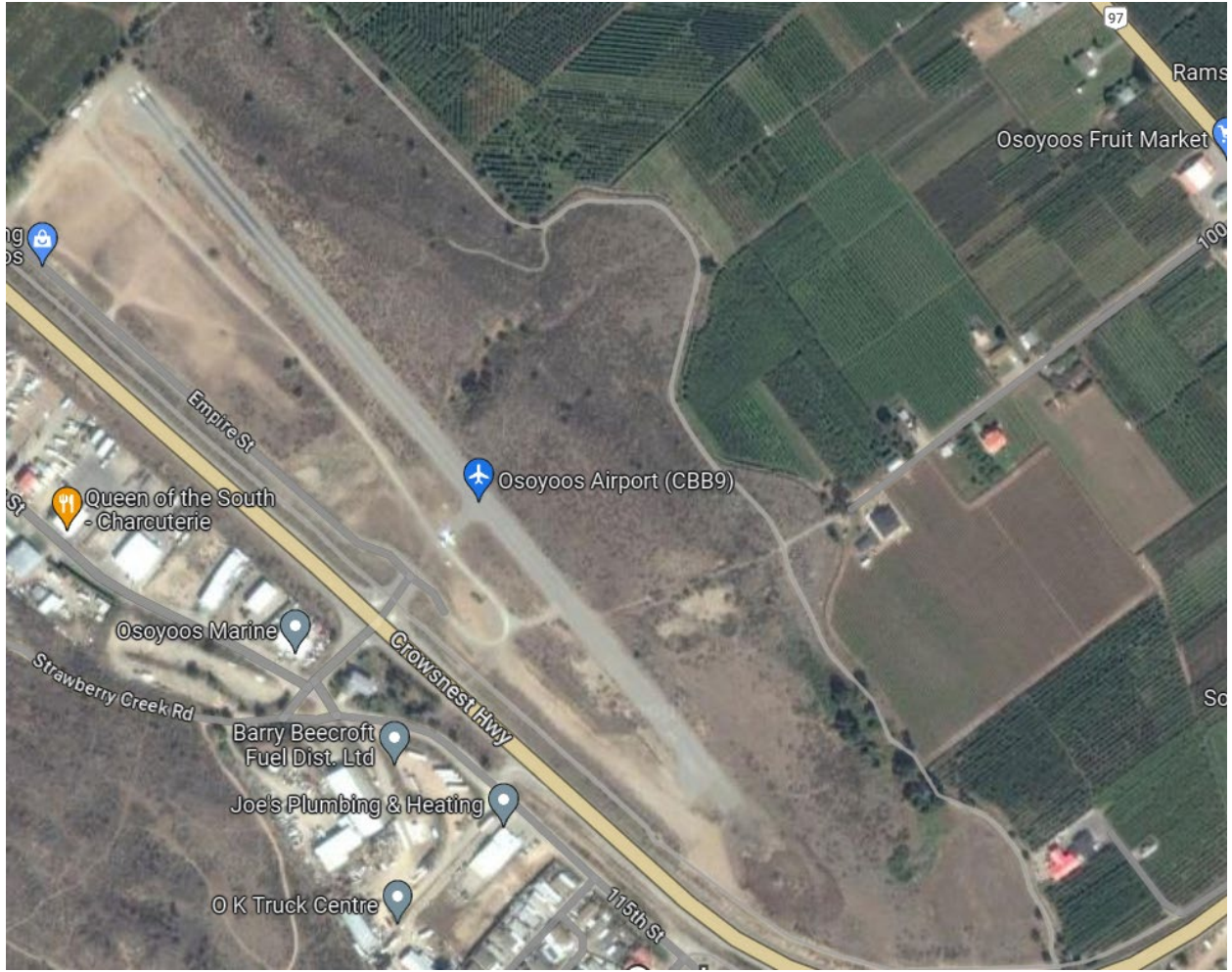
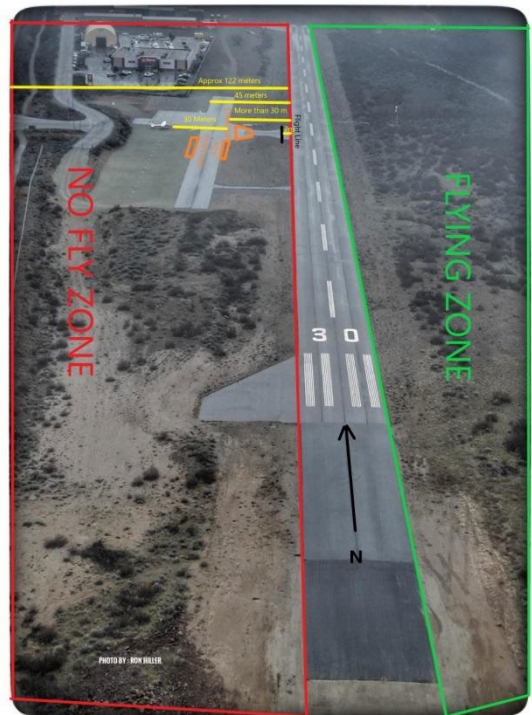


