



**THIS SITE IS RESERVED
FOR MODEL AIRCRAFT OPERATION ONLY
NO
UNAUTHORIZED DRONE
PERMITTED**

**MODEL AIRCRAFT OPERATION MAY BE
HAZARDOUS – PROCEED AT OWN RISK**

**PLEASE CONTACT WWW.MAAC.CA FOR
ADDITIONAL INFORMATION**

Club De Radio Commande Aeronautique Specialise En Heli (CRASH)

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 from their individual CAR compliance requirements.

Administrative Rules

Club: Club De Radiocommande Aeronautique Specialise en Heli (CRASH) (#21, Zone N)

Location: 7925 RANG STE HENRIETTE BOSIBRIAND

Pilot Station Coordinates: 45 38' 19.10N, 73 55' 45.40W

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

1. be MAAC members in good standing.
2. be members of CRASH, or an invited guest of CRASH 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. This site is in NAV CANADA Mirabel International Airport (CYMX) Transponder Mandatory Class C control zone as well as the Bell Textron Helicopter restricted airspace volume (CYR 601 Class F controlled special use airspace (SUA)). Unless stated in a NAV DRONE approval, a transponder is **not** required for RPAS operations. Permission requirements are listed below.
2. Flying hours for the club are 24 hours a day, 7 days a week, all year, unless otherwise prohibited. Night flying is only permitted if your RPA is equipped with functioning position/navigation lights per MAAC rules.
3. The club gate MUST always be locked.
4. Guests are welcome and must be invited by a current member in good standing. Furthermore, each guest must read and sign a waiver acknowledging current Club rules. Guests cannot be former Club members unless an event is held. The inviting member is responsible to ensure that his/her guest is briefed on Club rules, procedures, and policies.
5. Spectators are welcome and will remain in the designated spectator area.
6. Members must clearly display their MAAC and Club card on their person.
7. When an event is held, the Club executive is responsible to ensure there are procedures in place to brief all visiting RPAS pilots.
8. All current members must own at least one mRPAS Rotary wing aircraft or one RPAS Rotary wing aircraft, as the primary focus of the Club is operating a R/C Rotary wing aircraft club.

Site/event emergency response requirements

In the event of an emergency, call 911 - the address of Club CRASH is on Rang Ste-Henriette, Boisbriand, Qc, near Chemin de la Côte Nord, immediately north of train track. GPS coordinates: 45.638692, -73.929405.

Or contact nearby emergency Hospitals: Cité de la Santé Hospital, 1755 Blvd René Laennec, 450-668-1010 or Saint-Eustache Hospital, 520 Blvd Arthur-Sauvé, 450-473-6811.

1. The emergency fire extinguisher and first aid kit are in the CRASH clubhouse and accessible to all members in case of fire or injury. In addition, welding gloves are also located in the clubhouse to handle hot or dangerous materials.

2. In case of a gas turbine fire, the fire extinguisher is located inside the CRASH clubhouse. In addition, lipo batteries cannot be charged unattended inside the clubhouse. If in doubt, LiPos are to be charged outside.

3. For all events: It is required that the entrance/exit lane to the site parking area be always kept unobstructed, to facilitate emergency operations.

MAAC Approved Modelling Categories

Only mRPAS and RPAS (rotary wing model aircraft, Fixed wing Model Aircraft or Hybrid) can be flown at the field. Members operating a Rotary Wing Model Aircraft have priority over fixed wing model aircraft or hybrid, on the 3 assigned flights stations. Only when all the 3 assigned flights stations are not used, can a member request permission from other members present to use one flight station to operate his fixed wing model aircraft or hybrid. It is understood that a member operating his fixed wing model aircraft or hybrid will use all the space around the other flight stations to take-off and land. This restriction is for safety purposes.

Approved Category	Weight/Power Limits	Altitude/operating limits	Rules
mRPAS	<i>Less than 250 grams</i>	<i>400'agl</i>	<i>Site Rules</i>
RPAS	<i>25kg or less</i>	<i>400'agl</i>	<i>Site rules</i>
Tethered (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”.

Approved Add-on	Weight/Power Limits	Altitude/operating limits	Rules
RPAS Weight	<i>25kg</i>	<i>400'agl</i>	<i>Site rules</i>
RPAS Altitude	<i>25kg</i>	<i>400'agl</i>	<i>Site rules</i>
RPAS Altitude and Weight	<i>25kg</i>	<i>400'agl</i>	<i>Site rules</i>
Permanent Event Approval	<i>Not approved</i>		
RPIC	<i>Not Approved</i>		

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 meets those requirements.

