

Young Eagles Risk Management Training



Version - 2023

Why the need for this training?

- Educate chapter leaders
- Understanding the EAA insurance plan
- Emphasize importance of waivers
- How to work with non-EAA entities
- Planning for the “what ifs”
- Reduce liability for pilots, chapters, and EAA



Young Eagles Program Requirements

- Chapter Requirements
- Volunteer Requirements
- Flight Guidelines
- Youth Requirements



Chapter Requirements

- Must be current on chapter renewal
 - Due December 31
- Must have a Young Eagles Coordinator
 - Maximum of three coordinators
- Must submit an event insurance application
 - Submit at least 30 days prior to the event



Volunteer Requirements

EAA Volunteer Pilots

- Current EAA member
- Youth protection and background check
- Legal to carry passengers
 - Currency requirements
 - Flight review
 - Medical/Basic Med (if applicable)
- Airworthy aircraft
- Passenger liability insurance
 - Pilot must carry a minimum of \$100,000 per passenger liability insurance
- Supplemental EAA insurance (\$1M)

Young Eagles Coordinator

- Current EAA member
- Current chapter member
- Youth protection and background check
- Young Eagles Risk Management Training

Ground Volunteers

- Minimum of two ground volunteers must have completed YPP and background check
- Two-Deep Leadership with youth at all times
- EAA and chapter membership recommended

Flight Requirements

Before the Flight

- Complete registration form and waiver
 - Signature from parent/legal guardian and pilot
- Leave the waiver on the ground
- **No hot loading (boarding with the engine(s) running)**
 - **Helicopters included**
- Provide passenger briefing (suggested)
 - How to board the aircraft
 - How the seatbelts work
 - How the doors/canopy work

In Flight

- Day VFR
- No Aerobatics
- No formation flights
- No unusual attitudes
- Flight must remain within 25nm of departure airport
- May not land at a different airport, except in emergency situations
- Maximum of three passengers per flight
 - Recommend one Young Eagles per flight
- No switching of seats in flight

Youth Requirements

- Age – 8 to 17
- Signature from parent/legal guardian
 - Grandparents and extended family do not qualify unless legal guardian
- Allowed to take multiple flights
 - Six to seven times more likely to pursue a future in aviation



EAA Insurance Plan

Two different policies are in play regarding Young Eagles activities.

Chapter General Liability Insurance Policy
and
Young Eagles Non-Owned Aircraft Policy



EAA Insurance Plan

Chapter General Liability Insurance Policy

- Who is covered? – Chapter, members, officers, volunteers
 - Mandatory for all chapters in US and Canada
 - Paid by the chapter during chapter renewal
- What is covered? – Liability coverage for approved chapter events, including Young Eagles rallies. Including bodily injury and property damage.
 - \$1 million, \$2 million, and \$3 million limits available (different premiums)
 - **Mandatory** coverage available to chapters with facilities
 - Optional Hangarkeepers coverage also available.
- Where is coverage in place? – Ground liability insurance only (i.e. trip and fall, burns, etc.)
- When is coverage in place? – Coverage in place 24/7



EAA Insurance Plan

Young Eagles Non-Owned Aircraft Policy

- Who is covered? – EAA member pilots and chapters
 - Pilots must carry minimum of \$100,000 per seat liability insurance
- What is covered? – \$1 million excess for bodily injury and property damage liability
- Where is coverage in place? – During the Young Eagles flight
- When is coverage in place? – Automatically in place for any Young Eagles flight



EAA Insurance Plan



Chapter Insurance – General Liability Coverage

Covers the ground activities at a Young Eagles rally
(i.e. trip and fall, burns, etc.)

Not limited to Young Eagles activities



Young Eagles Non-Owned Aircraft Policy

\$1 million of excess liability

Covers inflight/aircraft operations for **any** Young Eagles flight

Limited to Young Eagles flights (waiver validates what is/isn't a Young Eagles flight)

EAA Insurance Plan

What isn't Covered?

