



Safety Management Plan

Revision 2.0 - October 2024

Safety Management Plan

Version	Details	By Whom	Date
1.0	Establishment of this document the 'Safety Management Plan'	Mathew Dobson	30 – Nov - 2016
1.2	Establishment of this document the 'Safety Management Plan'	Raymond Loly	1 Sep 2021
2.0	Revision to account for new club grounds	Mathew Harvey	2 October 2024

1. Scope

The Purpose of this Safety Management Plan is to document the processes to be taken **to** ensure that no Members, Visitors and/or General Public are put at risk from flying multi-rotor aircraft **or** other events held at the West Coast Multi-Rotor Club and associated areas.

2. Purpose

The Purpose of this Safety Management Plan is to document the processes to be taken ensure that no Members, Visitors and/or General Public are put at risk from flying multi-rotor aircrafts or other events held at the West Coast Multi-Rotor Club and associated areas.

3. Health and Safety Policy

Model Flying **MUST** be conducted in accordance with this Code, unless otherwise prohibited by law, in order for MAAA Liability Protection to apply. In the event of conflict between this and the MAAA Manual of Procedures, the latter shall apply.

As well as complying with this SMP, all operators of Model Aircraft using FPV techniques shall comply with all other relevant MAAA MOPs, as well as CASA and ACMA requirements. To comply with CASA's regulations, the person operating a model aircraft has to be able to see it continuously or employ a spotter to maintain visual line of sight on the aircraft. Pilots flying FPV model aircraft, except in the manner outlined in the policy, cannot do this as they are virtually inside the model

4. Definitions

"WCMRC"	West Coast Multi-Rotor Club
"MAAA"	Model Aeronautical Association of Australia
"AWA"	Aeromodellers Australia
"CASA"	Civil Aviation Safety Authority
"FPV"	First Person View
"LOS"	Line Of Sight
"Club"	MCMRC as a whole (inc. the field, people, documents& facilities)

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5. Introduction

WCMRC is committed to ensuring, so far as is reasonably practicable, the safety and health of its Members and Visitors alike while they are at present at the flying field or spectating alike, and that the safety and health of other persons (e.g. spectating visitors and general public) is not put at risk from our operations. This will be achieved by:

- Providing and maintaining a healthy and safe environment through the implementation of safe work practices, safe systems of work and the provision of safely built and tested flying multi-rotors in the guidance of the MAAA, AWA and the WCMRC Rules and Guidelines;
- Ensuring that the flying field and associated areas at events are under the control of a committee member and that members and visitors to the field are to the best of their ability not exposed to any undue risk where possible;
- Conducting a safety brief at the start of every event;
- Ensuring every operating multi-rotor has had a failsafe inspection as per the Failsafe checklist and signoff sheet prior been allowed to fly at the field;
- Routinely conducting safety audits of the facility, the field and the surrounding areas; and
- Reviewing, through appropriate mechanisms, the effectiveness of the safety measures taken.

WCMRC are commitment to providing a safe and healthy club environments for new members that maybe un-familiar with flying LOS or FPV by providing assistance and guidance where possible to ensure that they are able to fly in the club in a safe manner where possible by:

- Giving advice and instruction of multi-rotor safety, building and maintenance of a multi-rotor;
- Providing Inspections and Tests of multi-rotors to ensure they can access the flying field without putting others and them self at undue risk;
- Where possible conducting a test flight of a multi-rotor that has completed a failsafe and motor spin test where requested and deemed safe to do so for the beginner pilot;
- Providing instruction and/or training where appropriate;

6. General Club Safety (Briefing)

Failsafe Inspections

- Every multi-rotor must be inspected and have a proven working failsafe (No failsafe = No flying);
- Props must be off for all failsafe tests;
- Failsafe inspections can be verified by the safety officer or their delegate only;

Powering Up

- Powering up is not permitted in the Pits, unless you have all your prop's removed and you have access to your assigned video frequency;
- If your props are on, you must only power up in the field, once you have confirmed that all other pilots on your video channel are not powered up already or planning to power up;

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Video Frequency Allocation

- 25mW is the maximum allowed power output running on 5.8 Ghz for any operating multi-rotor as per MAAA & AWA regulations;
- Video frequency channels are 5740, 5780, 5820 & 5860 (Fatshark 1,3,5 & 7)(Race Band 1,2,3,4,5,6,7,8)
- We will try to prevent any changes of your frequency throughout the day, but from time to time some pilots maybe required to change channels;
- You must be competent in changing your own channel as required and when safe to do so (ie no other pilots flying at that time);