2. RPAS CAR requirements - **All RPAS must conform to a Manufacturer Declaration/Safety Assurance provisions.** A copy of the MAAC declaration requirements and form are attached to these rules and available on the MAAC website. Each RPAS must be registered with Transport Canada with a Manufacturer Safety Assurance Declaration, either under the MAAC declaration (Model Aircraft, Rotary wing, or Hybrid) or with another established manufacturer (DJI etc.) **and** each RPAS must have the required documentation available (owners user/maintenance “manual”)

RPAS Pilot/operator qualifications or requirements

1. mRPAS - mRPAS do not require an RPAS operators' certificate, however are regulated under CAR900.06 and part VI of the CAR. **There are no MAAC or CAR age restrictions on mRPAS flight.** Compliance with MAAC safety code meets all requirements.
2. RPAS CAR requirements. All RPAS pilots using this site must have **Advanced** RPAS certification or be operating under the MAAC RPIC provisions. RPAS owners/pilots must complete the owner's declaration per MAAC policy.

CREW qualifications or requirements.

1. mRPAS do not require crew.
2. RPAS CAR requirements - A visual observer (VO) is mandatory for all RPAS operations. The VO must possess at least a basic RPAS operators certificate.
3. Event requirements.
 - The Club will assign an Event committee for all events who are responsible to meet Event organizer duties and ensure MAAC, CAR and SFOC compliance as required.
 - The Event committee shall be composed of current club members who hold a basic or advanced licence.
 - Helpers designated by the Event committee can be non-members and do not need to be licensed.

Crew Rules

Visual Observers

1. Visual observers are **mandatory** and no member shall operate an RPAS unless:
 - a. The VO is present and has been briefed or trained on the site/event procedures upon spotting a potential conflict with full-scale aircraft.
 - b. A minimum of one visual observer per flight line is required.
 - c. The VO must not watch the models – their sole role is to scan the surrounding sky for approaching full-scale aircraft.
 - d. Position the VO where they have unobstructed sight lines – 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 VO may be assigned the role of maintaining communication (phone or aviation radio) with NAV CANADA or Bell Helicopter Textron. When they are assigned this role, they have authority to issue stop/cease flying orders to all RPAS pilots.
 - g. The Club CRASH field is not located directly under any published flight paths and aviation radio monitoring is not required at this site.
2. These rules ensure a clear command/response protocol is in place – there is no time for debates or confusion. MAAC has adopted the following minimum RPA pilot responses:
- a. **MAAC RPA give way in all circumstances – no exceptions. There is never any onus on full-scale pilots to yield to models – ever.**
 - b. Upon spotting/hearing or being advised (ATC (NAV or Bell) or otherwise) of any airplane that might pose a hazard with modelling activities, the VO shall yell in a loud clear voice “AIRPLANE”. **If in doubt, issue the warning.**
 - c. For operations in controlled airspace, if the VO or the person monitoring communications with ATC (NAV or Bell) were to yell “AIRPLANE” the response by RPA pilots is expected to be the same.
 - d. Upon hearing this command, all pilots shall descend to as low an 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.
 - e. **Lateral deconfliction maneuvers are prohibited above 60’AGL.** Descending to 60’agl (tree top level) is the accepted Transport Canada initial response.
 - f. 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”.
 - g. Thereafter modelling activities may resume as normal.

Air Boss – ATC Coordinator

This site has not been approved for an Air Boss to communicate with ATC (NAV CANADA/Bell Textron). Each RPAS pilot must obtain NAV DRONE airspace approval independently, however during daily flying sessions, one person may be assigned the role of monitoring all communication devices (phone or aviation radio if required) for ATC communication requirements.

RPIC – RPAS Pilot in command

This site has not been approved for RPIC.

Instructors/Demo flights

- Instructors are assigned by the Club executive and must hold an advanced licence.

- Demo flights: demos are to be done from the central flight station and the other two stations are to be closed for the duration of the flight demo. The start and finish of flight demos are to be announced clearly to all operators.

Spotters

- a separate spotter is needed for each flight station where a RPAS operation is under way.
- spotters must hold at least a basic licence and stand behind the operator for the duration of the RPAS flight operation, as well as follow club site rules.

Airspace requirements or permissions

This site is located in the NAV CANADA Mirabel International Airport (CYMX) transponder mandatory Class C control zone as well as the Bell Helicopter Textron restricted airspace volume (CYR 601 Class F controlled special use airspace (SUA)). ALL RPAS pilots are responsible to comply with the following:

