

HAWKES BAY MICROLIGHT CLUB INC

OPERATIONS AND SAFETY GUIDE

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DEFINITIONS

A **Microlight Aircraft** is a one- or two-seat aircraft with a stall speed, in the landing configuration and at maximum all up weight, which does not exceed 45 knots and with a maximum gross weight of:

- (a) For a two-seat landplane 600 kg
- (b) For a two-seat amphibian or seaplane 650 kg
- (c) For a single-seat landplane 510 kg
- (d) For a single-seat amphibian or seaplane 550 kg

Note: A **Light Sport Aircraft** can be flown by an appropriately certificated and rated microlight pilot adhering to Part 103 rules or can be registered and operated as a microlight.

Cross Country Flight - any flight that is greater than 25 nm from the take-off point.

Accident - an occurrence associated with the operation of an aircraft which results in fatal or serious injury to a person or in substantial damage to the aircraft, i.e. damage which grounds the aircraft.

Incident - an occurrence other than an accident associated with the operation of an aircraft which affects or could affect the safety of the operation.

Defect - a failure or malfunction of an aircraft component whether found in flight or on the ground.

Hazard - any policy, procedure or condition which has the potential to cause an accident.

Risk - the consequences of accepting a hazard.

Accident Prevention - the detection and elimination or avoidance of hazards.

A. OPERATIONS

1. General

1.1. It is the responsibility of the pilot in command to comply with CAA Rules (CAR) Part 91 - General Operating and Flight Rules and Part 103 Microlight Aircraft - Operating Rules.

1.2 No Microlight Aircraft shall be operated within controlled airspace or within 3 nautical miles of a controlled aerodrome unless the pilot:

- (a) has gained a pass in the Air Law examination required by CAR Part 61 Pilot Licences and Ratings 61.153(a)(6)(i) or an equivalent examination or
- (b) is under the direct supervision of an instructor who meets the qualifications in (a) and
- (c) is authorised by the appropriate Air Traffic Control (ATC) unit and in accordance with such conditions as may be specified.

1.3 No Microlight Aircraft shall be operated when the surface wind speed is in excess of 75 percent of the Aircraft's stall speed.

1.4 Microlight Aircraft shall only operate by day and in VFR conditions equal to or better than those prescribed in CAR 91.301 - Refer to CAR Part 103.155.

1.5 No Microlight Aircraft shall operate over any congested area of a city, town or settlement.

1.6 Any accident, as defined in definitions and involving a Microlight Aircraft shall be reported in the first instance to the controller of safety investigation, freephone 0508 222 433 (0508ACCIDENT), which is monitored 24 hours. Further information on Microlight accidents is contained in section B. Safety 1. of this guide.

2. Cross Country Flights

2.1 Every cross country flight in a Microlight Aircraft conducted by the holder of a Novice Pilot Certificate or equivalent shall be authorised by an instructor.

2.2 Prior to undertaking a cross country flight or any flight during which it is proposed to proceed beyond gliding distance of land in a Microlight Aircraft, the pilot shall file a flight plan with Airways NZ or advise a responsible person of their intentions. The pilot shall also specify any action that shall be taken by the responsible person if they do not receive notification of the safe termination of the flight.

2.3 Appropriate Visual Navigation Charts (VNCs) and NZAIP Vol. 4 shall be carried on all cross country flights in Microlight Aircraft.

2.4 When it is intended to proceed beyond gliding distance of land in a Microlight Aircraft, a life jacket shall be worn by each person on board.

2.5 A Personal Locator Beacon (PLB) must be carried in a Microlight Aircraft at all times when beyond 10 nautical miles from the take-off point.

3. Flight At Minimum Heights

3.1 For instructional purposes, a Microlight Instructor is authorised to carry out flight training down to 200 ft AGL in a designated Low Flying Zone (LFZ) as long as permission has been granted from the authorised operator in charge of the LFZ.