Chapter Insurance Plan – General Liability Protection

- Unapproved activities
- Other organizations (i.e. flying club, pilots association, rotary club, etc.)

Young Eagles Insurance – Non-Owned Aircraft Policy (\$1 million of excess liability)

- Aircraft hull coverage
- Flight activities outside of the Young Eagles program (i.e. make a wish flights, CAP flights, charitable flights, commercial ride activities, etc.)

EAA Insurance Plan

What would nullify the coverage?

Chapter Insurance Plan – General Liability Protection

- Unapproved activities

Young Eagles Insurance – Non-Owned Aircraft Policy (\$1 million of excess liability)

- Pilot who fails to meet pilot requirements
 - EAA membership, passenger currency, aircraft airworthiness requirements, YPP/BG Check, personal passenger liability coverage, etc.
- Flight operated outside of flight guidelines
 - Night flight, aerobatics, formation flights, IFR, landing at a different airport, hot loading, etc.

Waivers | Release of Liability | Registration Forms

Young Eagles Registration/Waivers – Why do we need them?

- Understanding of inherent risk
- Waive liability/assume risk
- Indemnify/hold harmless
- Consent
- Documentation of flights
- Bottom line: Extra protection for pilot, EAA, and chapter.

Note: New waiver doesn't include a photo release

- Separate release at EAA.org/YEVolunteers

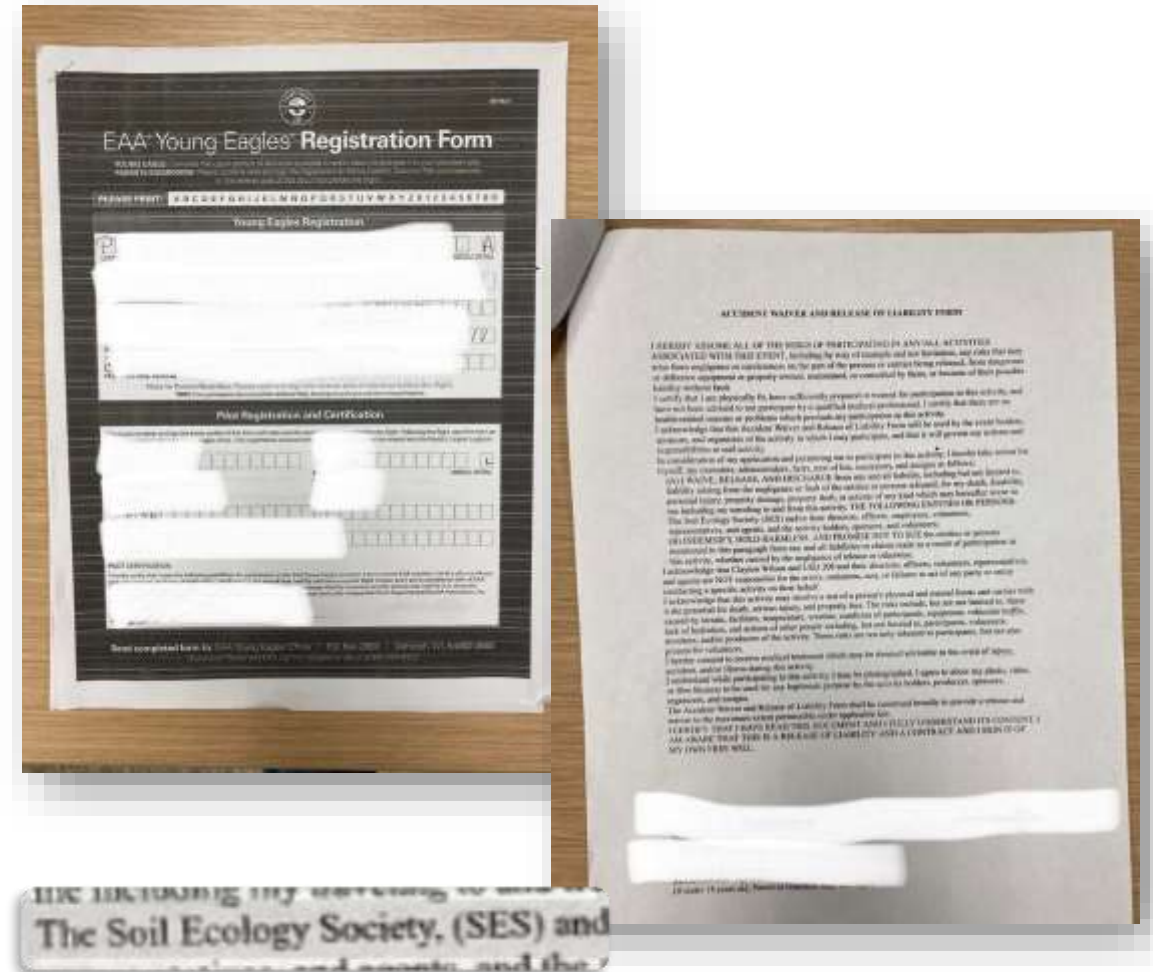
Must be signed by pilot and parent/legal guardian before every Young Eagles flight