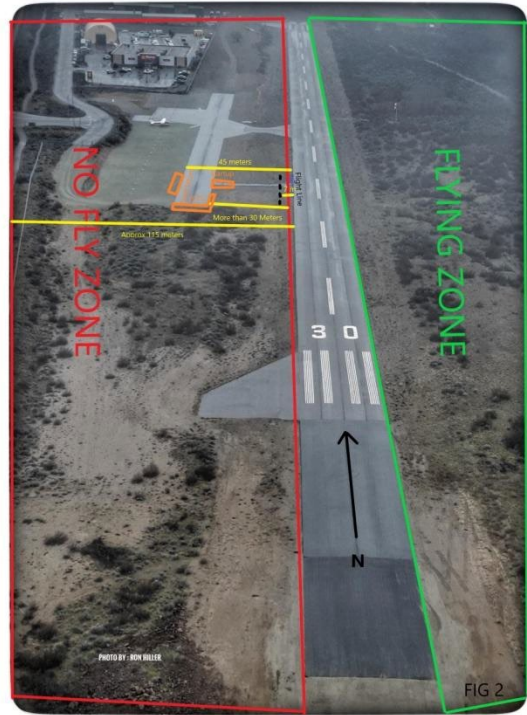
FIG 1



Site Flying area diagram A



Site Flying area diagram B



Airspace MAP – including NAV DRONE Viewer Grid altitudes or lack thereof.



# VFR CIRCUIT PROCEDURES AT UNCONTROLLED AERODROMES

## Communications Requirements

Information can be exchanged with a flight service station (FSS), community aerodrome radio station (CARS), universal communications (UNICOM), or vehicle operators by directed transmissions, or with other aircraft by broadcast transmissions. See the *Transport Canada Aeronautical Information Manual* (TC AIM) RAC 4.5 for the current requirements. It is essential that pilots be aware of other traffic and exchange information when approaching or departing an uncontrolled aerodrome, since some aircraft may be receiver only (RONLY) or no radio (NORDO).

## Standard Left-Hand Pattern

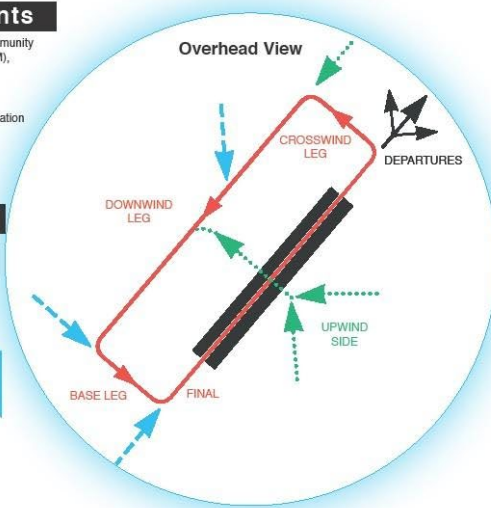
Before arriving at an uncontrolled aerodrome, plan your approach to the circuit. If it is necessary to cross over the aerodrome prior to joining the circuit, or after departure, it is recommended that the crossover be made at least 500 ft above the circuit altitude.