3.2 For instructional purposes, an instructor is authorised to carry out Gyroplane circuit training at 200 ft AGL. Refer to CAR Part 103.153(1).

3.3 For other purposes requiring bona fide Microlight Aircraft operations at minimum heights, the pilot will be required to obtain a briefing from an instructor or ATO before the flight. Refer to CAR Part 103.153(2).

4. Exemptions To The CAA Rules

4.1 The requirements regarding the carriage of an aircraft flight manual shall not apply to a person operating a Microlight Aircraft. Refer to CAR 91.109. However if the manufacturer provides a manual/document with the aircraft then this should be carried on board and available during flight. Refer to CAA Advisory Circular (AC) AC103-1 Microlight Aircraft - Operating Rules.

4.2 There is no requirement for a Microlight Aircraft to carry a Certificate of Airworthiness. Refer to CAR Part 103.105.

4.3 No person shall operate a Class 2 Microlight Aircraft or Class 1 Microlight Helicopter unless the Flight Permit required by CAR Part 103.203(b) is carried in the aircraft.

4.4 The fuel reserve requirements of CAR 91.305 shall not apply to the pilot of a Microlight Aircraft. However, with microlight aircraft capable of cross country flights with a significant endurance, it is recommended that the operator complies with CAR 91.305(a). Refer to CAA AC103-1.

4.5 There is no requirement to comply with CAR Part 148 Aircraft Manufacturing Organisation - Certification for construction of Microlight Aircraft. Refer to CAR Part 103.219.

5. Student/Pilot/Instructor Requirements

5.1 No person may act as Pilot in Command of a Microlight Aircraft unless that person:

- (a) has attained the age of 16 years
- (b) is the holder of an appropriate current Microlight Pilot Certificate, other than a Novice Certificate, granted or renewed by the holder of a valid delegation from the Director for that purpose or
- (c) is a Novice Pilot operating under the direct supervision of a holder of a Microlight Instructor Certificate granted or renewed by the holder of a valid delegation from the Director for that purpose or
- (d) is a Novice Pilot operating under the direct supervision of a holder of A, B or C Category Instructor rating issued by CAA and holding a Microlight Instructor Certificate or
- (e) is the holder of a CAA Pilot Licence and has demonstrated competence in the piloting of a Microlight Aircraft to a Microlight Instructor and
- (f) holds a completed and current Medical Certificate granted or renewed by the holder of a valid delegation from the Director for that purpose or a current CAR Part 67 Medical Standards and Certification, Medical Certificate and

(g) has an appropriate type rating on the Microlight Aircraft.

5.2 No person will give ground or flight instruction in a Microlight Aircraft unless that person:

- (a) is the holder of an appropriate current Microlight Instructor Certificate or
- (b) is the holder of a valid Flight Instructor Rating issued by CAA and has complied with the requirements of CAR Part 103.5 (a)(2).

5.3 No person shall operate a Microlight Aircraft for Hire or Reward unless that person is the holder of a valid Commercial Microlight Licence issued under CAR Part 61.

6. Pilot Log Books

6.1 All Microlight Aircraft pilots must maintain a Pilot Log Book record as evidence of their flight experience. This must include any training, ratings and endorsements and must be kept current. The Pilot Log Book is proof of flying experience and is required before a Microlight Pilot Certificate can be issued. The Pilot Log Book will also prove flight experience to gain a higher Microlight Pilot Certificate or for issue of a CAA licence. Flight time is from when the aircraft first moves until it finally stops.

6.2 Pilots are responsible for ensuring that legible log book entries, in ink, be made within 24 hours of each flight. Incorrect entries must not be erased but can be amended.

6.3 A Microlight Pilot must be able to produce their Pilot Log Book when requested by any authorised person.

7. Medical Requirements

7.1 A person holding a Microlight Pilot Certificate shall not exercise the privileges of that certificate and a person acting as pilot in command under a Novice Certificate shall not fly solo unless:

- (a) that person holds a current microlight Medical Certificate and is complying with all conditions on that certificate or
- (b) that person holds a current CAA Class 2 or higher Medical Certificate and is complying with all conditions on that certificate.