Waivers | Release of Liability | Registration Forms

Unacceptable Waivers

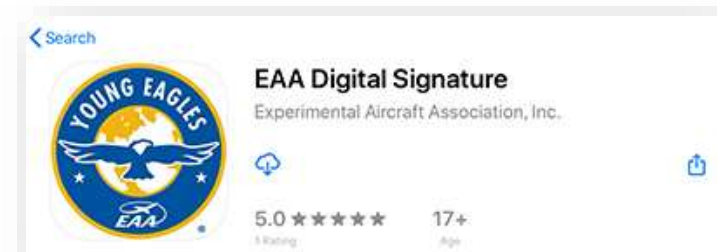
- Missing parent and/or pilot signatures or accepting signatures other than the parent/guardian
- PDF scans or photo copies of signed waivers
- Using a YE waiver for Eagle Flights or vice versa
- Printed PDFs that are missing portions of the original two-sided forms (must be front/back)
- Out-of-date versions



Waivers | Release of Liability | Registration Forms

Acceptable Waivers

- The current (revised 06/21) two-sided flight registration form and liability waiver
- The one-sided liability waiver printed via Young Eagles Online Registration (YEDay)
- Digital submissions of signatures for both the pilot and parent, via the EAA Digital Signature iPad App.
- **Only these three waiver will be accepted moving forward. Any other waiver submission will render the flights invalid.**



Waivers | Release of Liability | Registration Forms

The Bottom Line

- **NO SIGNED WAIVER – NO YOUNG EAGLES FLIGHT**
 - No Young Eagles credits, no pilot credits, no entry into World's Largest Logbook
- **Three Acceptable Waivers**
 - The original hard copy two-side registration form/waiver dated (06/21)
 - Printed liability waiver from Young Eagles online registration (YEDay), unique to each registrant
 - EAA Digital Signature App submissions (pilot and parent) in conjunction with Young Eagles online registration (YEDay)

Young Eagles Rally Planning Considerations



Young Eagles Rally Planning Considerations

Only EAA Chapters can host/sponsor Young Eagles rallies

Question:

What defines a Young Eagles rally?

Answer:

a. Any time there are more than two EAA member pilots providing Young Eagles flights.

OR

b. There are two aircraft at capacity and youth participants left waiting on the ground for a Young Eagles flight.

OR

c. There are six or more youth participants left waiting on the ground for a Young Eagles flight, regardless of the number of aircraft flying.