Where designated, a mandatory frequency (MF) or aerodrome traffic frequency (ATF) area is normally a circle with a 5-NM radius, capped at 3 000 ft above aerodrome elevation (AAE). All radio-equipped aircraft must monitor a common designated frequency. At aerodromes that have published instrument approaches, the MF area may be expanded to include the approach area. See the *Canada Flight Supplement* (CFS) for current information.

## Transiting Aircraft

**Overflying Aerodromes** (See TC AIM RAC 5.5)  
Transiting aircraft shall not operate at a height of less than 2 000 ft above an aerodrome.  
[Canadian Aviation Regulation (CAR) 602.96(4)]

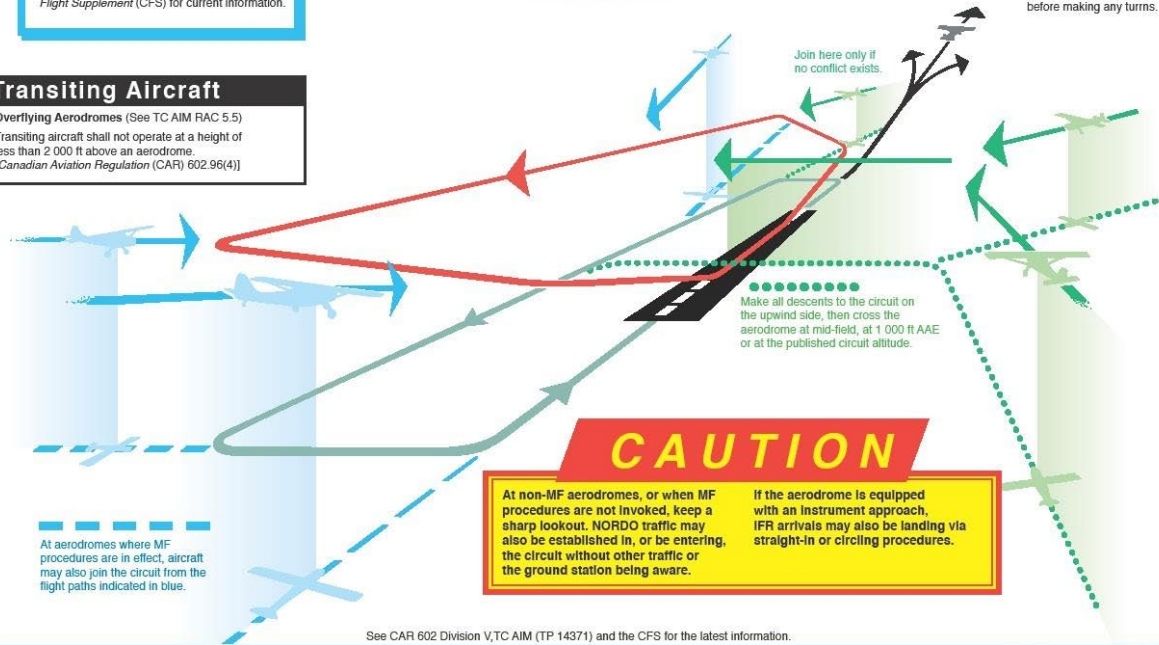
At aerodromes where MF procedures are in effect, aircraft may also join the circuit from the flight paths indicated in blue.



**MF/ATF Communication Procedures** (see TC AIM 4.5.7)  
**Note:** If your aircraft is radio-equipped, it is recommended that the same calls be made at non-MF aerodromes.

- Arrival:** (CAR 602.101)
- Report position, altitude, arrival procedure intentions and estimated time of landing (ETL) at least 5 min prior to entering the area.
  - Maintain a listening watch on the designated frequency.
  - Report when joining the circuit, giving position in the pattern.
  - Report when on the downwind leg, if applicable.
  - Report when established on final.
  - Report when clear of the active runway after landing.
- Operations on manoeuvring area:** (CAR 602.99)
- Report intentions and maintain listening watch prior to entering the manoeuvring area.
- Departure:** (CAR 602.100)
- Report intentions before moving onto take-off surface.
  - Ascertain by radio and by visual observation that no conflict is likely during takeoff.
  - Report departure from aerodrome traffic circuit.
  - Monitor the designated frequency until well clear of the MF/ATF area.
- Circuits:** (CAR 602.102)
- Report when entering the downwind leg.
  - Report, with intentions, when established on final.
  - Report when clear of the active runway after the final landing.

