

## RULES ENFORCEMENT POLICY

*The policy for responding to rule infractions of the Sylmar Hang Gliding Association is described below. The Board of Directors is to follow this policy to maintain a fair and predetermined response to rule infractions. If an accident causes a significant and tangible effect on the Association or to the sport of hang gliding, the Board will respond by using the procedures described under Significant Incidents. Otherwise, incidents need not be witnessed by a Director or an Association member to result in action by the Board.*

1. Standard Incidents – Standard Incidents include infractions of all SHGA rules except those regarding Helicopter Fire/Rescue Operations, the Class A Airspace, and Flights Over Sensitive Residential Areas (for these, refer to Significant Incidents). The following procedures will be followed in case of violations of Standard Incidents.

**First Infraction:** Oral Warning from a Director. The Oral Warning to the pilot shall include:

1. A description of the rule and the Incident.
2. A warning that the next Incident will result in a Written Warning.

Most Incidents are errors of ignorance or other unintentional acts. In any case, the pilot should be given the benefit of any doubt, and the Oral Warning must be respectful and non-confrontational. The Oral Warning will be discussed at the next Board meeting and recorded in the Board Minutes.

**Second Infraction:** Written Warning from the Board. A Written Warning may result if a pilot repeats an Incident after receiving an Oral Warning. The Board shall, at a regular or special meeting, discuss the Incident. The alleged violator shall be requested to participate. After the discussion, the Board shall vote to issue a Warning from the Board to the pilot. The Written Warning shall include:

1. A description of the rule and the infraction.
2. A description of the prior Warning.
3. A warning that the next Infraction will result in a Suspension of Flight Privileges of up to two months.

**Third Infraction:** May result in a Flying Privilege Suspension. A Flying Privilege Suspension may be up to two months in length for this category of Incident. The Board shall, at a regular or special meeting, discuss the Incident. The alleged violator shall be requested to participate. After the discussion, the Board shall vote to suspend the pilot's flying privileges and issue a written notice providing details of the suspension. The notice shall include:

1. A description for the rule and the infraction.
2. A description of the prior warnings.
3. The period of the flying suspension, which may be up to two months in length for this category of incident.
4. A warning that the next infraction will result in a permanent Flying Privilege Suspension.

**Fourth Infraction:** Suspension of Flight Privileges.  
(Refer to Significant Incidents below.)

2. **Significant Incidents** – Infractions involving violations of the following rules are Significant Incidents:

- A. Helicopter Fire/Rescue Operations
- B. Class A Airspace Restrictions
- C. Flights Over Sensitive Residential Areas

Furthermore, a Significant Incident is any infraction that causes a significant or tangible negative effect on the Association or the sport of hang gliding. For this reason, the enforcement policy is rigid and serious.

In response to the first Significant Incident, the Board shall follow the procedures described above under Standard Incident, including parts 1 and 3. Moreover, upon a two-thirds vote of the Board of Directors, the Board may immediately follow the procedures described above under Standard Incidents, Third Infraction, including parts 1, 3 and 4, with the penalty ranging from two months suspension to permanent Suspension of Flight Privileges.