Note: Should any person holding a current Medical Certificate suffer any medical condition causing impairment or incapacitation then that person must not fly until they are assessed fit again by a CAA Designated Medical Examiner or General Practitioner as required by their certificate.

B. SAFETY

1. Aircraft Accident

1.1 The Civil Aviation Act 1990 Part 26 and the Transport Accident Investigation Commission (TAIC) Act 1990 requires notification and reporting of all Aircraft accidents.

1.2 The Pilot In Command (PIC) of an aircraft involved in an accident must notify the CAA as soon as practicable, or if the PIC is unable to notify the CAA the Aircraft Operator or Owner must, by reporting in the first instance to the controller of safety investigation, freephone 0508 222 433 (0508 ACCIDENT), which is monitored 24 hours. This must be followed within 10 days of the accident by a written report on Form CA005 - see Appendix 1.

Note: A report can also be filed online at www.caa.govt.nz/report. You will receive an email repeating your entries so you can check your entries for correctness and no additional paperwork is required. Remember that you must still notify an accident or serious incident as soon as practicable using 0508 ACCIDENT (0508 222 433) as above.

1.3 An aircraft involved in an accident may not be moved or interfered with unless permission from the Controller of Safety Investigation is given except that wreckage may be disturbed to rescue occupants or to clear a runway or traffic thoroughfare or to preserve the aircraft from further damage by tide, flood, fire, etc.

2. Aircraft Incident

2.1 A person involved in a serious incident or an immediate hazard to the safety of an aircraft operation must notify CAA as soon as practicable.

2.2 The notification of a serious incident must be made in accordance with CAR Part 12 Accidents Incidents and Statistics, Appendix A on form CA005 - see appendix 1, or for an incident using RAANZ Microlight Incident Report - see Appendix 2

2.3 A person required to provide details of an incident to CAA or RAANZ must do so within 14 days of the incident.

3. Records and components

3.1 Any owner or operator of an aircraft that is involved in an accident or incident must preserve all logbooks and retain any defective component/s for a period of at least 14 days after submitting a report unless otherwise permitted by CAA or RAANZ.

4. Aircraft Defect

4.1 The pilot or owner of an aircraft noting a defect must report the defect as soon as practicable using RAANZ Microlight Defect Report - see Appendix 3.

5. Hazard

5.1 Any person recognising a hazard must notify the hazard to the club Safety Officer as soon as practicable.

5.2 The notification of a hazard must be followed as soon as practicable by completion of a Hazard Form - see Appendix 4.

6. Risk

6.1 Risks are not acceptable.

6.2 Reporting hazards and ensuring that they are eliminated will avoid accidents and incidents.

7. Accident Prevention

7.1 All accidents can be prevented. Following the rules and using established procedures will prevent accidents.

7.2 The Club Safety Policy can be summarised in one sentence: **“Safety is an attitude. If it cannot be done safely, we do not want you to do it”.**

8. Reporting Procedure

8.1 All accidents, incidents, defects and hazards need to be reported as per 1. 2. 4. and 5. above.

8.2 Club rules and by-laws must be adhered to by all club members.

8.3 The club Safety Officer must be advised of all reports as soon as practicable.

8.4 Lines of responsibility are shown on the Club Organisation Chart - see Appendix 5.

IF YOU ARE NOT SURE - THEN ASK A COMMITTEE MEMBER. WE WANT TO HELP.

