

LOWVELD AERO CLUB (LAC)

CODE OF CONDUCT

Welcome to Lowveld Aero Club

Lowveld Aero Club is more than just a place to fly — it's a community of people who share a passion for aviation, learning, and doing things the right way.

This Code of Conduct is here to guide how we work together, support each other, and keep our environment safe, professional and enjoyable for everyone.

1. Our Shared Commitment

At LAC, we are all committed to:

- **Safety first, always**
- **Respect for one another**
- **Professional and responsible behaviour**
- **Growing and learning together**

Every member, student, instructor and visitor contributes to the culture of this club.

2. Safety – Our Top Priority

Safety is at the heart of everything we do.

- We follow all **SACAA regulations**, LAC procedures, and safety practices
- If something doesn't feel right — **speak up**
- Reporting hazards or incidents is encouraged and appreciated
- We learn from mistakes and continuously improve together

There is no blame in safety reporting — only learning.

3. Respect & Club Spirit

We treat each other with:

- **Respect**
- **Patience**
- **Courtesy**

We are a diverse community, and everyone deserves to feel welcome.

At LAC:

- We support one another
 - We communicate openly and honestly
 - We resolve differences in a calm and constructive way
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4. Professionalism & Responsibility

Whether you are a student, instructor or member:

- Take pride in what you do
- Be prepared, punctual and accountable
- Follow instructions and procedures

Flying demands discipline — and we uphold that standard together.

5. Being Fit for Duty

Safety depends on each of us being at our best.

- No flying or duty under the influence of alcohol or drugs
- Be well-rested and mentally ready
- If you are unsure — rather step back and speak to someone

Looking after yourself is part of looking after others.

6. Using Our Systems

To keep things running smoothly and professionally:

- All bookings and training records are done on **SEAMS**
- Official communication happens on **Microsoft Teams**

This helps us stay organised, compliant and accountable.

7. Caring for Our Aircraft & Facilities

Our aircraft and facilities are shared assets — and we all take responsibility for them.

- Treat everything with care and respect
 - Report any issues immediately
 - Leave things better than you found them
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8. Learning & Training Environment

LAC is a place of growth.

- Students: ask questions, stay curious, and be prepared
- Instructors: lead with professionalism, patience and clarity
- Everyone: support a positive and encouraging learning environment

We are here to help each other succeed.

9. Communication & Teamwork

Good communication keeps us safe and effective.

- Speak clearly and honestly
- Share information when it matters
- Raise concerns early

We work best when we work together.

10. Guests & Visitors

We love welcoming guests to LAC.

- Members are responsible for their guests
- Guests should follow club guidelines and respect the environment

Let's make every visit a good one.

11. If Things Go Wrong

If someone falls short of this Code:

- We address it **fairly and respectfully**
 - We focus on correction, not punishment
 - Serious or repeated breaches may require formal action
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12. Our Culture

At LAC, we aim to build:

- A **safe** environment
 - A **professional** training organisation
 - A **welcoming and supportive** aviation community
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Final Thought

Every time you arrive at LAC, you help shape what this club stands for.

Let's continue to build something we're all proud of — together.

Disclaimer – Right of Access & Membership Reserved

Lowveld Aero Club (LAC) and its Approved Training Organisation reserve the right of admission, access and membership at all times.

All members, students, clients, visitors and guests are expected to conduct themselves in a professional, respectful and responsible manner consistent with the values, safety standards and Code of Conduct of LAC.

Any conduct deemed to be:

- Unsafe
- Disruptive
- Dishonest
- Abusive
- Discriminatory
- Intimidating
- Unprofessional
- Or otherwise detrimental to the interests, safety, reputation or operations of LAC

may result in the matter being referred to the appropriate disciplinary or management committee for review and consideration.

Following review:

- Access to LAC facilities, aircraft and services may be restricted or terminated
- Membership, training privileges and/or hire-and-fly privileges may be suspended or terminated

The decision of the duly mandated committee or management structure of LAC shall be regarded as final, subject to any applicable constitutional, contractual or legal requirements.

LAC further reserves the right to take any reasonable action necessary to protect:

- Aviation safety
- Members and staff

- Aircraft and facilities
- Operational integrity
- The reputation and sustainability of the organisation.

LAC Management Team

May 2026