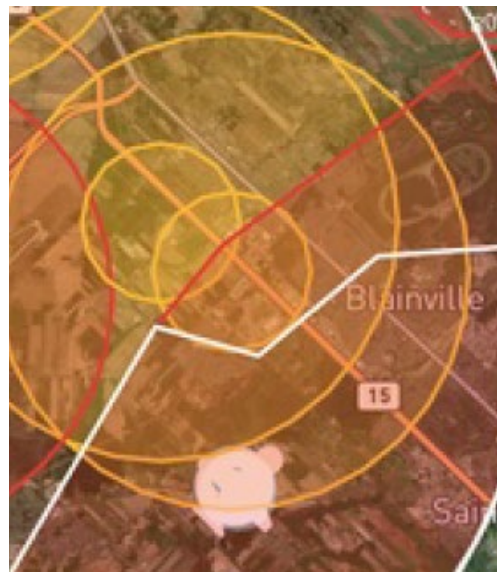
1. mRPAS operation inside controlled airspace cannot use and do not need NAV DRONE for permission.
2. The Club shall provide Bell Textron Canada (Bell Helicopter) with a list of all club members intending to operate RPAS at this site. This list will include member names, pilot RPAS certification number, and the registration numbers of all RPAS. The Club shall ensure this list is updated as required and supply updated information to Bell.
3. Each RPAS pilot **must** obtain an individual NAV DRONE approval for their daily flying session. A tutorial how to use NAV DRONE is available on the NAV CANADA website.
 - a. For clarity, unless specified in the NAV DRONE approval, MAAC declared model aircraft **do not** require a “transponder” or any other onboard ATC identification equipment to operate in Mirabel Intl CZ Xpndr Mandtry Class C transponder airspace.
4. *Until further advised, MAAC members using the MAAC manufacturer declaration shall **not** request altitudes higher than 400’AGL at this site.*
5. Bell Helicopter Textron Permission for operations in CYR601:
 - a. Prior to commencing daily operations, a member must contact Bell Tower (450-437-8039) and advise the start of RPAS operations.
 - b. **If there is no answer the Tower is not open – the members can wait or send an email to bell_tour_de_controle@bellflight.com advising of the RPAS operations (start and expected end time).**
 - c. At the end of the day, the last member must contact Bell Tower (same Tower phone number) and advise operations to have ceased for the day. If there is no answer, send an email to the same address as above.
 - d. IF Bell Helicopter flight operations begin in the CYR(s), Bell Tower will contact the CRASH phone number provided to advise on the operations and potential impact.
 - e. Nothing in these procedures infers any responsibility upon Bell Helicopter. The responsibility to operate RPAS safely and in compliance with the CAR, MAAC SFOC, and MAAC safety code **rests entirely with each MAAC Member.**
6. **Event requirements** – IF an event is held at this site that requires the MAAC SFOC, NAV CANADA and Bell Helicopter must be advised of the event 14 days in advance.
 - a. For NAV CANADA, this should be done via a phone/email conversation with NAV CANADA representatives. MAAC can assist.

- b. For Bell Helicopter, use the tower email address to begin a conversation about approval.

Adjacent Aerodrome Procedures (within 3nm)

There is one aerodrome within 3nm of this site, therefore MAAC requires the following procedures to be in place.

1. The aerodrome name is Montreal (BELL) CSW5 Heliport, 2.79 NM northeast of our field, contact 450-437-8039.
2. There are no CFS procedures or cautions related to RPAS operations, and no published flight paths that could be affected by our RPAS operations.
3. Bell Helicopter has been contacted and they have expressed no issues with our RPAS site.



mRPAS specific operating procedures

1. Per MAAC policy, operating mRPAS inside controlled airspace is only permitted where MAAC has issued an SOC that determines CAR900.06 has been met. The Club CRASH meets those requirements.

NOTE – The MAAC Manufacturer Declaration policy does not permit “drone” operation in controlled airspace. A “drone” is **not** defined by propulsion system (i.e., multi-rotor) but rather whether there is any type of onboard semi-autonomous flight control systems such as “return to home”. All MAAC mRPAS must be flown by the pilot – basic stability gyros or simple stability systems like SAFE are allowed. Please read MAAC policy or contact MAAC for additional information.

2. Members may operate mRPAS at this site without any RPAS pilot certification, registration or additional airspace permission provided the following conditions are met:
 - All mRPAS must be flown in direct control mode only. **“Drones” are prohibited.**
 - **mRPAS pilots must confirm that their models weight less than 250 g ready to fly.**
 - mRPAS do not require a MAAC “manufacturer operations manual” or similar.
 - mRPAS will be operated in accordance with all site and MAAC rules such as honouring the flight line. VO/Spotters are at member discretion. **Members must follow all other site rules for RPAS operations.**
3. NOTE - if a member has obtained NAV DRONE permission to operate an RPAS for a given day/session, they may also fly a mRPAS at any time during or outside the NAV DRONE permission time limits without any further permission.

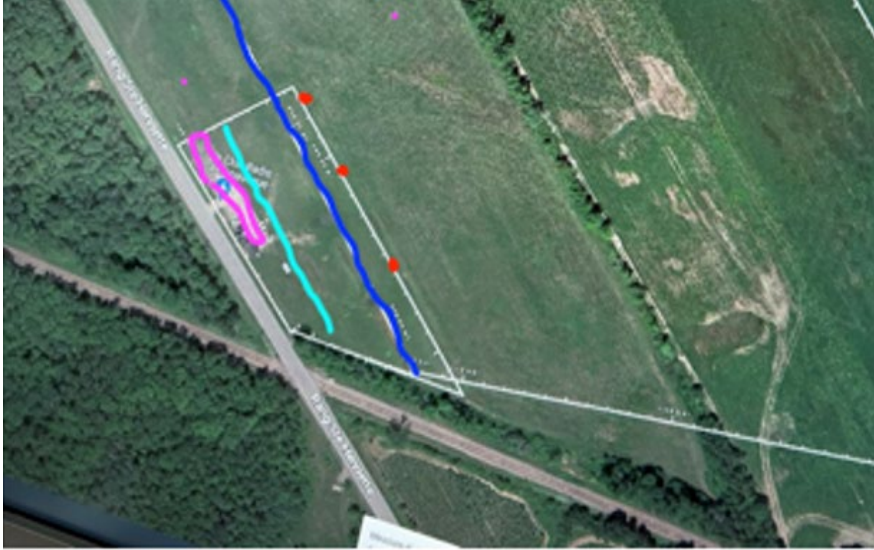
MAAC members conducting mRPAS activities shall give way or otherwise immediately get out of the way of all full-scale aircraft – no exceptions.