**DEPARTURES**  
Climb to circuit altitude before making any turns.



**CAUTION**

At non-MF aerodromes, or when MF procedures are not invoked, keep a sharp lookout. NORDO traffic may also be established in, or be entering, the circuit without other traffic or the ground station being aware.

If the aerodrome is equipped with an instrument approach, IFR arrivals may also be landing via straight-in or circling procedures.

See CAR 602 Division V, TC AIM (TP 14371) and the CFS for the latest information.

## MAAC SFOC Add-ons

### RPAS Operations Above 400'AGL

This site has not been approved by MAAC to operate RPAS above 400'agl.

### RPAS Operations Above 25kg

This site has not been approved by MAAC to operate RPAS weighing more than 25kg.

### Permanent Event Approval

This site has not received MAAC approval to host events at their discretion. All individual events must receive MAAC approval.

### Event Approval (Permanent or individual)

**If you have any doubts about your event, contact your Zone Director or the SAG directly.**

1. ALL MAAC events that require approval or want MAAC insurance must occur at SOC sites and be approved by MAAC. All outdoor events with operable RPAS must be approved by MAAC.
2. **Outdoor events that are clearly listed as “member-only” events** regardless of reason such as competitions, fun-fly's, fly-in's, airshows, air racing, demonstrations or any other organized gatherings do **not** require MAAC Event SFOC compliance. **All advertising/notice including internal to MAAC must include the following phrase:**

***This event is closed to the public - only MAAC members and crew may attend. Invited guest(s) of a MAAC member are permitted provided they are supervised.***

3. **“Advertised events”** - regardless of what you “named” your event, if your outdoor event includes operable (flying) RPAS **and** is open/advertised to the general public in any fashion, you **must** meet the MAAC SFOC requirements (the SAG will work with clubs on the rules required). All advertising/notice, including internal to MAAC **must** include the following phrase:

***This event is open to the public and all MAAC members, crew, and their invited guests. MAAC Event SFOC compliance is required.***

### Foreign RPAS Pilots (US or other)

MAAC has already obtained Transport Canada approval for foreign RPAS pilots to operate RPAS at our MAAC sites and events (MPPD14 approved July 2023). Foreign pilots simply join MAAC and follow the provisions of MPPD14 (on the website). Also see the RPAS Wilco NOTAM (2024-02).

### Over 400'agl and above 25kg

MAAC is aware of which clubs/sites qualify for above 400'agl and will soon begin to issue approvals site by site, with conditions specified in the rule's packages. Where there are events requesting over 400' or over 25kg, the Event SFOC rules listed above also apply, as well as the “higher and heavier” SFOC requirements.

The following are the normally expected process and rules for an event.

1. The club/event organizers shall:
  - a) Prior to submitting an event approval application, ensure they have read all MAAC policy and have submitted an event package indicating they have complied as best as possible.
  - b) Ensure the site meets all MAAC event organizational and logistic requirements such as signage, parking control, spectator safety barriers, washroom and food provisions, and fire/medical safety requirements commensurate with the expected attendance.
  - c) Ensure the event complies with MAAC event policy and any CAR or SFOC requirements.
  - d) Ensure the MAAC events warning sign is posted for the event.
  - e) Ensure all attending modellers/RPAS pilot are **current MAAC members**.
  - f) Take reasonable steps to ensure all attending modellers/RPAS pilots **receive a briefing** on site or event rules using the MAAC minimum checklist (attached).
  - g) Ensure all follow up actions are completed after the event, most notably any Transport Canada paperwork.
  
2. Any member attending an event shall
  - a) Comply with all CAR, SFOC, MAAC and club/event rules as required.
  - b) Not operate a model or RPAS unless they attend or obtain a pilot briefing.

**PILOT/OPERATOR DAILY BRIEFING CHECKLIST**  
**EVENT NAME/SITE HERE**

**Completed by** \_\_\_\_\_

**Date** \_\_\_\_\_

Once completed, keep a copy of this checklist for one year. MAAC also encourages clubs to scan the completed form and send to their Zone Director. If an item is not pertinent, please tick the “no” box and record the reason or simply write “N/A” in comments.