In the event of loss of video feed and/or control

- If you have the ability to remove your goggles and the ability to immediately and safely fly your multi-rotor in LOS to the ground then you may;
- If you cannot you MUST immediately disarm your multi-rotor and allow it to come to ground where it lands;
- No return to home functions are permitted;

Personnel on the field

- No personnel are permitted on the field during a racing event or other club event other than a freestyle competition;
- In the event of an incident that requires a person to access the field during a race (ie a fire), the race director will call “Land your Aircrafts Immediately”, once all aircrafts are landed and disarmed a safety official to deal with the incident may then access the field;
- During a Freestyle event, the exhibition pilot may have an assistant, that may access the field in the event of a crash to change a prop or place the multi-rotor the right way up;
- The assistant may only access the field once the multi-rotor has been disarmed and clear of any danger, once the work has been completed the assistant must leave the vicinity of the multi-rotor and call aloud ‘All Clear or Go’

Charging of batteries

- Batteries can be charged in the Pits only or at your vehicle only;
- Batteries should not be left unattended at any stage;
- Batteries must be on a fire proof surface or inside a lipo-safe bag ;
- No batteries to be charged in side any enclosed building including the toilets and canteen;

Access to the canteen

- There is no access to the canteen unless you are the person responsible for the canteen or you are one of the official officers of the club;
- Or you are require to obtain the first aid kit;

First Aid

- In the event you require first aid please notify the safety officer immediately;
- A first aid kit is located in the canteen;
- A list of Emergency contact details and the details of this location can be found in the canteen;

(see appendix 1 – WCMRC Club Safety Brief)

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7. General Club Safety Rules

- I will not fly my model higher than 120m (400 feet)
- I will give right-of-way and avoid flying in the proximity of full-scale aircraft.
- In addition, where established, I will abide by the safety rules for the flying site I use, and I will not wilfully and deliberately fly my models in a careless, reckless and/or dangerous manner
- Flying over the pits, spectator areas or buildings is prohibited, unless beyond the control of the pilot(s).
- I will only operate radio controlled model aircraft (multirotor) on frequencies that have been approved by the MAAA.
- I will not fly my model aircraft (multirotor) in events, displays, air shows, or model flying demonstrations until it has been proven to be airworthy by having been previously and successfully flight-tested.
- I will not operate models with metal-bladed propellers.
- I will not operate models carrying pyrotechnics (any device that explodes, burns, or propels a projectile of any kind) including, but not limited to, rockets, explosive bombs dropped from models, smoke bombs, all explosive gases (such as hydrogen-filled balloons) and ground mounted devices launching a projectile.
- I will be aware of and follow the MAAA Alcohol, Drugs & Illness Policy. Therefore, I will not consume alcoholic beverages or illegal drugs prior to, or during, participation in any model operations.
- I will not fly my aircraft close to or where it may be a danger to other people.
- I will not fly my model any nearer to power lines than 15 metres or any greater distance if specified in State Legislation
- You or your spotter must be able to visually see the aircraft without visual aid, considering prevailing weather conditions (ie , if it foggy, rainy or cloudy, ensure visual line of sight is maintained)
- No night flying
- No Flying in or through cloud or fog.
- You should be able to see the aircraft with your own eyes (rather than through first-person-view (FPV)) at all times.
- You must not fly closer than 30 metres to vehicles, boats, buildings or people.
- You must not fly over populous areas such as beaches, heavily populated parks, or sports ovals while they are in use.
- You must not fly higher than 400 feet (120 metres) above the ground.
- You must not fly in a way that creates a hazard to other aircraft, so you should keep at least 5.5 km away from airfields, aerodromes and Helicopter Landing Sites. This includes seaplanes taking off or landing, helicopter landing sites which may be located at hospitals, police stations or other locations

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8. FPV Racing Rules

Race Director

The race director is to maintain order, inform pilots, spotters and spectators of basic rules and ensure the race proceeds smoothly and safely. The Race Director has ultimate control over the race and must be complied with at all times, if the Race director tells you to disarm; you are to do so immediately.

When the pilots are ready to race, the race director will announce “arm your quad” and give a countdown of “3, 2, 1, GO”, any multi-rotor that takes off before the “GO” will obtain a penalty or disqualification depending on the grade of the race.

FPV Pilot's

There will be allocation to four (4) FPV racing pilots per race unless otherwise specified (ie faulty multi-rotor) that will be assigned an FPV channel (see below for channels). It is the FPV pilots responsibility to ensure they have their multi-rotor on the correct FPV channel prior to the race and is using only 25mW power output on 5.8 Ghz. The pilot will place their own quad on the start line and conduct an arm-disarm test only.