Young Eagles Rally

Hosting v. Participating

- **Sole Organizer** – Chapter maintains planning and operational control of the entire event.
i.e.: Young Eagles Rally and Pancake Breakfast at the airport
- **Participant** – Chapter participates by providing approved activities at another organization's event.
i.e.: EAA chapter holds Young Eagles Rally at an airport sponsored open house, with food vendors on-site to sell food for a different organization.
 - Only the chapter's involvement (i.e. Young Eagles rally) is covered
- **Co-sponsoring** an event is a prohibited activity under the Chapter Insurance Plan.
 - With the exception "with other EAA chapters" as they fall under the same EAA insurance plan
i.e.: Chapter and Pilot Association are co-sponsoring a fly-in
- **Being the sole organizer is approved, participating is approved, co-sponsoring is prohibited**

Young Eagles Rally

Filing Event Insurance

Required to submit for all chapter events – especially Young Eagles rallies

EAA.org/ChapterInsurance

Provide Full Disclosure of What's Planned at the Events

- What, Where, and When is the event?
 - Why is this important?

Next Up

- Five Little Words

Five Little Words

What could possibly go wrong?



Apply for Insurance

Once the form is submitted, you have the opportunity to print a copy for your records. After the request has been reviewed and approved, you will receive a confirmation e-mail and certificate of insurance.

If the Risk Management Office requires additional information they will contact you directly prior to the event being processed and approved.

If you have any questions or we can be of help in any way, please contact Risk Management at: 920-426-6190, (800) 236-4800 Ext. 8106 (M-F 8:15am – 5:00pm) or chapterinsurance@eaa.org.

EAA Event Insurance Request Form

Preview My Submission

*Your Name

*Your EAA Number

Your Phone Number

*Your Email Address

*Your EAA Chapter

Find Your Chapter

*Chapter Position

Event Information

*Event Title

*Event Start Date

*Event End Date

*Recurring Event? ☐ Yes ☐ No

Run Start Date (month/year)

Run End Date (month/year)

Event Airport ID

[Airport Lookup](#)
(US & Canada only)

Your Chapter's role in this Event

Sole Organizer * Chapter is the only organization involved in the planning and conduct of this event.

Participant * Chapter will provide an activity (i.e. breakfast, lunch, Young Eagles, Chapter display) at an insured event sponsored by another organization.
Note: In order to participate in another organization's event, a certificate of insurance from the primary sponsor may be required.

Co-sponsoring, co-sponsoring, or joining with another organization to share operational responsibility of an event is not permissible.

Is the chapter the primary sponsor?
☐ Yes ☐ No

Is any person or organization requesting additional insured status under this insurance?
☐ Yes ☐ No

Only facility owners are eligible for additional insured status.

Will the chapter sign any contracts, leases or other agreements related to this event?
☐ Yes ☐ No

Please forward any agreements, permits, contracts, etc. to the Risk Management Department by clicking here. Please include your chapter number and valid email address.

Will any vendors or exhibitors be participating at this event?
☐ Yes ☐ No

Estimate of Attendance:

*EAA Members

General Public

Activities

THE FOLLOWING ACTIVITIES ARE **NOT COVERED** BY THIS INSURANCE AND ARE NOT PERMITTED AT ANY EAA EVENT:

- Aerobatics - Paid or Unpaid (Does not include IAC contests)
- Airshow requiring Waivered Airspace
- Anything with respect to waivered airspace
- Balloon Breaking
- Endurance Flights Involving Fuel Exhaustion
- Flour Bombing
- Night Airshows
- Parachute Jumpers
- Participation in an uninsured event
- Pyrotechnics/Fireworks
- Racing of any kind
- Ribbon Cutting
- Sale of Alcoholic Beverages
- Simulated Aerial Combat
- Wheel Walking

EAA Chapter Insurance Event Form

It's Easy – Fill in the blanks and check the boxes!

EAA.org/ChapterInsurance

THE ACTIVITIES ABOVE ARE NOT PERMITTED, BUT REQUIRE A CERTIFICATE OF INSURANCE FROM THE EVENT RESPONSIBILITY PARTY, YOUR CHAPTER, ITS OFFICERS, MEMBERS, DIRECTORS, AND VOLUNTEERS AS AN ADDITIONAL INSURED. PLEASE CALL OUR RISK MANAGEMENT OFFICE FOR DETAILS OR QUESTIONS.