Normal RPAS/model operating procedures

1. Prior to daily operations, at least one member shall check the Aviation NOTAM for CYMX 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 personally responsible to ensure they have the latest NOTAM information in some fashion.

2. The MAAC mandated minimum weather conditions to commence or continue MAAC RPAS operations are CYMX METAR:
 - a. no cloud ceiling (BKN 010 or OVC 010) present at 1000'agl or lower and
 - b. the RPA will be able to remain 500' vertically and 1 sm (statute mile) horizontally clear of any cloud, and
 - c. a horizontal visibility of 3sm (5km) or more around the flying area exists, and
 - d. no other local obscuring conditions (fog, smoke, haze etc.) exist which could make spotting full-scale aircraft difficult.
2. 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. This site operates in controlled airspace and RPAS pilots must have a copy of the recent site survey (electronic or in print)
 - c. Prior to each flying session, members must check 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.
3. Members shall not operate an RPAS at night unless it is brightly lit, weighs less than 25kg, and remains below 400'agl. Members shall use the Mirabel airport CYMX or city weather channel time to determine legal night.
4. A maximum of (3) Rotary-Wing Aircrafts are permitted to be flying simultaneously at any given time. Pilots may fly in formation provided they agree to do so.
5. Pilots shall perform a thorough pre-flight check of their equipment at the beginning of each flying day which **must** include a range check and confirmation that fail-safe settings are active (as per MAAC manufacturer declaration).
6. The 3x spool-up/take-off pads (red dots on the attached map), are 10m forward of the flight line, "Persons not associated" (PNA) must remain in the spectator zone 30m from the flight line, behind the rope barrier, traced in green. Parking is in the gravelled area 32m from the flight line, behind the rope barrier, traced in pink. Pilots stand 10m behind their respective spool-up/take-off pad, along the flight line, traced in blue.



Red dots: spool-up/take-off pads

Green line: rope barrier

Blue line: pilot flight line

Pink line: parking outline

7. Start-up, take-off, landing approach, and recovery procedures:

- a. All models will be restrained before being armed or started in the designated spool-up/start-up areas.
- b. Pilots shall take off on the take-off/landing pads, or otherwise in agreement with all pilots flying.
- c. Standing on flying area is not allowed except to take off or to retrieve your aircraft. When flying, pilots must stand at pilot stations.
- d. Pilots shall not fly behind the flight line or in any other designated no-fly zone.
- e. Flying a fixed wing aircraft is only permitted if all pilots present do not object and the other (2) flying stations are closed for the duration of the flight.
- f. Pilots shall make the following verbal call-outs: Take-off, Landing, Loss of control, FLY AWAY!
- g. No person shall proceed past abeam the pilot stations without permission of other pilots flying.
 - a. The recovery of downed models in the flying area shall not be done without the agreement of all pilots flying. No flying directly over the recovery crew. No flying while landscape maintenance is being conducted in the take-off/landing area.

Emergency procedures

Fly-away or lost link.

In case of uncontrolled and sustained RPAS movement (fly-away or uncontrolled flight) outside our flying area in any direction, immediately contact:

- 1 - the Mirabel Intl Air Control Tower at **450-476-3141** (emergency # only) and advise of the situation and direction of fly-away. Also see instructions on the NAV DRONE approval form.
- 2 – Bell Tower at 450-437-8039 and advise of the situation and direction of fly-away.

NOTE – this process is not required for crashes or minor deviations immediately outside the flying area – see reporting requirements or CAR901.49. If the transgression is of very short duration and the model returns to our flying area, do NOT call Mirabel Intl/Bell Control Tower.

Incident Accident

1. If there is any type of near miss or safety concern between a full-scale aircraft, bystander and our RPA/models, **ALL FLYING/MODELLING 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/modelling 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/model – all flying/modelling will cease until MAAC confirms you may resume operations.
 - d. This process is for **your** protection.

Model damage/repair protocol.

1. 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 modelling practices or manufacturer instructions.
 - i. Any repair other than minor (replacing broken propeller etc.) shall be treated as a maiden flight/operation. Ensure RPAS logbook entries are made.
 - ii. 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.

