



POLICY NAME	SAFA Policy on Members	POLICY NO.	16
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SAFA Policy on Members

under

Sports Aviation Federation of Australia Constitution

1. Introduction

This policy is titled the *SAFA Policy on Members*. It incorporates and supersedes previous policies.

8. Policy on Membership Types, &

11. Policy on Life Members.

It is made pursuant to **clause 16** of the *Sports Aviation Federation of Australia Limited Constitution* ('the SAFA Constitution') and should be read in conjunction with that clause.

2. Purpose

The purpose of this policy is to provide detail on the membership types available, and related specific requirements and rules.

3. Overview

This policy should be read in conjunction with section 5 of the SAFA Constitution. All natural persons are able to apply for SAFA Membership. Various types of membership are available to suit differing needs and are detailed in the paragraphs that follow.

Membership itself does not provide any authority, appointment, approval or operating authorisation. Membership provides the privilege to apply, revalidate or be granted an authority or appointment.

4. Full Membership

a. Requirements for Acceptance

Full membership constitutes the majority of SAFA members. It is available to all natural persons subject to eligibility criteria, and

- (a) who have agreed to be bound by the constitution, rules and regulations of the Federation.
- (b) who have completed and submitted the SAFA Release, Assumption of Risk and Warning (the 'SAFA Waiver' declaration as part of the membership or membership renewal process.
- (c) who have completed and submitted the appropriate membership application form to the office of SAFA.
- (d) who have paid the prescribed membership fees (the initial payment of fees is calculated at a pro-rata rate from the date of membership commencement to the following 31st of August); and
- (e) whose application has been approved by the Board or as delegated by the Board.

b. Privileges

Full membership entitles a person to:

- (a) voting rights in determining the affairs of SAFA.
- (b) apply for and be the holder of authorisations; pilot certificates, endorsements, awards and sporting licences, where the member has satisfied the requirements for issue and/or renewal for such pilot certificates, endorsements and awards.
- (c) insurances SAFA may extend to members for activities relating to the operation of hang gliders, paragliders, weight-shift microlights or other administered aircraft.
- (d) online access to Member's services; and
- (e) access to publications of the Federation.

c. Period of Validity

Full membership is valid for the period for which a member has paid the prescribed membership fees.

d. Requirements for Renewal

An applicant for renewal of membership shall submit a completed membership renewal form, complete the SAFA Waiver at renewal, and make payment for membership fees.

The membership renewal date is 31 August each year.

If a Full Member is late paying fees and then renews within the year following the expiry, the full annual fee is payable.

A previous Full Member whose membership has expired greater than 12 months and seeks to rejoin SAFA must satisfy the Requirements for Acceptance. In these circumstances a pro-rata fee will be payable.

5. Life Membership

Life Membership is the highest Award available to recognise the exceptional and outstanding contributions of individuals to the SAFA. It is therefore only awarded in exceptional circumstances. Contributions may have been made at the National, State, or affiliated club level.

a. Requirements for Acceptance

Life membership is available to members:

- (a) who have been nominated for Life Membership by a member of the Federation.
- (b) who satisfy the requirements for Full Membership,
- (c) who satisfy the award criteria, and.
- (d) whose Life Membership has been approved by the board.

b. Privileges

Life membership entitles a person to the same privileges as Full Members

c. Period of Validity

Life membership is valid for the life of the member unless membership is suspended, or the Life member is expelled, resigns from the Federation or whose Life membership is retracted.

d. Requirements for Renewal

Life Members that continue to operate hang gliders, paragliders, weight-shift microlights or other administered aircraft, provide coaching, flight experience, or instructing services are required to complete an annual membership renewal medical declaration and evidence of currency (which may take the form of annual flight hours) , other membership/flight activity information as requested, and complete the SAFA Waiver

e. Nomination for Life Membership

Any full member of the Federation may nominate another member for consideration for the Life Membership award. Nominations must be submitted in writing and must be supported and signed by two full members being executive office holders from the nominees Regional Association or other Affiliated Entity.

The nomination should be prepared to set out the achievements, list awards already conferred and activities of the nominee and at a minimum must meet the award criteria as set out below.

Nominations must be received by the Company Secretary no later than the 30th September in the year in which the nomination is to be considered by the SAFA Board.

The Board only, may nominate and award a Lifetime achievement or Life Membership to previous members of the Federation who are no longer active Full Members.

f. Award Criteria

In considering the award of Life Membership, an individual should have demonstrated significant, sustained and high-quality service, enhancing the reputation and future of the sports, throughout their SAFA participation career.

To be eligible, the nominee must satisfy the following criteria.