Once ready the all FPV pilots are to ensure they have a spotter ready to go and wait in the pilot tent for the race director to begin the race.

Spotter

A pilot may **must** have a spotter to maintain visual line of sight of their aircraft (MAAA-MOP066-7.1), the spotter will inform their pilot of any potential hazards, their lap number and in extreme cases and are capable to do so, are able to take control of the multi-rotor for any reason requested by the FPV Pilot (this will leave them disqualified from that race).

It is also the responsibility of the spotter to watch the track for any un-expected people who walk on to the track and to notify the race director immediately. The race will have direction from the race director to “land your aircraft immediately” in which all racers will land where they are. Once the race is safe to start again, the racers will have a chance to swap their batteries and the race re-started.

Race Field Layout

The race field will consist of a flying field with a 30m exclusion zone, a flight line, the pits (near the canteen) and a spectator area (the stadium).

The track will be setup by the committee members and WCMRC members in accordance with CASA and MAAA guidelines and will consider all aspects of safety to pilots, visitors and spectators alike. The race field will be clearly marked for exclusion zones with ether Rope Flagging or construction bunting to create a semi hard barrier to stop personnel walking on the track.

A start / finish gate will be identified for each track setup and the remaining track setup with ether flags, gates or a combination of and may also include a freestyle tower. Aircraft are to remain within the specified track boundary at all times and a never to fly over the pits, flight line or spectator area for any reason – This will result in immediate disqualification and may lead to you been asked to leave the event.

Pits:

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No powering-up of any multi-rotors are permitted in the pits. Changing of frequency or test video feed is only permitted on the race director's discretion between races and no one is powered up to fly. Powering up unless given direct permission from the race director may result in disqualification and/or removal from the event.

Flight Line:

The flight line consists of five(5) pilot stations, one for each nominated frequency. Each pilot station consists on a chair and optional base station (if provided by the pilot). No one will be allowed onto the flight line during flight operations unless they are a Pilot, Spotter, Race Marshal or Race Director and all multi-rotors are in the dis-arm position. Pilots and spotters are to remain behind the flight line until all pilots have landed and the Race Director has cleared them to do so.

Spectators:

Spectators are to remain behind the spectator line unless given permission by the Race Director to inspect the pits. Spectators are NEVER to enter the pilot area until all craft are disarmed and the Race Director gives clearance.

9. Emergency Procedures

In the event of an emergency the race director will call "Land your aircraft immediately", in which point all aircrafts will land safely where they are. Only once all aircrafts have landed safely and disarmed may anyone access the field.

In the event that all persons located at the field are required to leave the facility for a safety reason (ie building fire), a committee member will escort all members, visitors and spectators to the Muster Point (North side of car park), and ensure a clear access way is given to any Emergency Vehicle.

The race director will don the position as fire warden and ensure the area is clear and kept clear. This can be done by arranging a committee member or club members to act as sentry in a safe location to ensure no one can access the area.

In the case of a lipo fire on the race course, the race director or the safety officer will announce , "fire, land now, land now". All pilots must immediately land their aircraft. Once all aircraft are landed, the fire can be extinguished by using a fire extinguisher or a fire blanked which will be situated at the entrance to the track

(see appendix 2 – Club Muster Point)

10. First Aid

A first aid kit is located inside the canteen and for all non-emergency first aid cases, is only accessible by a club officer or canteen member. In the event of a first aid emergency, any member has immediate permission to access the canteen and retrieve the first aid kit.

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A sign will be present during all events accessible by all persons with emergency contact details and includes the address of the flying field, the address and contact number of the closest hospital and the address and contact number of the closest doctor surgery.

(see appendix 3 – WCMRC Emergency Contact Details)

11. Accident and Incident Reporting

All accidents and incidents that result in personal injury, damage to any structure of the Rhodes Park, Calista WA 6167, parked car or any general public belongings must be reported to the WCMRC President within 24 hours of the event. All accidents / incidents must be recorded on the accident / incident report form.

It is then the responsibility of the Club President or Vice President and the safety officer to investigate all accidents / incidents in a timely manner and report the incident to the MAAA as required in a timely manner. It is the responsibility to gather all information from witnesses and the persons involved, in which will be discussed with the committee and a resolution decided upon.

