



75 rue Albert Street, Suite 903  
Ottawa, ON K1P 5E7  
Tel: 613.236.4901 | Fax: 613.236.8646

June 26, 2023

To Whom It May Concern:

The bearer of this letter is a member in good standing of COPA, the Canadian Owners and Pilots Association. They are seeking a Vulnerable Sector Check to participate as a Volunteer Pilot in an upcoming Discover Aviation event – our organization’s national aviation outreach program.

COPA is a federally incorporated non-profit corporation and is the national advocacy group for general aviation in Canada, representing over 13,000 pilots and aircraft owners in every province and territory. Through our 200 local chapters (called “COPA Flights”) in communities across Canada, COPA delivers a volunteer-run program entitled “Discover Aviation” that gives Canadians, aged 8 and older, the opportunity to experience a flight in a small general aviation aircraft or helicopter.

The flights are preceded by a ground school-type session where participants learn the basics of the theory of flight and aircraft operations. As required by law, all participants are provided with a thorough briefing on safety and emergency procedures prior to boarding the aircraft. The flights themselves are usually 15-25 minutes in duration. The volunteer pilots supply their time and their own personal aircraft to provide the rides to participating youth.

Volunteer Pilots are unpaid volunteers and receive no compensation for their time or for the operating expenses of their aircraft. Due to the nature of some aircraft, it is not always possible for the parent to accompany the minor for their flight. Where aircraft are capable of carrying multiple passengers, those seats are generally allocated to participating youth except in cases where parents specifically ask to accompany their minor on the flight.

COPA prides itself on never having had an incident in the history of our program. Nevertheless, due diligence and advice from our legal counsel requires that COPA begin mandating volunteer pilots to undergo a Vulnerable Sector Check to be eligible to volunteer in this position.



75 rue Albert Street, Suite 903  
Ottawa, ON K1P 5E7  
Tel: 613.236.4901 | Fax: 613.236.8646

We intend to require pilots complete the check every three (3) years. Where pilots have completed a Vulnerable Sector Check for another organization, COPA will accept an original copy of that check, provided it is not older than three (3) years from the date the pilot intends to volunteer in the Discover Aviation program.

For more information on COPA's Discover Aviation Program or about COPA, visit our website: <http://www.copanational.org> or contact our office: 613-236-4901.

Regards,

*Sharon Cheung*

Sharon Cheung  
Director, Programs and Community Relations  
Canadian Owners and Pilots Association (COPA)