Please check all activities your chapter is responsible for at the event:

<input type="checkbox"/> Aircraft Manufacturer Demonstration Rules	<input type="checkbox"/> Aircraft Static Displays	<input type="checkbox"/> Aviation Exhibitors
<input type="checkbox"/> Awards Banquet	<input type="checkbox"/> Car, Motorcycle, Farm Equipment Display	<input type="checkbox"/> Charitable Flights under CFR 91.145(b)
<input type="checkbox"/> Cook-out	<input type="checkbox"/> Demonstrations	<input type="checkbox"/> Fly-by's (otherwise parade of flight; WAIVED AIRSPACE PROHIBITED)
<input type="checkbox"/> Fly-In	<input type="checkbox"/> Flying Start and/or Eagle Flights	<input type="checkbox"/> Fly-Market/Park Mall
<input type="checkbox"/> Fly-Out	<input type="checkbox"/> Food Vendors	<input type="checkbox"/> Formation Flights
<input type="checkbox"/> Hot Air Balloons	<input type="checkbox"/> IAC Aerobatic Contest - IAC Chapters only	<input type="checkbox"/> IAC Chapter Practice Day-IAC Chapters only
<input type="checkbox"/> IMC/VMC Program	<input type="checkbox"/> Non-Aviation Exhibitors	<input type="checkbox"/> Pancake Breakfast
<input type="checkbox"/> Poker Run Event	<input type="checkbox"/> Radio Controlled Aircraft Demonstrations	<input type="checkbox"/> Ride/Hopping/Zip Rides - Commercial Rules
<input type="checkbox"/> Spit Landing Contest	<input type="checkbox"/> Ultralight Pilot Proficiency Events	<input type="checkbox"/> Workshops
<input type="checkbox"/> Young Eagle Rides		
Other <input type="text"/>		

Additional

Please include the chapter number and a valid email address when requesting the following:

- ☐ Chapter Insurance Quote Request
- ☐ Young Eagle Pilot Guidelines Request

If you are interested in the Adult Eagle Flight Ride Guidelines information please fill out [this form](#).

Will the chapter be using any ground vehicles (e.g. golf carts, scooters, cars, trucks, etc.) to support the event?

☐ Yes ☐ No

The space below may be used should you wish to include any additional information.

(2500 Character limit)

Agree to Terms

By selecting "Yes" below the subscriber declares that to the best of his/her knowledge and belief that the statements set forth herein are true and that they have been authorized by the Chapter to request insurance for this event.

Please be advised, incomplete or inaccurate information may impair insurance coverage. This application does not commit the insurers or EAA to any liability until the company agrees to effect the insurance.

* ☐ Agree To Terms

Young Eagles Rally

Other Flight Activities

Adult Ride Along – Not recommend as it takes away from the experience.

- Sometimes required (i.e. youth with disabilities, nervous children)
- EAA does offer adult ride along waivers. Required to turn these in with YE waivers
- EAA.org/YEVolunteers

Eagle Flights – Cannot occur concurrently with Young Eagles rallies

- EAA.org/EagleFlights

Flying Start Events – Do not combine with Young Eagles rallies

- Operationally speaking, the events are very different
- One-off Young Eagles flights acceptable (i.e. 17 year old aspiring pilot)
 - Be sure to have Young Eagles waivers
- EAA.org/FlyingStart

Young Eagles Rally

Event Briefings

Pilot briefing – Recommended for all volunteer pilots to participate.

- Review taxi routes, route of flight, reporting points, etc.
- Consider involving ATC if at a towered airfield

Volunteer briefing – Brief all the ground volunteers

- Review the check-in process, to ensure waivers are all signed
- Review safety area precautions. i.e. where escorts are needed

Post event debrief – Review event procedures, what worked, what didn't work, etc.

- Collect volunteer feedback

Young Eagles Rally – Using Sound Judgement

Overall Decision Making – Always err on the side of caution.

- EAA will back up chapter decisions made in the best interest of safety.

Weather – Consider setting event weather minimum/maximums that will make go/no-go decision easy.

Pilot Selection – If you feel a pilot is unfit to fly at a rally, the chapters can remove them from the flight roster.