President _____

APPENDICES

1. CAA Form CA 005

OCC NO. _____ FILE NO. _____ SAI _____

Occurrence Report



For Occurrence Notification please complete the applicable white areas on this page.
Then post or fax to CAA as soon as possible. If faxing this form send to +64 4 560 9469
To report an accident or serious incident phone: 0508 ACCIDENT (0508 222 433) Monitored 24 hours a day, seven days a week.
To report other safety or security concerns phone: 0508 4SAFETY (0508 472 338) Available office hours (voice mail after hours).
Remember - you can also get this form from the CAA Website and email to CA005@caa.govt.nz

CIVIL AVIATION AUTHORITY
OF NEW ZEALAND
Te Mana Rerangi Tōmatanui o Aotearoa

Date of occurrence _____ Time _____ ☐ NZST ☐ NZDT ☐ UTC Location _____
Aircraft manufacturer and model _____ Aircraft registration **ZK-** _____
Operator _____ Client ID _____
POB _____ Number of injuries - Fatal _____ Serious _____ Minor _____
Crew Pax Crew Pax Crew Pax

Operational Details

Flight No./Call sign _____ Altitude _____ ☐ AGL ☐ ASL ☐ FTL Runway used _____
Departure point _____ Destination point _____ Nearest reporting point (NRP) _____
Distance and bearing from NRP _____ NM _____ ° ☐ VFR ☐ IFR ☐ VMC ☐ IMC
☐ Scheduled ☐ OR non-scheduled ☐ Domestic ☐ OR International ETOPS ☐

Nature of flight ☐ passenger A to A ☐ passenger A to B ☐ freight only
☐ agricultural ☐ other aerial work ☐ business/executive
☐ training dual ☐ training solo ☐ test or ferry/positioning
☐ private other ☐ parachuting ☐ air ambulance
☐ other (specify) _____

Flight phase ☐ parked ☐ taxiing ☐ takeoff
☐ climb ☐ hover ☐ cruise
☐ circuit ☐ aerobatics ☐ holding
☐ descent ☐ approach ☐ landing

Effect on flight ☐ Nil ☐ flight delayed/cancelled ☐ aborted takeoff
☐ failure to get airborne ☐ emergency/precautionary descent ☐ emergency/precautionary landing
☐ go-around/missed approach ☐ abnormal approach ☐ diversion
☐ turnback ☐ engine(s) shutdown ☐ significant loss of control/performance
☐ avoiding action ☐ overweight landing ☐ abnormal landing
☐ runway excursion ☐ other (specify) _____

If weather is a significant factor include in description of occurrence.

Description of Occurrence

Continue on a separate sheet if necessary.

Pilot in command's name _____ Licence number _____
Pilot flight hours in last 90 days _____ Flight hours on type _____ Total flight hours _____
Last checked ☐ IFR ☐ BFR ☐ OCA (Competency Assessment) by - name _____
Date checked _____ Check pilot's ID _____

Continue over page...
CA005 - Rev 3: 2011

Please complete the white areas on this page to provide further occurrence details, only where applicable. Then post to CAA. If faxing this form send to +64 4 560 9469.