- The nominee's length of service to the sports shall be at least 15 years.
- The nominee's length of membership of SAFA shall be at least 15 contiguous years.
- The general attitude and overall demeanour of the nominee is one that reflects a dedication to the values of the Sports and aims of SAFA
- The nominee will have demonstrated or provided extensive support, guidance, and commitment to the aims of SAFA and its values.
- The nominee will have provided valued leadership or been an outstanding role model to other pilots and members in general.
- The nominees' service must reflect favourably on and bring credit to the sports.
- The nominee will have demonstrated a commitment to the principles of competitive fair play and good sportsmanship.
- The nominee has demonstrated continuous safe airmanship and respect to other airspace users and members
- The nominee must be an active full member (except past member nominations made directly by the Board)
- The nominee will have previously been awarded, club or regional association awards for contributions (except nominations made directly by the Board) The nominee's service will preferably have previously been recognised with a SAFA Prestige award or other recognition.

These criteria apply in whatever role (national, Regional, state, or club level) the nominee has participated in during their service to the sports. Achieving the minimum service levels or other criteria does not automatically guarantee the award of Life Membership.

g. Process for Assessment of Applications

All nominations must demonstrate attainment of minimum service requirements, criteria achievement and other details of exemplary service.

The SAFA Board (a minimum quorum is required) will assess any nominations for Life Membership based on the established criteria. The Board will discuss and consider the application over at least two (2) regular meetings, or via electronic communications. The award of a Life Membership will require a unanimous Board vote in the positive. The award of a Life Member shall be noted at the SAFA Annual General Meeting.

The Board or executive office holders may seek further recommendation, opinion, clarification, concurrence or other such records or data from other sources before nomination endorsement.

Life Memberships awarded will be published in Board minutes.

h. Retraction of a Life Membership

Retraction of a Life Membership Award may occur where the recipient has conducted themselves in a manner that is counter to the objects of SAFA outlined in the SAFA constitution.

This provision will only be exercised in exceptional circumstances and will require the unanimous agreement of the Board to be enacted.

As part of the deliberations, the Life Member in question is to be given an opportunity to present their case for retention of their Life Membership status.

i. Expiry of Life Member authorisations

Life Member authorisations are subject to the same requirements for renewal as other members as outlined in the Qualifications Manual. Where a Life Member is no longer conducting active flight operations and fails to renew membership or advises the Federation of their desire to withdraw from membership of the Federation, authorisations are suspended.

6. Student Pilot Membership

a. Requirements for Acceptance

Student Pilot Membership is a special type of Associate Membership available to persons undertaking instruction from an approved instructor:

- (a) whose name appears on the prescribed form.
- (b) has attained the age of 15 years and where the applicant is under the age of 18 years, written parental consent is granted.
- (c) who has agreed to be bound by the constitution and the rules and regulations of the Federation.
- (d) who has completed and submitted the SAFA Waiver; and
- (e) who has paid the prescribed Student Pilot membership fees.

b. Privileges

Student Pilot membership entitles a person to:

- (a) apply for the issue of a Student Pilot authorisation to undertake pilot training towards the issue of a pilot certificate. An authorisation is approved for 24 months by SAFA. Initially issued for 30 days by SAFA which can be extended in 30-day intervals by SAFA or an instructor to a maximum of 24 months. SAFA may align the dates of first-time student membership and the student pilot authorisation.
- (b) on completion of training; the application for issue of a pilot certificate, such issue being subject to the Student Pilot member becoming a full member, satisfying the authorisation Eligibility Criteria and other requirements.
- (c) insurance covering activities relating to the operation of hang gliders, paragliders, weight-shift microlights or other administered aircraft.

Student Pilot members do not have voting privileges.

c. Period of Validity

Student Pilot membership is valid for an initial period of 30 days, unless:

- (a) membership is extended by SAFA or an Instructor for a further period of 30 days (may be renewed by SAFA or an Instructor for free on behalf of the Student Pilot for as many 30 day periods as required, within two years from the original purchase);
- (b) membership is suspended; or
- (c) the member is expelled from the Federation.

d. Requirements for Renewal

Excluding extension by SAFA or an Instructor, an applicant for renewal of membership shall submit a completed membership renewal form and full payment for membership fees to the SAFA office by the required payment date for maintenance of membership privileges.