Administrative			
ITEM	YES	NO	COMMENTS
<p>Welcoming comments and introductions</p> <ul style="list-style-type: none"> <li>• Name of hosting Club and Event</li> <li>• Names and in person introductions of any/all responsible persons. <ul style="list-style-type: none"> <li>○ Event/Contest Director</li> <li>○ Air Boss etc</li> <li>○ Safety officers</li> <li>○ Others</li> </ul> </li> </ul> <p><b>Please ensure all pilots understand who oversees the event or is in charge.</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p><b>IF the Event is operating under the MAAC Event SFOC</b></p> <ul style="list-style-type: none"> <li>• Explain the Transport Canada RPAS pilot sign in sheet.</li> <li>• Provide the location of SFOC copies.</li> <li>• <b>Provide Pilot reminder</b> - CAR compliance is up to each member/pilot – remind them to ensure <b>they</b> met <b>their</b> requirements – the following must be readily available: <ul style="list-style-type: none"> <li>○ Gov issued photo ID.</li> <li>○ RPA certificate of registration</li> <li>○ Pilot certificate and recency docs</li> <li>○ MAAC Safety assurance declarations for each RPA if required.</li> </ul> </li> </ul> <p><b>Clubs and event organizers shall not request or demand to see proof of any TC required Pilot/owner documentation.</b></p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>ALL Pilots/Operators</p> <ul style="list-style-type: none"> <li>• Must be MAAC Members – Clubs/Event organizers <b>may</b> use online member validation tool if need be.</li> <li>• Explain Pilot/operator event Registration process.</li> <li>• Explain Pilot/operator briefing process (latecomers and if multiple day event).</li> <li>• Reminder – CAR compliance is up to each member/pilot – ensure they have been briefed on how to meet all Site requirements. If they are not sure – ASK for help.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>Visiting Foreign Pilots</p> <ul style="list-style-type: none"> <li>• ALL must be MAAC Members – join online if need be.</li> <li>• Other RPAS process explained below</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Housekeeping, guests, and spectators <ul style="list-style-type: none"> <li>• Parking</li> <li>• Limits for guests and spectators.</li> <li>• Washroom/rest facilities</li> <li>• First Aid provisions</li> <li>• Pets/children</li> <li>• Garbage</li> <li>• Weather events and monitoring (wind, approaching storms etc.)</li> <li>• Any other issues necessary</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Event Schedule</b> <ul style="list-style-type: none"> <li>• General schedule of the event</li> <li>• When open flying occurs etc.</li> <li>• If multi-day, follow up or wind-up schedule.</li> <li>• Any awards or closing ceremonies</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Event Emergency provisions</b> <ul style="list-style-type: none"> <li>• On site emergency tools (first aid/fire response)</li> <li>• Who is responsible to initiate response (Fire/Ambulance/Police)</li> <li>• Number to call in case of emergency (911 or #)</li> <li>• Address to use for First Responders.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Airspace Requirements/Permissions</b>			
Airspace type – describe airspace including owner. <ul style="list-style-type: none"> <li>• CBB9 is in Class G uncontrolled = no further action required.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Permitted/prohibited Modelling Categories</b>			
List the model categories allowed at the event. <ul style="list-style-type: none"> <li>• mRPAS and/or RPAS only</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
If an RPAS event, which of the following RPAS “ADD-ONS” are approved for this event. <b>IF not approved</b> , clearly state the limits and above/exceeding is not approved. <ul style="list-style-type: none"> <li>• RPAS Altitude (&gt;400’)</li> <li>• RPAS Weight (&gt;25KG, &lt;35KG)</li> <li>• RPAS Weight and Altitude (&gt;400’ and (&gt;25KG, &lt;35KG)</li> <li>• RPIC (RPAS Pilot in Command – see SOC)</li> <li>• <b>Briefly explain</b> what rules are applicable to the above – or where to find them for the event</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>RPAS/Model Technical Specifications/Restrictions</b>			
Describe any CAR/MAAC/Club specs or restrictions on the type of RPAS/Model to be operated at this event? <ul style="list-style-type: none"> <li>• Size weight propulsion limits/restrictions</li> <li>• Manufacturer declaration as required (controlled/restricted airspace)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>RPAS Pilot/Operator Qualifications</b>			