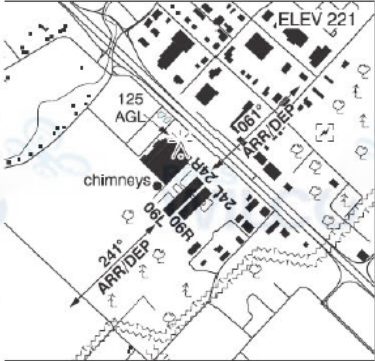


MAPS and diagrams



MONTREAL (BELL) QC (Heli)

CSW5

REF	N45 41 06 W73 55 52 15°W (2013) UTC-5(4) Elev 221' VTA A5002	
OPR	Bell Helicopter Textron 450-437-8039 Reg PPR	
PF	A-1 C-2,3,4	
FLT PLN	(bil)	
FIC	Québec 866-GOMÉTÉO or 866-WXBRIEF (Toll free within Canada) or 866-541-4105 (Toll free within Canada & USA)	
ACC	514-633-3211	
SERVICES		
ARFF	CAT 3	
HELI DATA	FATO/TLOF 06L(061°)/24R(241°) 1000' x 100' ASPH Day use only FATO/TLOF 06R(061°)/24L(241°) 800' x 100' ASPH Day use only FATO/TLOF 92' x 92' ASPH Safety area 100' x 100' Day use only Max heli overall length 61'	
LIGHTING	FH (apron)	
COMM	(bil)	
RADIO	Mirabel 119.1 (E) 03-11Z†	
TWR	Mirabel 119.1 (E) 11-03Z†	
A/G	Tour de Bell 130.25 382.6 1200-2230Z†	
PRO	White X markings affixed to lengthened FATOs are used as target point for autorotation maneuvers. Clnc rqrd to penetrate in CYR601, CYR624 and CYR631. See Montreal Intl (Mirabel) VTPC.	
CAUTION	Double set high voltage P-lines aprx 1550' S and SE of heli aprx 410 ASL (190 AGL). Southern P-line marked. Two lgtd roof-top antennas on main bldg aprx 346 ASL (125 AGL).	

CLUB CRASH Pilot CHECKLIST

PRE-flight:

- Weather - No Icing forecasted. Winds and temperatures are within aircraft operating manual limits and your pilot skills.
- Aircraft Operating Manual.
- Website – <https://weather.gc.ca/canada> or <https://plan.navcanada.ca>
- NAV DRONE app Flight authorization.
- Bell Helicopter notified

On The Field:

- RPAS Wilco Site Survey – On site.
- CHECK - Persons not associated with the operation (PNA). PNA are anyone you don't know, including dog walkers, Bikers etc.
- Open Field Box - Make readily accessible the medical kit and fire ext.
- Ensure the following documents are present: Club Membership card, and MAAC card.

Before Takeoff:

- Establish communication protocol with the Visual Observer. (See VO briefing).
- Airframe inspection and fuel/battery endurance determination.
- Fail-Safe Check – Mandatory, first flight of the day.
- Range Check – Mandatory, first flight of the day (See manufacturer owner's manual).
- Helipad station damage inspection or runway damage inspection.

Take-Off:

- Taxi/carry model to take off point – communicate with other pilots *"on the runway"*.
- Determine free area, allow other pilots to know you are about to take-off
- Communicate with flying pilots. *"Taking Off"* PNA - 100' horizontal.

Circuit:

- Height – Max 400' AGL.
- *"Traffic"*- Dive immediately to 60' AGL. Assess full scale traffic heading and altitude – Turn 90 degrees – Do not cross flight lines!

Approach:

- *Observe 100' PNA. "Landing"*

MAAC Add-ons

RPAS Operations Above 400'AGL

Not approved

RPAS Operations Above 25kg

Not approved

RPAS Operations Above 400'AGL and Above 25kg

Not approved

Event Approval (Permanent or individual)

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

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 spectator warning signs are present.
 - e) Ensure all attending modellers/RPAS pilot are current MAAC members.
 - f) Ensure all attending modellers/RPAS pilots receive a briefing on site or event rules using the MAAC minimum checklist.
 - 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"> Name of hosting Club and Event Names and in person introductions of any/all responsible persons. <ul style="list-style-type: none"> Event/Contest Director Air Boss etc Safety officers Others <p>Please ensure all pilots understand who oversees the event or is in charge.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>IF the Event is operating under the MAAC Event SFOC</p> <ul style="list-style-type: none"> Explain the Transport Canada RPAS pilot sign in sheet. Provide the location of SFOC copies. Provide Pilot reminder - CAR compliance is up to each member/pilot – remind them to ensure they met their requirements – the following must be readily available: <ul style="list-style-type: none"> Gov issued photo ID. RPA certificate of registration Pilot certificate and recency docs MAAC Safety assurance declarations for each RPA if required. <p>Clubs and event organizers shall not request or demand to see proof of any TC required Pilot/owner documentation.</p>			
<p>ALL Pilots/Operators</p> <ul style="list-style-type: none"> Must be MAAC Members – Clubs/Event organizers may use online member validation tool if need be. Explain Pilot/operator event Registration process. Explain Pilot/operator briefing process (latecomers and if multiple day event). Reminder – CAR compliance is up to each member/pilot – ensure they have been briefed 	<input type="checkbox"/>	<input type="checkbox"/>	

