



Notification of Aviation Event

SAPFA MOP Appendix E

Please complete the form in full using block capitals and black or dark blue ink

As defined in the Special Air Events MOP as a Cat D event

1. Event Details	
Name of Event	
Nature of event	
Date/s of event (including practice)	
If postponed what alternate date/s will event be held	
Times of event (Local)	
Number of Aircraft	
Event/Competition Director (Full Names)	
Cell Number	
E-mail Address	
Fax Number	
Safety Officer (Full Names)	
Cell Number	
E-mail Address	
Fax Number	
2. Location & Airspace Usage Details	
Location / Airfield Name	
Is the airfield licensed	
Is the airfield in controlled airspace	
Is the airfield suitable for the event	
Route (Area of operation)	
Is any part of the route in controlled airspace	
What is the nearest ATSU and have they been informed	
3. Safety	
Do you have a Disaster Management Plan	
Are emergency Services available at the airfield	
What Alternate/Diversion Airfield will be used	
Who will conduct the Event Briefing (See pg 3)	

4. Event/Competition Director's Declaration

I (Full Names) _____ hereby certify that this event will be conducted with full adherence to the Civil Aviation Regulations as laid out by the South African Civil Aviation Authority.

I acknowledge that the Safety Officer has the authority to halt the event at any stage and that I am bound by his decision.

I hereby indemnify and agree to hold free from harm SAPFA, Aero Club and their officials, assistants, agents, servants, members and representatives, against any claim whatsoever which may arise as a result of an act or omission during this event or the granting of approval to hold this event.

Sign _____ Date _____ Place: _____

5. Safety Officer's Declaration

I (Full Names) _____ hereby acknowledge that I am the I appointed Safety Officer and that the safety of this event is my overall responsibility. I shall provide a written report, which is to include any issues of safety or recommendations, on this event within fourteen days of the event completion (**See Section 6 for submission instructions**).

Note: *The safety officer should be involved in the planning stages of the event and should be present on site during the event, except that he may delegate specific duties but retain overall responsibility for the event, including the right to cancel a planned flight due to meteorological or any other reasons bearing on safety.*

Except where the safety officer has banned flying, the decision to take off or not remains with the pilot.

Sign _____ Date _____ Place: _____

6. Submission Instructions

Send your completed Application Form or Safety Report to:

South African Power Flying Association, PO Box 18018, Rand Airport, 1419

E-mail: leon@lbaa.co.za

Should you require assistance in completing this form:

E-mail: leon@lbaa.co.za | Telephone: 076 294 1363 (Leon Bouttell)

Your application is to be received at least 21 days before the event.

7. Approval

I (Full Names) __ Leon Bouttell _____ hereby approve this event on behalf of the South African Power Flying Association.

Sign _____ Date _____ Place: _____

PLEASE NOTE

This Event Notification is in compliance with the RAASA Special Air Events (SAE) MOP, as a Category D event classified as an Aviation Development event, and is subject to the requirements as set out in the SAPFA MOP and specific SAPFA event type MOP's & Rules. Please ensure that all event officials and participants are familiar with the requirements of the SAE MOP and applicable SAPFA MOP's. An on-line copy of the MOP's can be found at: http://www.raasa.co.za/SPECIALAIREVENTS/SAE_Signed_MOP_Issue14.pdf and the SAPFA website www.sapfa.co.za

PERMISSIONS

All permissions with regard to airfield and airspace use are the responsibility of the event organiser. Contact details for Air Traffic Service Units (ATSU) can be found on the ATNS web site under contact details: <http://www.atns.co.za>

DISASTER MANAGEMENT PLAN

Please ensure that a Disaster Management Plan is in place for your event. This is not intended to be a full-scale plan but rather a clear definition of responsibilities, actions and procedures to be followed should an emergency occur.

BRIEFING

Prior to the start of an event the organiser or his representative shall carry out a group briefing of all participants. The briefing must cover all aspects that are likely to affect the safety of flying operations. The sample briefing below is not intended as an exclusive document but should be seen as the minimum requirement.

- a. Attendance check
- b. Programme of events
- c. Current and Forecast Weather and procedure if weather deteriorates below event minima
- d. Runway(s), taxiways, spectator, aircraft parking and movement areas
- e. Alternate Airfield/s
- f. Circuit pattern, holding areas, holding heights and aircraft movements
- g. Traffic control procedures, radio frequencies and Transponder codes (if necessary)
- h. Procedure for cancellation of event or variation of the route
- i. Emergency Procedures
- j. Communication failure procedure
- k. Minimum heights and distances that apply
- l. Ground handling and taxiing procedures, refueling
- m. Procedure in the event of movements of aircraft not participating in the event
- n. Contact telephone number for the Competition Director / Event Organiser.

SAFETY OFFICER AND SAFETY REPORT

The Safety Officer must be an impartial party with no financial or commercial interest in the event. He should also be suitably qualified or experienced, having either participated in or organised a similar type of event. The Safety Officer's report is not intended as an exhaustive breakdown of the event or a comprehensive safety review but as a means of highlighting any safety deficiencies, concerns or areas that could be improved. This will help us expand our knowledge base on conducting safe aviation events. Please note that failure to submit this could lead to rejection of future applications.

EMERGENCY INFORMATION

In the event of an aviation emergency please contact the nearest ATSU or if that is not possible then the:

AERONAUTICAL RESCUE CO-ORDINATION CENTRE

Ms Santjie White 082 823 8493 (Mobile) | 011 928 6526 (O/H) | 011 928 6454/5 (24hrs)

Mr Charles Norval 082 891 6270 (Mobile) | 011 961 0291 (O/H) | 012 998 9327 (A/H)

Disaster Management Plan for Rally, Precision and Fun Navigation Flying

Introduction

These types of competition have an excellent safety history, with no recorded fatal accidents worldwide and only a few incidents, all of which relate to the usual risk of aviation.

The aims of these competitions are:

The sport of Rally Flying is aimed to improve fundamental flying skills to enable a team (Rally Crew) to navigate and handle their aircraft under Visual Meteorological Conditions (VMC) as independent of technical subsystems as possible. Thus Rally Flying enhances flying safety.

The competitions are conducted mostly at an altitude of between 500 ft and 1000 ft AGL, and no compromise of air safety regulations is required or encouraged.

The only increased risk associated with these competitions is therefore limited to a number of aircraft operating from the same venue.

The disaster management plan for such events is therefore limited and the following is sufficient for up to 50 competitors.

A safety officer is required to check the routes for possible conflicts, and aircraft spacing.

He is required to collect the contact details for the following organizations.

Nearest ATC: _____

Ambulance Service: _____

Fire Service: _____

Police: _____

At the competition briefing the safety officer must brief an alternative airfield, and make a decision on the prevailing weather.

During the competition, he is required to maintain a listening watch on the local frequency and observe aircraft movements for possible conflicts.