All modellers MUST be MAAC Members	<input type="checkbox"/>	<input type="checkbox"/>	
This site requires RPAS Basic/RPIC rules (explain as required)	<input type="checkbox"/>	<input type="checkbox"/>	
Describe any Club/Event/SOC specific pilot qualifications (wings, club check-outs etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
Explain Direct supervision/instruction of students for site	<input type="checkbox"/>	<input type="checkbox"/>	
Explain Guests/non-MAAC hands on demonstration flights (buddy-box etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Foreign pilots</b> <ul style="list-style-type: none"> <li>• MAAC membership</li> <li>• Transport Canada Basic RPAS is the minimum (RPIC is site specific in the SOC) – TRUST is not recognized by TC/MAAC</li> <li>• Registration marking requirements – cover any AMA markings – replace with MAAC # and 930433</li> </ul> <b>Clubs and event organizers shall not request or demand to see proof of any TC required Pilot/owner documentation.</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Crew Qualifications and Procedures</b>			
Visual Observer rules for the site/event <ul style="list-style-type: none"> <li>• Qualifications</li> <li>• Training/briefing</li> <li>• Position and any aids.</li> <li>• Responsibilities</li> <li>• Authority and PILOT MANDATORY responses</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
AIR BOSS rules for the site/event <ul style="list-style-type: none"> <li>• Introductions as required.</li> <li>• Responsibilities</li> <li>• Authority and pilot MANDATORY responses</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Spotters/helpers/mechanics <ul style="list-style-type: none"> <li>• When to use</li> <li>• Pilots' responsibility to provide training/briefing.</li> <li>• Responsibilities</li> <li>• Go no-go zones</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Adjacent Aerodrome Procedures (Within 3NM)</b>			
List and describe procedures for all Aerodromes within 3NM of the event? <ul style="list-style-type: none"> <li>• No adjacent aerodromes.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Provide any local full scale flight path information not included in the site survey or readily apparent.	<input type="checkbox"/>	<input type="checkbox"/>	
<b>If this event is on an aerodrome:</b> <ul style="list-style-type: none"> <li>• Describe any <b>additional</b> event rules concerning this aerodrome. (anything not in club rules)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Normal RPAS/Model Operating Procedures</b>			

RPAS WILCO Site Survey location/provision <ul style="list-style-type: none"> <li>• Event NOTAM briefing – daily and by who.</li> <li>• Weather minima determination and briefing for event.</li> <li>• Local obstructions/restrictions briefing for event</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
If night flying is allowed during the event: <ul style="list-style-type: none"> <li>• How/where “night” is defined.</li> <li>• Are there additional procedures for night flying?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Formation flying: <ul style="list-style-type: none"> <li>• List any additional procedures for formation flying.</li> <li>• List any limits on number of airborne models</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Fail-Safe settings on Transmitters <ul style="list-style-type: none"> <li>• <b>fail safe must be functional – remind pilots of settings.</b></li> <li>• Range checks and other checks reminder</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Pits, set up and start up areas. <ul style="list-style-type: none"> <li>• Describe all rules for set up, the pits and start up areas</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Flight line – Flying area – NO FLY Zones – other local concerns <ul style="list-style-type: none"> <li>• Describe the flight line/flying area set up.</li> <li>• Clearly discuss any no-fly zones</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Model operation rules - Describe the club/event rules. <ul style="list-style-type: none"> <li>• taxi out, take off, hand launching, bungees,</li> <li>• circuits, flight priority, mixed types of models, call outs,</li> <li>• recovery of downed models, taxi in and shutdown and any other flying rules</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Emergency RPAS/Model Operating Procedures</b>			
Procedures for lost link or fly away models. <ul style="list-style-type: none"> <li>• Who is responsible for reporting to Airspace Operator?</li> <li>• Any phone numbers to call</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Incident and Accident <b>prevention</b> <ul style="list-style-type: none"> <li>• NO test flying at events.</li> <li>• If model is “questionable” – do not fly!</li> <li>• If airborne and control is in doubt (any reason) intentionally put model down away from people.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures to follow in case of a reportable incident/accident. <ul style="list-style-type: none"> <li>• What you need to report to whom</li> <li>• Serious accidents – <ul style="list-style-type: none"> <li>○ First response – fire and first aid</li> <li>○ Who calls emergency services?</li> <li>○ Flying cessation</li> <li>○ Witness statement collection/ photos/ prohibition on statements.</li> </ul> </li> <li>• COMPLETE Transport Canada or Transportation Safety</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Board Occurrence Reports as required			
Damage/field repairs. <ul style="list-style-type: none"> <li>• Reminder – field repairs require special procedures.</li> <li>• Otherwise use good judgement – no maiden flights at advertised events.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Non-RPAS Normal operating procedures</b>			
<ul style="list-style-type: none"> <li>• Not approved</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Diagrams/Maps</b>			
Explain where the following are located as required. <ul style="list-style-type: none"> <li>• Site Set up diagram.</li> <li>• Site Flying Area</li> <li>• Airspace Map</li> <li>• Adjacent aerodrome map</li> <li>• CFS entries as required.</li> <li>• Any other diagrams/maps</li> <li>• TC traffic pattern map</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>POST EVENT FOLLOW UP</b>			
<ul style="list-style-type: none"> <li>• Event Organizers</li> <li>• Ensure any TC SFOC forms or requirements are submitted properly and on time.</li> <li>• Seek any feedback from participants.</li> <li>• Forward any relevant feedback to MAAC.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**RPAS Event sign in sheet:** This is only required for events operating under the MAAC Event SFOC.