on how to meet all Site requirements. If they are not sure – ASK for help.			
Visiting Foreign Pilots <ul style="list-style-type: none"> • ALL must be MAAC Members – join online if need be. • Other RPAS process explained below 	<input type="checkbox"/>	<input type="checkbox"/>	
Housekeeping, guests, and spectators <ul style="list-style-type: none"> • Parking • Limits for guests and spectators. • Washroom/rest facilities • First Aid provisions • Pets/children • Garbage • Weather events and monitoring (wind, approaching storms etc) • Any other issues necessary 	<input type="checkbox"/>	<input type="checkbox"/>	
Event Schedule <ul style="list-style-type: none"> • General schedule of the event • When open flying occurs etc • If multi-day, follow up or wind-up schedule. • Any awards or closing ceremonies 	<input type="checkbox"/>	<input type="checkbox"/>	
Event Emergency provisions <ul style="list-style-type: none"> • On site emergency tools (first aid/fire response) • Who is responsible to initiate response (Fire/Ambulance/Police) • Number to call in case of emergency (911 or #) • Address to use for First Responders. 	<input type="checkbox"/>	<input type="checkbox"/>	
Airspace Requirements/Permissions			
Airspace type – describe airspace including owner. <ul style="list-style-type: none"> • If Class G uncontrolled = no further action required. • If controlled/restricted airspace <ul style="list-style-type: none"> ○ Who/How to obtain permission from Airspace Authority. ○ ATC suspension/shut down protocols. <ul style="list-style-type: none"> • ED/CD or Air Boss? • Visual Observer call out – if they say stop flying, we stop flying. 	<input type="checkbox"/>	<input type="checkbox"/>	
Permitted/prohibited Modelling Categories			
List the model categories allowed at the event. <ul style="list-style-type: none"> • mRPAS and/or RPAS • Tethered/Control Line • Free Flight • Space • Surface (cars/trucks/boats) 	<input type="checkbox"/>	<input type="checkbox"/>	

<p>If an RPAS event, which of the following RPAS “ADD-ONS” are approved for this event. IF not approved, clearly state the limits and above/exceeding is not approved.</p> <ul style="list-style-type: none"> • RPAS Altitude (>400’) • RPAS Weight (>25KG, <35KG) • RPAS Weight and Altitude (>400’ and (>25KG, <35KG) • RPIC (RPAS Pilot in Command – see SOC) • <u>Briefly explain</u> what rules are applicable to the above – or where to find them for the event 	<input type="checkbox"/>	<input type="checkbox"/>	
RPAS/Model Technical Specifications/Restrictions			
<p>Describe any CAR/MAAC/Club specs or restrictions on the type of RPAS/Model to be operated at this event?</p> <ul style="list-style-type: none"> • Size weight propulsion limits/restrictions • Manufacturer declaration as required (controlled/restricted airspace) 	<input type="checkbox"/>	<input type="checkbox"/>	
RPAS Pilot/Operator Qualifications			
All modellers MUST be MAAC Members	<input type="checkbox"/>	<input type="checkbox"/>	
This site requires RPAS Basic/Advanced/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"/>	
<p>Foreign pilots</p> <ul style="list-style-type: none"> • MAAC membership • Transport Canada Basic RPAS is the minimum (RPIC is site specific in the SOC) – TRUST is not recognized by TC/MAAC • Registration marking requirements – cover any AMA markings – replace with MAAC # and 930433 <p>Clubs and event organizers shall not request or demand to see proof of any TC required Pilot/owner documentation.</p>			
Crew Qualifications and Procedures			
<p>Visual Observer rules for the site/event</p> <ul style="list-style-type: none"> • Qualifications • Training/briefing • Position and any aids. • Responsibilities • Authority and PILOT MANDATORY responses 	<input type="checkbox"/>	<input type="checkbox"/>	
<p>AIR BOSS rules for the site/event</p> <ul style="list-style-type: none"> • Introductions as required. • Responsibilities 	<input type="checkbox"/>	<input type="checkbox"/>	