7. Introductory Trainee Membership

a. Requirements for Acceptance

Introductory Trainee membership is a special type of Associate membership available to persons receiving introductory instruction from an approved instructor, and:

- (a) whose name appears on the prescribed form.
- (b) who has completed and submitted the SAFA Waiver.
- (c) who has agreed to be bound by the constitution and the rules and regulations of the Federation; and
- (d) who has paid the prescribed membership fees.

b. Privileges

Introductory Trainee membership entitles a person to:

- (a) insurance covering activities relating to the operation of hang gliders, paragliders, weight-shift microlights or other administered aircraft.
- (b) undertake introductory ground training under the instruction of an approved Flight Instructor; and
- (c) be provided a TIF Student Pilot authorisation to undertake tandem flight operations where an appropriate Flight Instructor is the pilot in command of each flight.

Introductory Trainee members do not have voting privileges.

c. Period of Validity

Introductory Trainee membership is valid for participation for 24 hours from the commencement of introductory training, unless membership is suspended, or the member is expelled from the Federation.

d. Requirements for Renewal

Introductory Trainee membership is not renewable, but further periods of Introductory Trainee membership may be purchased.

8. Visiting Pilot Membership

a. Requirements for Acceptance

Visiting Pilot memberships are a special form of Associate Membership available to pilots who are domiciled overseas and:

- (a) who are visiting Australia for a limited period and are the holder of a valid overseas authorisation.
- (b) whose name appears on the prescribed form.
- (c) who has agreed to be bound by the rules and regulations of the Federation.
- (d) who has completed the SAFA Waiver.
- (e) who has paid the prescribed membership fee.
- (f) who meet the requirements for the issue of a Visiting Pilot Authorisation in accordance with the Qualifications Manual.

b. Privileges

Visiting Pilot Membership entitles a person to:

- (a) initial issue of the Visiting Pilot Information package.
- (b) apply for the issue of Visiting Pilot Authorisation in accordance with the Qualifications Manual. A Visiting Pilot Authorisation recognises a valid Overseas license or other authorisation (however named) issued by the National Aviation Authority or recognised entity of the foreign nation.

c. Period of Validity

Visiting Pilot Membership is valid for a period selected by the applicant from the date appearing on the application form. After application approval, the membership and recognition of authorisations held by the visiting pilot is valid for the period selected, unless the visiting pilot membership is suspended, the member is expelled from the Federation, or membership renewed.

d. Requirements for Renewal

An application for renewal of membership shall forward full payment for membership fees to the SAFA office by the validity period expiration date.

Note: *Visiting Pilots can seek to obtain Full Membership.*

9. Associate Membership

a. Requirements for Acceptance

To advance the objectives of the Company, the Board or CEO may issue other forms of general Associate Memberships. The Board or CEO may set appropriate authorities and limitations on such members. Associate Membership is available to natural persons subject to eligibility criteria, and

- (a) whose name appears on the prescribed form.
- (b) who has agreed to be bound by the rules and regulations of the Federation.
- (c) who has presented satisfactory documentation establishing their credentials regarding their current membership of an Associated or Affiliated organisation of the SAFA.
- (d) who has provided a completed SAFA Waiver; and
- (e) who has paid the prescribed Associate Membership fee as determined by the CEO.

b. Privileges

The privileges of Associate Membership and applicable operational limitations will be set out in writing within the 'Privileges of Associate Membership' document or application form, on membership approval by the board delegate.

Associate Members are covered by SAFA insurances, except for the Aviation Liability Insurance policy.

c. Period of Validity

Unless membership is suspended, the member is expelled from SAFA or the associated or affiliated organisation, general Associate Membership is valid for a period appearing on the application form, or as may be varied, subject to Board or delegate approval.

d. Requirements for Renewal

Renewal requirement will be subject to approval by the Board or delegate and laid out in the 'Privileges of Associate Membership' document or application form applicable to that specific application.

10. Expiry and Invalidation of Authorisations

a. Expiry of Membership and Authorisations

- (a) Where a member fails to renew membership, or advises the Federation of cessation of membership, membership privileges are suspended, all certificates, endorsements, qualifications, authorisations (however named) and appointments, similarly expire and are invalidated.

- (b) Revalidation of pilot certificates, endorsements, authorisations, and appointments invalidated due to expiry or cessation of membership may be accomplished by:
- i payment of the prescribed membership fee and
 - ii completion of any required flight check, reviews, tests, and examinations, and,
 - iii satisfaction of authorisations eligibility criteria.

11. Review Frequency

This *Policy on Members* shall be reviewed not less than once every two years, or in the six-month period after the establishment of the board following a General Election.

Version History				
Version	Approved By:	Revision Date:	Description of Change	Author
1.1	Board	01 Dec 25	Merge of policies 8 & 11	Board
2.0	Board	15 th Feb 26	Biennial board review, Section 8a(a) modified	M Pike