

SAFA Policy on Membership Types

under

Sports Aviation Federation of Australia Constitution 2019

1. Introduction.

This policy is titled the *SAFA Policy on Membership Types*. It is made pursuant to **clause 16** of the *Sports Aviation Federation of Australia Limited 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 within the organisation, and related specific requirements and rules.

3. Overview.

A number of membership types are available for participation;

- Full or Life Members
- Student Pilot Members
- Introductory Trainee Members
- Visiting Pilot Members
- Associate Members

4. Membership

Membership is available to all persons. Various types of membership are available to suit differing needs as summarised in the table below and detailed in the paragraphs that follow. See also Access and Equity policy and Operations manual.

Table 1: Membership Types

Membership Type	Full or Life Member	Student Pilot Member	Introductory Trainee Member	Visiting Pilot Member (VPM)	Associate Member	
Requirements for acceptance	Release Warning and Assumption of Risk form complete					
	Paid fees					
	Nomination form complete	Application form complete				
	Agree to rules and regulations					
	Paid membership fees* * Life members not required to pay fees.			Proven overseas pilot certification (FAI- IPPI Safepro or Parapro card) fees paid	Current member of Associated or Affiliated organisation	
Nomination or Application approved			Satisfactory credentials	Satisfactory credentials		
Privileges	Voting Rights	Undergo flight experience with an Certified instructor		Issue of interim pilot certificates and endorsements	No Voting rights	
	Third party liability insurance cover					
	Online access to Member's services.			Issue of visiting pilots information	Operational limitations. Privileges as described in 'Privileges of Associate Membership' document	
Period of validity	Period for which fees are paid*	Twelve months or until fixed renewal date.		24 hours	Two, four, or six months depending on fees paid	
Renewal requirement	Payment of fees by due date* * Life members not required to pay fees.		Not renewable		Fee paid on application or renewal	Renewal Subject to Board or Delegate approval
					Renewable once a year	

NOTE: The table is a summary of requirements only. See following sections for further information & Operations manual for operational details.

5. Full Membership

a. Requirements for Acceptance

Full membership is available to all natural persons:

- (a) who have agreed to be bound by the constitution, rules and regulations of the Federation;
- (b) who have completed and submitted the Release, Assumption of Risk and Warning form to the office of SAFA;
- (c) who have completed and submitted the appropriate membership application form to the office of SAFA;
- (d) who have paid the prescribed membership fees; 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) Operation of SAFA administered aircraft in accordance with Australian civil aviation law;
- (b) Voting rights in determining the affairs of SAFA;
- (c) The issue of Pilot Certificates, endorsements, awards and sporting licences where a person has satisfied the requirements for issue and renewal for such pilot certificates, endorsements and awards;
- (d) Insurances SAFA may provide members for activities relating to the operation of hang gliders, paragliders, weightshift microlights or other administered aircraft;
- (e) Online access to Member's services;
- (f) Access to publications of the Federation.

c. Period of Validity

Membership is valid for the period for which a member has paid the prescribed membership fees unless membership is suspended or the member is expelled from the Federation.

Membership renewals period is 31 August annually. Late fee payments are back dated for up to 12 months.

The Release, Assumption of Risk and Warning form will remain on file and valid for any future period of time during which the signatory is a member.

d. Requirements for Renewal

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.

Additional fees may be payable for the reinstatement of privileges if membership lapses more than 60 days after the due date for membership fees.

6. Life Membership

a. Requirements for Acceptance

Life membership is available to members:

- (a) who have been nominated for Life Membership by a member of the association in accordance with the policy on Life Membership;
- (b) who have agreed to be bound by the constitution and the rules and regulations of the Federations; and
- (c) whose nomination has been approved by the Board in accordance with policy.

b. Privileges

Life membership entitles a person to:

- (a) voting rights in determining the affairs of the SAFA;
- (b) the issue of Pilot Certificates and endorsements where a person has satisfied the requirements for issue and or renewal for such pilots certificate and or endorsement;
- (c) third party liability insurance covering activities relating to the operation of hang gliders, paragliders, weightshift microlights or other administered aircraft, subject to 6.d.

c. Period of Validity

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

d. Requirements for Renewal

Life Members that continue to operate hang gliders, paragliders, weightshift microlights or other administered aircraft, provide coaching, flight experience, or instructing services are required to complete an annual medical declaration and evidence of currency (which may take the form of annual flight hours).

7. Student Pilot Membership

a. Requirements for Acceptance

Student Pilot Membership is 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 Release, Assumption of Risk and Warning form to the office of the SAFA;
- (e) who has paid the prescribed membership fees.

b. Privileges

Student Pilot membership entitles a person to:

- (a) the issue of a Student Pilot certificate to undertake pilot training towards the issue of a pilot certificate;
- (b) on completing training the application for issue of a pilot certificate by their CFI. Such issue being subject to the student pilot member becoming a full member;

- (c) third party liability insurance covering activities relating to the operation of hang gliders, paragliders, weightshift Microlights or other administered aircraft.

c. Period of Validity

Valid for a period up to twelve calendar months from the date appearing on the application form, terminating on the last day of that last calendar month unless:

- (a) membership is suspended;
- (b) the member is expelled from the Federation; or
- (c) the student member has completed their training and paid full membership and been issued a pilot certificate.

d. Requirements for Renewal

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.