<ul style="list-style-type: none"> Authority and pilot MANDATORY responses 			
Spotters/helpers/mechanics <ul style="list-style-type: none"> When to use Pilots' responsibility to provide training/briefing. Responsibilities Go no-go zones 	<input type="checkbox"/>	<input type="checkbox"/>	
Adjacent Aerodrome Procedures (Within 3NM)			
List and describe procedures for all Aerodromes within 3NM of the event? <ul style="list-style-type: none"> Describe any additional event rules concerning these aerodromes. 	<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"/>	
If this event is on an aerodrome: <ul style="list-style-type: none"> Describe any additional event rules concerning this aerodrome. (anything not in club rules) 	<input type="checkbox"/>	<input type="checkbox"/>	
Normal RPAS/Model Operating Procedures			
RPAS WILCO Site Survey location/provision <ul style="list-style-type: none"> Event NOTAM briefing – daily and by who. Weather minima determination and briefing for event. Local obstructions/restrictions briefing for event 	<input type="checkbox"/>	<input type="checkbox"/>	
If night flying is allowed during the event: <ul style="list-style-type: none"> How/where “night” is defined. Are there additional procedures for night flying? 	<input type="checkbox"/>	<input type="checkbox"/>	
Formation flying: <ul style="list-style-type: none"> List any additional procedures for formation flying. List any limits on number of airborne models 	<input type="checkbox"/>	<input type="checkbox"/>	
Fail-Safe settings on Transmitters <ul style="list-style-type: none"> If in controlled/restricted airspace fail safe must be functional – remind pilots of settings. Range checks and other checks reminder 	<input type="checkbox"/>	<input type="checkbox"/>	
Pits, set up and start up areas. <ul style="list-style-type: none"> Describe all rules for set up, the pits and start up areas 	<input type="checkbox"/>	<input type="checkbox"/>	
Flight line – Flying area – NO FLY Zones – other local concerns <ul style="list-style-type: none"> Describe the flight line/flying area set up. Clearly discuss any no-fly zones 	<input type="checkbox"/>	<input type="checkbox"/>	
Model operation rules - Describe the club/event rules. <ul style="list-style-type: none"> taxi out, take off, hand launching, bungees, circuits, flight priority, mixed types of models, call outs, recovery of downed models, taxi in and shutdown and any other flying rules 	<input type="checkbox"/>	<input type="checkbox"/>	

Emergency RPAS/Model Operating Procedures			
Procedures for lost link or fly away models. <ul style="list-style-type: none"> Who is responsible for reporting to Airspace Operator? Any phone numbers to call 	<input type="checkbox"/>	<input type="checkbox"/>	
Incident and Accident prevention <ul style="list-style-type: none"> NO test flying at events. If model is “questionable” – do not fly! If airborne and control is in doubt (any reason) intentionally put model down away from people. 	<input type="checkbox"/>	<input type="checkbox"/>	
Procedures to follow in case of a reportable incident/accident. <ul style="list-style-type: none"> What you need to report to whom Serious accidents – <ul style="list-style-type: none"> First response – fire and first aid Who calls emergency services? Flying cessation Witness statement collection/ photos/ prohibition on statements. COMPLETE Transport Canada or Transportation Safety Board Occurrence Reports as required 	<input type="checkbox"/>	<input type="checkbox"/>	
Damage/field repairs. <ul style="list-style-type: none"> Reminder – if RPAS are operating under the MAAC Safety Assurance Declaration (controlled airspace, above 400', 25kg+) field repairs require special procedures. Otherwise use good judgement – no maiden flights at advertised events. 			
Non-RPAS Normal operating procedures			
Are there any procedures for Non-RPAS models and explain as need be? <ul style="list-style-type: none"> Tethered/Control Line Free Flight Space Surface 	<input type="checkbox"/>	<input type="checkbox"/>	
Diagrams/Maps			
Explain where the following are located as required. <ul style="list-style-type: none"> Site Set up diagram. Site Flying Area Airspace Map Adjacent aerodrome map CFS entries as required. Any other diagrams/maps TC traffic pattern map 	<input type="checkbox"/>	<input type="checkbox"/>	
POST EVENT FOLLOW UP			

<ul style="list-style-type: none">• Event Organizers• Ensure any TC SFOC forms or requirements are submitted properly and on time.• Seek any feedback from participants.• Forward any relevant feedback to MAAC.	<input type="checkbox"/>	<input type="checkbox"/>	
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MAAC Manufacturer Declaration requirements

Please refer to the full policy for additional information. The following are the core requirements of the policy that enable MAAC operation in controlled airspace.

To be eligible to be classified as meeting the “MAAC RPAS Manufacturer Declaration”, the RPAS must meet the following technical requirements:

- a. The RPA must not weigh more than 25kg ready to fly (SFOC are not permitted),
- b. The RPA must be of a type, quality and construction or assembly method consistent with the commonly accepted definition of “model aircraft” in North America, wherein the MAAC member, using the MAAC safety code and processes, is responsible for any portion of construction or final flight ready assembly. See MAAC policy for a detailed description of the types of acceptable MAAC RPAS/model aircraft and their classifications.
- c. The control system and components must be of a type, and quality meeting Industry Canada approval and otherwise meet MAAC Safety Code and commonly accepted modelling and model industry standards for radio control installation and operation.
- d. The RPAS must not contain any type of “Human-on-the-loop” or other computer control in the control system. For clarity, deactivation, or temporary disabling of any such system is not acceptable – these types of control systems must not be present in the system.
- e. RPA operating in controlled airspace up to 400’AGL, MAAC VLOS meets CAR922.04 requirements provided the RPAS pilot operates in accordance with MAAC VLOS.
- f. The RPA must have performance capability to descend from the maximum altitude approved by the controlling agency to 60’AGL at a rate of 700 feet per minute or greater.
- g. The RPA or RPAS must have an operable “flight termination” system or design criteria that can be reasonably expected to terminate the flight with minimal delay in the event of a control link failure.
- h. If intended to be flown at night, or if required by the controlling agency during the day, the RPA must have a functioning lighting system to ensure MAAC VLOS requirements are met or to provide enhanced visual detection for full-scale pilots.

