

# MODEL AERONAUTICAL ASSOCIATION OF AUSTRALIA



## APPLICATION FOR TEMPORARY CEILING HEIGHT EXTENSION PROCEDURE

MOP004

APPROVED M.A.A.A. PRESIDENT

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This Policy and/or Procedure forms part of the M.A.A.A. Manual of Procedures. This entire document is for the use of all classes of members of the M.A.A.A. in the conduct of activities associated with the M.A.A.A. and is not be used for any other purpose, in whole or in part, without the written approval of the M.A.A.A. Executive.

## **APPLICATION FOR TEMPORARY CEILING HEIGHT EXTENSION PROCEDURE**

### **1. PURPOSE**

This procedure is to ensure that applications for temporary ceiling height extension is done in a controlled way with all appropriate information being supplied.

### **2. APPLICABLE DOCUMENTS**

This procedure is to support the requirements of CAR (1998) Part 101.

### **3. POLICY**

The M.A.A.A. requires that model aircraft conform to ceiling height as defined by CAR (1998) Part 101. If an extension to the designated ceiling height is required then application shall be made to C.A.S.A. for a temporary extension to the ceiling height.

### **4. DEFINITIONS**

<b>Approved Area</b>	An area approved by C.A.S.A. for the operation of Model Aircraft.
<b>Approved Aviation Administration Organisation –</b>	An organisation approved by C.A.S.A. to administer a designated aviation activity.
<b>Ceiling Height</b>	The maximum height above ground level that a miniature aircraft is permitted to operate.
<b>CAR</b>	Civil Aviation Regulation
<b>C.A.S.A.</b>	Civil Aviation Safety Authority.
<b>Club</b>	A Club properly affiliated with a State Association.
<b>M.A.A.A.</b>	Model Aeronautical Association of Australia Inc.
<b>Ordinary Member</b>	See State Association.
<b>State Association</b>	A State Association properly affiliated with M.A.A.A. Inc.

### **5. PROCEDURE**

- 5.1 The Club or Association that require a temporary ceiling height extension shall complete M.A.A.A. form MAAA007.
- 5.2 The completed form and site plan and map, is required, shall be sent to the State Association for processing at least 60 days prior to the dates required.
- 5.3 The State Association shall consider the application and check that all details have been provided.

- 5.4 The State Association shall decide whether to support the application or not.
- 5.5 If application is supported, the completed form noting the State Association approval, shall be forwarded to the appropriate C.A.S.A. office for their consideration.
- 5.6 Upon receiving C.A.S.A.'s reply to the application, the State Association shall send a copy to the applicant Club.

## **6. RESPONSIBILITIES**

- 6.1 The applicant Club or Association is responsible to identify when temporary ceiling height extensions are required.
- 6.2 The applicant Club or Association is responsible to ensure that all the documentation required is sent to the State Association within the time required prior to the date the extension is required.
- 6.3 The State Association is responsible to check the application and if approved pass the application onto the relevant CASA Office for consideration.
- 6.4 The State Association is responsible to advise the applicant of the C.A.S.A.'s decision.
- 6.5 The Club is responsible to ensure that all miniature aircraft conform to the ceiling height approved and the conditions of the approval.

## **7. FORMS.**

- 7.1 Application for Temporary Ceiling Height Extension - Form No. MAAA007 See Appendix A. Forms are available from the M.A.A.A. Secretary.

## **8. APPENDIX**

- 8.1 Appendix "A" – Temporary Ceiling Height Extension Form

**MODEL AERONAUTICAL ASSOCIATION of AUSTRALIA  
APPLICATION FOR TEMPORARY CEILING HEIGHT EXTENSION**

The Club/Association as detailed below wishes to apply for a Temporary Ceiling Height Extension and offer the following details in support of the application:

1. **Name of Applicant Club/Association:** .....
2. **Secretary:** .....  
(Name of Club/Association Secretary )
3. **Address** .....  
..... Post Code.....  
Phone: ..... Fax: ..... Email: .....
4. **Approved Flying Area:** Yes / No  
If yes: CASA Reference No. ....
5. **Location of Field:** (Not required if an Approved Flying Area.)  
Latitude: ..... Longitude: .....  
Method of obtaining coordinates: GPS : Map : Other .....  
(Circle method)  
If Map, details/title of map : .....  
Road Name: .....  
Town/City: .....  
(Attach local map and site plan.)
6. **Ceiling Height Requested:**  
Ceiling height ..... feet : Date: From ..... to .....  
Times: From ..... to .....  
**Reason for Extension:**  
.....  
.....
7. **Declaration:**  
The information in support of the application for a temporary ceiling height extension is to my knowledge true and correct.  
Club/Association Secretary's Signature ..... Date.....
8. **The application for temporary ceiling height extension is supported by:**  
.....  
Name of State Association  
Authorised person ..... Position ..... Date.....  
(Signature)  
Phone: ..... Fax: ..... Email: .....