(see appendix 4 – Accident / Incident Reporting Form)

12. Health and Safety Issue Resolution

It is the job as the club president and the committee to resolve all conflict in a timely a fair manner, all issues, accidents and incidents will be dealt with on a case by case scenario. All resolutions are final and can result in a verbal warning, written stating the intent of a repeat incident or issue, a ban from the club for a period of time and/or life. All resolutions issued by the club president and the committee and final and will be documented and stored as required.

13. Auditing club safety documents and facilities

It is the responsibility of the Safety Officer to ensure a Safety Audit is completed as a minimum of every 12 months or sooner due to changes such as but not limited to:

- Changes in the club's Location.
- A new Safety Officer is elected.
- During club growth that may affect how the club can safely operates.
- If there has been a change in how the club operates.
- If an action item was found in a previous audit and has now been rectified.

A Safety Audit should be completed by the Safety Officer in conjunction with either the Club President or Vice Presidents assistance where applicable, but the task may be delegated to another officer in the event of the Safety Officers absence.

(see appendix 5 – WCMRC Safety Audit Form)

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14. Appendix

The following pages contain the appendixes related to this SMP and should be used as a guide, the main documents can be found along with this document in the “WCMR SAFETY” Documents Folder and can be accessed by any club official officer upon request.

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Appendix 1 – Emergency Assembly Point indicated by the star

(Main Car Park)



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Club Safety Briefing

Failsafe Inspections

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Appendix 2 – Club Safety Breifing



Club Safety Briefing

Charging of batteries

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First Aid

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Please have a safe and enjoyable day!

Appendix 3 – Emergency Contact Sign

DETAILS OF EMERGENCY SERVICES

Site Address

Thomas Kelly Pavilion Rowson Pl, Medina

AMBULANCE
FIRE BRIGADE
POLICE

000

Nearest Hospital

Elanora Drive, Coo loongup WA 6168

Nearest Doctor Surgery

Kwinana General Practice, 2-3/4 Chisham Avenue,
Kwinana Town. +61 8 9439 6188

www.westcoastmultirotors.com.au

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Appendix 4 – Accident / Incident Reporting Form



Accident / Incident Report Form

Date of Incident: _____ Time of Incident: _____

Name of Person Injured: _____

Membership Number: _____ Contact Number: _____

Date of Birth: _____ Male Female

Type of Injury: _____

Details of incident: _____

Witnesses Statements: _____

(Office Use Only)

Incident Investigations / Findings: _____

Incident Outcomes: _____

Safety Advisor Name: _____ Signature: _____ Date: _____

Club President Name: _____ Signature: _____ Date: _____

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Appendix 5 – Safety Audit Form



Safety Audit Form

Location: Dorothy and Charlie Coote Reserve – Challenger Rd, Madras Bay WA 6210
 Rhodes Park, Calista WA 6167, Australia

Auditor: _____ Date of Audit: _____

Position: _____ Contact Number: _____

Following completion of this audit, it must be uploaded to the WCMRC Safety Document Folder as a means of measuring the club's compliance the Safety Management Plan and strive to Zero Harm

1. Safety Officer		
1.1	Is Safety a regular item for review and discussion by club members?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.2	Is the Safety Management Plan up to date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.3	Is the Safety Management Plan relevant to current club status and requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.4	Does the club have Plan in place for Emergency Incidents?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.5	Does the club have a means or recording and reporting incidents?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.6	Does the club have an up to date and relevant Safety Brief for events	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.7	Has there been any un-reported accidents or incidents in the past 6 Months?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Emergency Services		
2.1	Is there an up to date list of vital addresses and contact numbers for an Emergency?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.2	Is the Emergency Contacts Details for clearly displayed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. First Aid		
3.1	Does the club have an accessible first aid kit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.2	Is the first aid kit locations known by members and visitors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.3	Is the first aid kit relevant to the clubs injury risks?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.4	Is the stock I date and correctly stocked?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Club Facilities		
4.1	Are the facilities clean and tidy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.2	Are the facilities in good working order?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.3	Are there any safety concerns of the clubs facilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.4	Is the flying field and adjacent areas in good working area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Accidents and/or Incidents since last Audit		
5.1	Has there been any Accidents or Incidents since the last audit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.2	Has there been any safety breaches of concern that have been documented?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.3	Has there been any Accident or Incident that has required Medical Treatment?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.4	Are there any action items outstanding from the previous audit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.5	Are there any new potential hazards or changes in documentation and/or operation requirements since the last audit?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Action Item	By Whom	By When

Safety Advisor Name: _____ Signature: _____ Date: _____

Club President Name: _____ Signature: _____ Date: _____