

# Bendigo Flying Club

## Code of Conduct

We aim to run a flying club that is welcoming, family friendly, active and encouraging of aviation.

A friendly, respectful and professional club and flying school culture will ensure this is the case. All members contribute to this culture.

### **Members have a right to:**

1. Be treated fairly, equally and with respect by the Association, its Committee and other members.
2. Use club facilities and services in an environment free from all forms of harassment and discrimination.
3. Privacy and confidentiality concerning records, documentation and any other communication containing a member's personal information, unless consent is otherwise provided.
4. Be informed and actively involved in all club events and offerings.
5. Voice their opinions, requirements and suggestions to the Committee.
6. Nominate for committee and vote on motions put to the membership.

### **Members must:**

1. Treat other members, guests, flying club staff and others (wherever the activity is taking place) fairly, equally and with respect and courtesy.
2. Behave responsibly and ensure they conduct themselves in a manner which will not injure the reputation of the Bendigo Flying Club, RAAus, their events, organisers, participants or sponsors or contravene rules the club operates under such as Responsible Serving of Alcohol.
3. Respect the property, venue and other assets of the club, taking responsibility for use of the facilities and goods by ensuring cleanliness and payment for purchases.
4. Not harass others – verbally, physically, sexually, online,
5. Report any inappropriate behaviour of a member to the Committee of the Association for action and follow up.
6. Abide by and uphold the Constitution and Code of Conduct.
7. Pay any fees in relation to membership, aircraft hire, or an event which that member has committed to, regardless of whether the member attends the event or not.

8. Notify the CFI or Admin worker of any changes to address or other contact details.
9. Respect the responsibilities and roles of the committee and Flying School staff.

**Aircraft Hirers must:**

1. Ensure they are fit to fly (IMSAFE), current (3 take offs and landings in past 3 months prior to taking passengers, have a current BFR) and authorised (have current BFC membership and RAA membership for RA aircraft hire) prior to flying.
2. Check bookings on Goboko to ensure the aircraft is available. Observe time of return for next user.
3. Enter flight details, legibly, in the booking sheet before and after the flight.
4. Conduct a preflight check
5. Sign the maintenance log/release if first flight of that aircraft for the day, and note time out and in on the flight log.
6. Refuel the aircraft; Tecnams – full, Archer – to tabs.
7. Remove equipment and rubbish after the flight, leaving it clean and ready for the next pilot.
8. Notify the CFI if there are any equipment or operating concerns.
9. Report any incidents to RAAus or CASA as required of a Pilot in Command, and inform the CFI.