8. Introductory Trainee Membership

a. Requirements for Acceptance

Introductory trainee membership is available to persons receiving instruction from approved instructor, and:

- (a) whose name appears on the prescribed form; and
- (b) who has completed and submitted a Release, Assumption of Risk and Warning form; and
- (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) third party liability insurance covering activities relating to the operation of hang gliders, paragliders, weightshift microlights or other administered aircraft; and
- (b) undertake introductory pilot training under the direct supervision of an approved Chief Flight Instructor, for assessment for Student Pilot Membership and the issue of a Student pilot certificate; and
- (c) Tandem flight operations where the approved Instructor is the pilot in command of each flight.

c. Period of Validity

Introductory trainee membership is valid for participation for 24 hours from the date and time appearing on the membership application, unless membership is suspended or a member is expelled from the Federation.

d. Requirements for Renewal

Introductory trainee membership is not renewable.

9. Visiting Pilot Membership

a. Requirements for Acceptance

Visiting pilot memberships are available to licensed pilots who are not Australian citizens or permanent residents, and who are currently in Australia on a visa approved by the Australian government for visitors. The visa subclasses for which Visiting Pilot Memberships are available are the visitor visa (sub class 600), the electronic travel authority (sub class 601), and the special category visa. (sub class 444) visiting Pilot membership is available to a visiting foreign pilot:

- (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 and experience regarding their ability to act as pilot in command of a hang glider, paraglider, weightshift microlight or other administered aircraft;
- (d) who has provided a completed Release, Assumption of Risk and Warning form;
- (e) if requested by a safety officer, the Operations Manager, or competitions committee – passed a check flight assessing suitability including understanding Australian Airspace and legislation;
- (f) who has paid the prescribed membership fee; and
- (g) Where required be able to use an appropriate radio and communicate in English.

VPMs must hold a current overseas membership of a national hang gliding or paragliding organisation and a current overseas pilot licence.

b. Privileges

Visiting Pilot Membership entitles a person to:

- (a) initial issue of the Visiting Pilot Information package;
- (b) the issue of interim pilot certificates and endorsements where a person has satisfied the requirements for issue for such pilot certificate and or endorsement; and
- (c) third party liability insurance covering activities relating to the operation of hang gliders, paragliders, weightshift microlights or other administered aircraft within Australia.

c. Period of Validity

Visiting Pilot Membership is valid for a period of two, four or six calendar months from the date appearing on the application form. The period of validity is dependent on the amount of fees paid, unless the visiting pilot terminates their visit to Australia, or membership is suspended, or the member is expelled from the Federation.

d. Requirements for Renewal

An applicant for renewal of membership shall forward full payment for membership fees to the SAFA office by the required payment date. Visiting Pilot Membership may only be renewed once in any one calendar year unless authorised for renewal in writing by the Operations Manager.

Note: *Visiting Pilots can seek to obtain SAFA issued qualifications by submitting documentation proving current membership of a similar organisation affiliated with the FAI, together with proof of holding a pilot certificate and/or endorsements from that organisation. After validation of this documentation and confirmation of membership currency, a check-flight form will be provided requiring the applicant to undergo a check-flight under the supervision of a SAFA qualified Chief Flight Instructor or Delegated authorised by the Operations Manager, who will assess skills and knowledge; and make recommendation as to the applicable pilot ratings according to SAFA expectations. This will include knowledge of Australian aviation regulations and for a Radio Operations endorsement competent, clear communication in English. The check-flight process is at the candidate's expense.*

10. Associate Membership

a. Requirements for Acceptance

To advance the objectives of the Company, the CEO may issue associate memberships to members of other aviation organizations. The CEO may set appropriate authorities and limitations on such members. Associate membership is only available to persons who are members of an organisation that is associated or affiliated with the SAFA. It is available for non or restricted aircraft operational purposes.

- (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 Release, Assumption of Risk and Warning form; and
- (e) who has paid the prescribed membership fee.

b. Privileges

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

c. Period of Validity

Unless membership is suspended, the member is expelled from SAFA or the associated or affiliated organisation, Associate Membership is valid for a period of two, four or twelve calendar months from the date 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.

11. Suspension or Cancellation of Pilot Certificates

a. Expiry of Membership and Certificates

- (a) Where a member fails to renew membership, or advises the Federation of their desire to withdraw from membership of the Federation, membership shall be automatically invalid and certificates suspended;
- (b) Renewal of pilot certificates automatically cancelled due to expiry of membership may be accomplished by:
 - (i) Payment of the prescribed membership fee and
 - (ii) Where membership has been expired for more than ninety days the pilot must complete a flight review with a Flight Instructor or Special Delegation Authorised person.

b. Contravention of Rules, Discipline of Members

For complete information regarding this, please refer to the Constitution, *SAFA Policy on Member Discipline* and Codes of Conduct.

12. Review Frequency.

This *Policy on Membership Types* 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.