Flightline Safety – Safety area, marshals, trained escorts, safety vests, etc.

Young Eagles Rally – Using Sound Judgement

Saying “no” is difficult – The correct decision is often times the most difficult one to make.

- “No, we cannot accept a grandparent’s signature in place of the parent signature”
- “No, we won’t be flying today because the winds are unfavorable.”
- “No, we won’t be taking any more registrations today, because our pilots have already flown for 3 hours.”
- “No, we cannot let you fly without a completed waiver”

Planning for the what ifs...

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Pilot, boy die as 2 small planes from Young Eagles rally collide in Lancaster



The wreckage of a small plane that crashed in Lancaster after colliding with another plane is seen in this aerial photo Saturday, Sept. 27, 2014. (John Hickey/Buffalo News)


By Jay Rey | News Staff Reporter, Matthew Spina | News Staff Reporter | Google+ on September 27, 2014 - 11:16 AM, updated September 28, 2014 at 10:27 PM

Recommend 115

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What a day it was to be. Their flights Saturday morning out of a small Lancaster airport in single-engine aircraft would introduce them to recreational flight.

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HOVER TO WATCH

CALENDAR
Alden Events
Sat. 10/4: Alden Farmers' Market
Submit an event More events >

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Text message notifications of news happening now.
Sign up

Newsletters
The top stories from your favorite sections delivered to your inbox.
Sign up



Preparing for an Accident/Incident

Reporting to EAA HQ

- **Report ALL incidents to EAA HQ** – No matter how big or how small...
- Disclose all event details
- Report ASAP following an incident
- EAA.org/ChapterInsurance > Incident Reporting
- Incident Contact Karen Kryzaniak
 - 920-426-4822 office
 - 920-379-4822 cell
 - kkryzaniak@eaa.org

Preparing for an Accident/Incident

Documentation and Reporting

- Note the date, time, and location of the accident or occurrence. Draw a diagram if applicable.
- Obtain names, addresses, and telephone contact numbers for all injured persons or damaged property.
- Attempt to obtain names, addresses, and telephone contact numbers for all witnesses to the accident or occurrence.
- Make sure immediate first aid is provided, and qualified medical personnel are notified of any injury.
- Protect damaged property from any further damage.
- Have someone take immediate photographs of the accident scene if possible.
- Report incident to local FAA office or other government authority if applicable.
- Pilot must report any incidents/accidents to the FAA (substantial damage only)

Preparing for an Accident/Incident

Chapter Planning

- Communication plan should an off-field/alternate airfield landing be needed
 - Pilot communication back to chapter
 - Chapter communication with family
 - Transportation plan
- Crowd control in case of an incident
 - Keep attendees in a controlled area
- Prepare for documentation – *More to come on this...*
- Prepare for contact from media outlets – *More to come on this...*

Preparing for an Accident/Incident

Working with the Media

- Do not speak to the media about the incident – But be prepared for the media to call the chapter
- Know where to direct a reporter for facts from the FAA or NTSB
- Consider collecting background information on your chapter/airport
- What would be your response as a chapter leader or member if you answered the phone and the caller said, “I’m a reporter from (your local newspaper) and would like to ask you a couple of things about the airplane accident today.”? NO COMMENT is not a good answer.
- Do not speculate – “We understand there has been an incident today at the Local County Regional Airport. The local authorities, along with the FAA and NTSB are conducting a thorough investigation. Once more facts are available, they will be reported by those agencies. Our thoughts and prayers continue to be with those involved.”

Young Eagles Risk Management Training Wrap-Up

Complete the Quiz – Link available on the next page.

- Must score a 70%
- May retake as many times as needed

Share This Training – Encourage fellow chapter leaders to complete this course

Printable PDF – PDF of these slides is available for download on the next page.

- Also available at **EAA.org/YERiskTraining**

Thank you!!!

The Young Eagles program is the world's greatest youth aviation program, thanks entirely to your volunteer efforts!

[Questions: yeagles@eaa.org](mailto:yeagles@eaa.org)