Prior to RPAS operation under the “MAAC RPAS Manufacturer Declaration”, the **RPAS pilot shall ensure the RPAS owner** has documentation available at the site/event for each RPA which contains the following information. This may be in electronic or printed format however MAAC highly recommends this information be included in the RPA logbook, either as a separate page entry, an addendum, or as a package of info

- a. RPA Make or manufacturer name,
- b. Model – the specific RPA model designation including the bound/used transmitter.
- c. The RPA category (MAAC Model Aircraft, MAAC Rotary Wing, MAAC Hybrid)
- d. The RPA maintenance program that includes:
 - i. instructions related to servicing and maintaining the RPA and control system,
 - ii. An inspection program to maintain system readiness.
- e. Any weight limits or center of gravity concerns or related special requirements.
- f. Any RPA design features such as limitations on speed, altitude, or operational restrictions,
- g. Any foreseeable weather conditions or limitations affecting RPAS operation,
- h. Any special or unique features of the system that could result in severe injury to crew members during operation.
- i. Any special or unique design features of the system, and the operating procedures, that are intended to protect against injury any person not involved in the operation,

- j. Any warning information provided to the pilot notifying any degraded system performance,
- k. Any special or procedures for operating in normal or emergency conditions,
- l. Any special assembly, adjustment, or post flight inspection requirements, and
- m. Any available manuals or component operating instructions.
- n. The above records shall be kept by the owner, and any subsequent MAAC owner for the life of the RPAS, or until two years after the RPAS is withdrawn from service and de-registered.

To operate a RPAS under the “MAAC RPAS Manufacturer Declaration”, the **RPAS pilot shall** ensure the following requirements are met:

- a. All other relevant sections of the CAR are met,
- b. The RPAS is operated in compliance with the MAAC Safety Code and any category specific rules or requirements.
- c. The RPAS meets the technical requirements of MAAC policy,
- d. The RPAS shall not be operated in any mode other than “direct manual control”
- e. The pilot shall not operate more than one RPAS at a time.
- f. The pilot shall not operate the RPA unless any equipped onboard flight termination system is operable,
- g. The RPA shall not be operated within 30 meters of any bystander or spectator, under any circumstances and **regardless of altitude**.
- h. The pilot shall not operate an RPAS unless at least one visual observer is present Note, unless required by the controlling agency or stipulated in the site SOC, mRPAS do not require a visual observer.
- i. The RPAS shall not be operated in any weather condition, near terrain or any other condition which could:
 - i. reduce or negate visual detection of approaching full scale aircraft or bystanders,
 - ii. interfere with radio control link range or clarity of reception or
 - iii. negatively affect the performance of the RPA or the control system where safety of operation could be compromised.
- j. The pilot shall only operate a RPA of a type, size or performance capability that can realistically be expected to maintain controlled flight within the lateral and vertical flying area confines specified in the SOC or by the controlling agency,
- k. The RPAS pilot shall report to MAAC without delay any defect, flaw or equipment performance issue that negatively affected meeting any of the technical or operational requirements of this policy.
 - i. The RPAS shall not be operated again under this declaration until both MAAC and the RPAS pilot/owner have investigated and agree the noted deficiency has been rectified.
 - ii. Members shall use the MAAC Reportable Occurrence form and MAAC shall respond in writing. Any such record shall be kept for two years from the date of the agreement to cause and remedy.
 - iii. The above records shall be kept by the owner, and any subsequent MAAC owner for the life of the RPAS, or until two years after the RPAS is withdrawn from service and de-registered.

MAAC RPAS Manufacturers Declaration – Owners Declaration

Owner Name and MAAC # _____

Date of initial declaration _____

RPA Make or manufacturer name _____

RPA Model _____ Transmitter _____

RPA category ☐ MAAC Model Aircraft (Fixed wing) ☐ MAAC Rotorcraft ☐ MAAC Hybrid

List any instructions related to servicing and maintaining the RPA and control system.

List any inspection program to maintain system readiness.

List any weight limits or center of gravity concerns or related special requirements.

List RPA design features such as limitations on speed, altitude, or operational restrictions

Specify Weather conditions or limitations affecting RPAS operation,

List Special or unique features of the system that could result in severe injury to crew members during operation.

List Special or unique design features of the system, and the operating procedures, that are intended to protect against injury any person not involved in the operation,

Specify Warning information notifying any degraded system performance,

List Special or procedures for operating in normal or emergency conditions,

List Special assembly, adjustment, or post flight inspection requirements.

Describe availability of manuals or component operating instructions.

Owner Name

Signature

Date

WARNING!



**AEROMODELING
MAY CAUSE
SERIOUS INJURY!**

**PROCEED AT
YOUR OWN RISK!**

AVERTISSEMENT!

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

**PROCÉDEZ À VOS PROPRES
RISQUES!**