**PARTICIPANT'S STATEMENT/DÉCLARATION DU PARTICIPANT  
ATS-23-24-00050858V2**

DATE of Event / Date de l'événement: \_\_\_\_\_

LOCATION of Event / Lieu de l'événement: \_\_\_\_\_

This is to certify that I have read and thoroughly understand and will comply with all the Conditions of Authorization contained in the SFOC-RPAS - Special Aviation Event issued for : / La présente atteste que j'ai lu, que je comprends bien et que je m'engage à respecter toutes les conditions d'autorisation contenues dans le COAS-SATP - manifestation aéronautique spéciale émis pour :

NAME of Event / Nom de l'événement: \_\_\_\_\_

Pilot Name and TC PC Number/ Nom du pilote et Numéro du PC de TC	MAAC No.	Pilot Signature and date/ Signature du pilote et date
1.		
2.		
3.		
4.		
5.		
6.		
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8.		
10.		
11.		
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13.		
14.		
15.		
<b>Local Special Aviation Event SFOC-RPAS Holder – Responsible person / Event Director</b> <b>Titulaire du COAS-SATP de la Manifestation aéronautique spéciale - Personne responsable / Directeur de l'événement local</b>		
<b>Name/Nom :</b>		<b>Signature :</b>

Use the form multiple times as needed to capture all the participants / Utilisez le formulaire plusieurs fois au besoin pour saisir tous les participants.

The Certificate holder / Responsible Person shall complete a Special Aviation Event Participant's Statement and send it to [TC.SATPCentredexpertise-RPASExpertisecenter.TC@tc.gc.ca](mailto:TC.SATPCentredexpertise-RPASExpertisecenter.TC@tc.gc.ca), within 5 business days following the Special Aviation Event. / Le titulaire du certificat / personne responsable doit remplir une Déclaration des participants à la manifestation aéronautique spéciale, et l'envoyer à l'adresse [TC.SATPCentredexpertise-RPASExpertisecenter.TC@tc.gc.ca](mailto:TC.SATPCentredexpertise-RPASExpertisecenter.TC@tc.gc.ca), dans les 5 jours ouvrables suivant la manifestation

**WARNING!**



**AEROMODELING  
MAY CAUSE  
SERIOUS INJURY!**

**PROCEED AT  
YOUR OWN RISK!**

**AVERTISSEMENT!**

**L'AÉROMODÉLISME  
PEUT CAUSER  
DES BLESSURES GRAVES!**

**PROCÉDEZ À VOS PROPRES  
RISQUES!**