FILE NO. _____ SAI _____

Type of Occurrence

Accident/incident	<input type="checkbox"/> collision/strike object <input type="checkbox"/> engine power loss <input type="checkbox"/> fire/explosion/fumes <input type="checkbox"/> injuries to persons <input type="checkbox"/> passenger/cargo related occurrence <input type="checkbox"/> emergency declaration	<input type="checkbox"/> component/system failure malfunction <input type="checkbox"/> damage to aircraft <input type="checkbox"/> fuel/fluids occurrence <input type="checkbox"/> failure of emergency equip/procs <input type="checkbox"/> valid warning/alert system <input type="checkbox"/> other (specify)	<input type="checkbox"/> loss of control <input type="checkbox"/> airframe failure <input type="checkbox"/> flight crew illness/incapacitation <input type="checkbox"/> evacuation <input type="checkbox"/> invalid warning/alert system
Airspace incident	Airspace ID - eg AA/TMA/C <input type="checkbox"/> near collision <input type="checkbox"/> unauthorised airspace incursion <input type="checkbox"/> clearance/instruction deficiency <input type="checkbox"/> TCAS Alert <input type="checkbox"/> RA <input type="checkbox"/> TA		
	<input type="checkbox"/> loss of separation <input type="checkbox"/> breach of other clearance <input type="checkbox"/> flight information deficiency intruder relative altitude in feet		
	<input type="checkbox"/> unauthorised altitude penetration <input type="checkbox"/> pilot flight planning deficiency <input type="checkbox"/> other (specify)		
	relative position _____ o'clock _____		
Facility malfunction	Facility ID _____ Name _____ <input type="checkbox"/> failure/non availability <input type="checkbox"/> excessive bends/roughness <input type="checkbox"/> readability deficiency	Facility type _____ <input type="checkbox"/> coverage/intensity deficiency <input type="checkbox"/> false overhead/distance indication <input type="checkbox"/> interference	<input type="checkbox"/> alignment/course deficiency <input type="checkbox"/> identification deficiency <input type="checkbox"/> other (specify)
Aerodrome occ.	<input type="checkbox"/> physical surface deficiency <input type="checkbox"/> physical obstruction <input type="checkbox"/> public protection deficiency	<input type="checkbox"/> surface marking deficiency <input type="checkbox"/> equipment/installation deficiency <input type="checkbox"/> other (specify)	<input type="checkbox"/> wildlife incursion <input type="checkbox"/> apron management deficiency
Dangerous goods	<input type="checkbox"/> spillage/leakage <input type="checkbox"/> fumes/gas/smoke/fire <input type="checkbox"/> mis/nondeclaration <input type="checkbox"/> other (specify)		
Bird hazard	<input type="checkbox"/> strike <input type="checkbox"/> near strike Species _____ <input type="checkbox"/> small <input type="checkbox"/> medium <input type="checkbox"/> large Number seen <input type="checkbox"/> 1 <input type="checkbox"/> 2-10 <input type="checkbox"/> 11-100 <input type="checkbox"/> 100+ Number hit <input type="checkbox"/> 1 <input type="checkbox"/> 2-10 <input type="checkbox"/> 11-100 <input type="checkbox"/> 100+		
Aircraft defect/ Engineering details	Major component/system affected _____ ATA code _____ Part defective _____ Manufacturer _____ Model _____ Part number _____ Serial number _____ TTIS Hours Cycles TSO Hours Cycles TSI Hours Cycles Detection phase <input type="checkbox"/> unscheduled OR <input type="checkbox"/> scheduled maintenance Manufacturer advised <input type="checkbox"/> Yes <input type="checkbox"/> No Compliance with <input type="checkbox"/> AD <input type="checkbox"/> SB Specify reference _____ Maintenance organisation _____ Client ID _____ Ph _____ Aircraft damage level <input type="checkbox"/> destroyed <input type="checkbox"/> substantial <input type="checkbox"/> minor <input type="checkbox"/> other (specify) Aircraft disposal <input type="checkbox"/> write-off <input type="checkbox"/> repair <input type="checkbox"/> unknown <input type="checkbox"/> other (specify)		

Engineering Description of Incident

Submitter's Details

Continue on a separate sheet if necessary.

Name	Client ID	Tel:	Date
Attachments <input type="checkbox"/> sketches* <input type="checkbox"/> reports <input type="checkbox"/> photographs <input type="checkbox"/> others (specify)			
Submitter's investigation <input type="checkbox"/> open OR <input type="checkbox"/> closed	Submitter's reference number		
*If an accident, please supply a sketch of the site	We require more forms, please forward us _____ forms		

Investigation Report

FILE NO. _____ SAI _____

FINDING NO. _____ F _____

Complete white areas only where applicable

This section of the form is intended to be completed by the reporter or reporter's organisation at the conclusion of their internal investigation. It may be submitted separately to the Occurrence Report. For further assistance with this section refer to Rule Part 12 Advisory Circular.

Date of occurrence	Time	<input type="checkbox"/> NZST <input type="checkbox"/> NZDT <input type="checkbox"/> UTC	Location
Aircraft manufacturer and model		Aircraft registration ZK-	
Finding attributed to: name		Client ID	
Aviation document	Rule ref	Manual reference	
<input type="checkbox"/> Non-compliance <input type="checkbox"/> Non-conformance <input type="checkbox"/> Observation <input type="checkbox"/> Safety related concern		<input type="checkbox"/> Critical <input type="checkbox"/> Major <input type="checkbox"/> Minor	

Description

Continue on a separate sheet if necessary.

Cause

Cause 1		
Person/organisation	Category	Item
Cause 2		
Person/organisation	Category	Item

Client's Closing Action

1	
Completion date	
2	
Completion date	
<input type="checkbox"/> Estimated OR <input type="checkbox"/> Actual cost of occurrence and corrective action \$NZ	

Reporter's Details

Name	Position
Organisation	Client ID
Date	Tel:
Reporter's ref number	

Rev 3 : 2011

FILE NO. _____ SAI _____

☐ CR ☐ MA ☐ MI

CAA Use Only

☐ ACC ☐ ASP ☐ BRD ☐ ARC ☐ DEF ☐ DGD ☐ NIO
☐ HGA ☐ INC ☐ NRO ☐ PAA ☐ SEC ☐ PIO ☐ ADI

Rule _____ Entered - Date _____ Initials _____

TAIC advised ☐ Yes ☐ No Date _____ Time _____

TAIC investigating ☐ Yes ☐ No TAIC reference _____

Name of analyst _____ Name of investigator _____ Close on entry ☐ Yes ☐ No

Notes _____

Occurrence & Investigation Reports



The Civil Aviation Authority maintains a computer database which records all aviation-related occurrences.

The objective of reporting occurrences is to provide information for the CAA to improve flight safety.

This is achieved by analysis of safety-related trends so that preventative actions may be taken.

Your cooperation in notifying, reporting and investigating safety-related occurrences is requested so that together we can achieve a safer aviation environment.

FREEPOST NO. 146123



Safety Analysis
 Civil Aviation Authority
 PO Box 3555
 Wellington 6140

Notification of Serious Harm or Accident under the Health and Safety in Employment Act

Required by section 25(1), (1A), (1B), and (3) (b) of the Health and Safety in Employment Act 1992.

1 Personal data of injured person:

Name

Residential
Address

Date of Birth

Sex (M/F)

2 Occupation or job title of injured person:

(Employees and self-employed persons only)

3 The injured person is:

- ☐ an employee ☐ a contractor (self-employed person)
☐ self ☐ other

4 Period of employment of injured person:

(Employees only)

- ☐ 1st week ☐ 1st month ☐ 1-6 months
☐ 6 months-1 year ☐ 1-5 years ☐ over 5 years
☐ non-employee

5 Treatment of injury:

- ☐ None ☐ First aid only
☐ Doctor but no hospitalisation ☐ Hospitalisation

6 Cause (mechanism) of accident/serious harm:

- ☐ fall, slip or trip ☐ hitting objects with part of the body
☐ sound or pressure ☐ being hit by moving objects
☐ body stressing ☐ heat, radiation or energy
☐ biological factors ☐ chemicals or other substances
☐ mental stress ☐ other

7 Source (agency) of accident/serious harm:

- ☐ machinery or (mainly) fixed plant
☐ mobile plant or transport
☐ powered equipment, tool or appliance
☐ non-powered handtool, appliance or equipment
☐ chemical or chemical product
☐ material or substance
☐ environmental exposure (e.g. dust or gas)
☐ animal, human or biological agency (other than bacteria or virus)
☐ bacteria or virus
☐ other

8 Body part:

- ☐ head ☐ neck ☐ trunk
☐ upper limb ☐ lower limb ☐ multiple locations
☐ systemic internal organs

9 Nature of injury or disease: ☐ fatal

(specify all)

- ☐ fracture of spine ☐ puncture wound
☐ other fracture ☐ poisoning or toxic effects
☐ dislocation ☐ multiple injuries
☐ strain or sprain ☐ damage to artificial aid
☐ head injury ☐ disease, nervous system
☐ internal injury of trunk ☐ disease, musculoskeletal system
☐ amputation, inc. eye ☐ disease, skin
☐ open wound ☐ disease, digestive system
☐ superficial injury ☐ disease, infectious or parasitic
☐ bruising or crushing ☐ disease, respiratory system
☐ foreign body ☐ disease, circulatory system
☐ burns ☐ tumour (malignant or benign)
☐ nerves or spinal cord ☐ mental disorder

10 If notification is from an employer:

- (a) has an investigation been carried out? yes/no
(b) was a significant hazard involved? yes/no

Information Only

Serious harm includes death or . . .

1. Any of the following conditions that amounts to or results in permanent loss of bodily function, or temporary severe loss of bodily function: respiratory disease, noise-induced hearing loss, neurological disease, cancer, dermatological disease, communicable disease, musculoskeletal disease, illness caused by exposure to infected material, decompression sickness, poisoning, vision impairment, chemical or hot-metal burn of eye, penetrating wound of eye, bone fracture, laceration, crushing.
2. Amputation of body part.
3. Burns requiring referral to a specialist medical practitioner or specialist outpatient clinic.
4. Loss of consciousness from lack of oxygen.
5. Loss of consciousness or acute illness requiring treatment by a medical practitioner, from absorption, inhalation of any substance.
6. Any harm that causes the person harmed to be hospitalised for a period of 48 hours or more commencing within 7 days of the harm's occurrence.

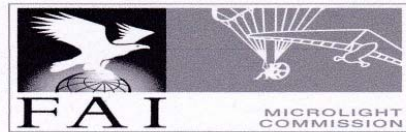
Accident - means an event that causes any person to be harmed; or in different circumstances, might have caused any person to be harmed.

Harm - means illness, injury or both; and includes physical or mental harm caused by work-related stress.

2. RAANZ Microlight Incident Report



RAANZ Inc
Freepost 102829
PO Box 15016, Hamilton 3243
office@raanz.org.nz
07 825 2800



Microlight Incident Report

IRP No: 1458870701

Name

Phone

email

The information above will NOT be published. It will only be used by RAANZ if we are not clear about anything in the report. Please provide as much information as possible- photos, diagrams, etc

☐ Check this box if you agree to the information below being published

Incident Details

Microlight type/model

Place of incident

Other aircraft involved

Describe the incident

provide as much detail as possible

Describe the affect on safety

safety issues affecting you or others

Remedial action taken

what you did to resolve it

Corrective or preventive action recommendations

what do you suggest to prevent/avoid in future

3. RAANZ Microlight Defect Report



RAANZ Inc
Freepost 102829
PO Box 15016, Hamilton 3243
office@raanz.org.nz
07 825 2800



Microlight Defect Report

DRP No: 1458870739

Name Phone email

The information above will NOT be published. It will only be used by RAANZ if we are not clear about anything in the report. Please provide as much information as possible- photos, diagrams, etc

☐ Check this box if you agree to the information below being published

Defect Details

Microlight type/model

Total Time in Service (hrs) Airframe or engine

Defect area Airframe/Engine/Controls/Flying surfaces/Undercarriage/etc

Describe the defect

provide as much detail as possible

Describe the affect on airworthiness

safety issues affecting you or others

Remedial action taken

what you did to resolve it

You may print and post to RAANZ, or submit electronically

[LOAD FORM](#)

[RESET FORM](#)

[PRINT FORM](#)

[SUBMIT to RAANZ](#)

4. HBMC Hazard Report

Hawkes Bay Microlight Club - HAZARD REPORT

Complete and send to Safety Officer as soon as practicable

LOCATION

DATE

SUBMITTED BY

TELEPHONE NO.

DESCRIPTION OF HAZARD

SUGGESTED ACTION

SUMMARY OF INVESTIGATION

ACTION TAKEN

DATE

SIGNATURE

DATE

COPY TO SUBMITTER

DATE

5. Club Organisation Chart

HBMC Organisation Chart

