We hope that many of you have been making progress in the IAA registration.

We have been listening to member feedback and your issues with the process.
Now with some recently updated information from the IAA. , MACI has revised this document, we hope it provides some more assistance to those preparing to register.

A very high level of security has been employed within this new database which many will welcome, however this brings a certain complexity for some of our members not so familiar with this technology.

The process can be split into a number of distinct phases.

The IAA has created a number of useful videos which should be watched prior to each step, the actual "Vimeo" links have been given below (Click to watch):

Operators must be at least 16 years of age. For all pilots under 16 years of age, a parent or guardian must register as the operator on their behalf and then use that tag. For children of MACI seniors then just use your own IAA tag on your children's models and MACI membership application form

The principal change for MACI members is the closing of the old scheme and individual models no longer require registration. The new system is based on registering the "Pilot" and then all your models weighing > 250g will carry that single Unique ID.

From 1st January 2021 it is illegal to fly a model aircraft unless the "operator" is registered and their model is carrying the registration number provided by the new EU system.

Our current MACI regulations call for compliance with these changes.

As per the EU Regulations this will be valid for two years. From April 1st 2021 onwards the fees will be €30 for a two year operator registration certificate.

If you have any problems, please contact the recently amended email mysrssupport@iaa.ie.

Video for Step 1A and 1B

https://vimeo.com/510487819

Written Step 1A.

Log on to IAA web page using this link **https://iaa.mysrs.ie**

The IAA has advised not to use "Internet Explorer" as there are known issues, not yet rectified.
"Google Chrome", Microsoft Edge or Mozilla are working OK.

Make an account using your regular email address and a password to use on this app.

For this step you must make a new account, not use the "login" option
Use your own email address and make up a password. If the system does not accept your password it may be too short or very simple. Try adding a mix of letters and numbers.
You must then use the scroll bar to move to the end of "terms and conditions" where you will tick the box and submit your details.
For any member without an email account then one should be created, they are free, requiring only a simple application process, the "Gmail" option is very popular.

Written Step 1B.

The IAA will send an email back to your email address, it may be 5 mins or a few hours later. Once you acknowledge the received security email by clicking on the link you can now use the **"login"** option and start the completion of the details requested.

Video for Step 2A and 2B

https://vimeo.com/510488114

Written Step 2A.

In this step you will be required to prove your identity. This can be accomplished by uploading a copy of your "Drivers Licence" or you're "Passport"
The previous version was requiring a "PDF" file but it has now been altered to accept a simple "JPEG" picture file dropped directly into the screen box.

A smartphone or digital camera can be used, then transfer the picture to your PC by a cable or the SD card to the desktop.

Written Step 2B.

After you have completed step 2A by uploading the "JPEG" picture, the IAA system will create a final document on their system and it will eventually be sent back to you by email. The document is sent in the "PDF" format which you have to sign with a signature that will be used to compare with the documents previously sent to them so use the same name layout as on your document, full name and spelling etc.
The difficulty in this step is to put the signature onto this document.

An option for some will be to sign the document electronically on the actual document sent and others may be able to sign the document with a "Stylus" on a mobile device.
If none of those options are available to you then you will have to print the document and use a regular signature with the more traditional biro. If that's an issue then you could forward it to a colleague get it printed and drop it back to you personally.
Once you have the signed page, you can take a picture again.

Once you have completed Step 1 and Step 2, you are now registered, the remaining steps no longer require any paperwork but will require a smart phone with a camera.
We currently have no workaround for this other than to suggest you work with a colleague

Video for Step 3
Help video for this stage   https://vimeo.com/510487926

Written Step 3
In this step you are required to set up a system called two factor authentication (2FA). The difficulty here is that it can only be completed using a smartphone with a camera.

It is best to have your phone setup prior to logging on by installing the correct APP from the Android or Apple APP stores. "Microsoft Authenticator" as shown in the video and works well so use this one. Alternatives are "Google authenticator", "Authy" or "FreeOTP".

We are not aware of any workaround on this step at this time but we are in discussions with the IAA to see if we can help for some members who may still be having difficulties, we encourage all members to complete this stage if they have a smart phone so that we can ascertain where remaining help is required.

Please note that 5 password recovery keys will be shown on the screen, you should take a picture of them for safekeeping as they will disappear after the "2FA" is set up.

Once you have reached this step in the system you will be required to input the randomly generated six digit code provided by the "Authenticator app" on your phone at each future login.

All IAA videos are also available in one place on Vimeo.

https://vimeo.com/user132914115

Video for Step 4
https://vimeo.com/528250169

Written Step 4
In this step you are required to complete the universal "UAS Proof of online Training"

We recommend that you watch the test video in advance at the link above.

It is a basic test without a time limit and you will get plenty of opportunity to retake questions as needed. After each complete try, the incorrect questions will be marked and you can select another option, eventually once they all correct you will be allowed to proceed.

Do not go out to the "YouTube" link as the IAA video will not complete and then you cannot get the "next" option which starts the questions.

Step 5

You are almost there, just follow the "next" clicks on screen and fill in the questions until you reach the payment options and pay as you wish.

Some important pieces of information you will require are:
- For the Insurance Question please use "MACI Insurance"
- For the Category Question please use "A3"

Step 6

Having now paid and received your receipt you can printout your "Operator Certificate", there is a small cloud icon, top right of screen which will show it to you. You can save to your computer and then print a copy for your flight box. Please note that the "RP" number is only proof of training and not your "operator number" as required by MACI.

The "QR Code" on this certificate contains your registration number so if you wish you can make copies of this and put on your model. Spray with some fuel proofer to give a long term finish. If you make them approx. 33mm square then you can place them over your existing IAA labels. Some members have incorporated their MACI number with this new label.

If you later scan this tag on any model using a smartphone it will automatically provide a link to the login page for the IAA, and the unique long number code will be shown on your phone screen. This will be the most convenient method going forward for verifying compliance. Spray with some fuel proofer to give a long term finish if desired.

If you prefer you can use the long number provided and place on your model as per the IAA guidelines.

Display of the members MACI number also remains a requirement at this time.

Liam Broderick,
IAA Liaison Officer MACI, 21/06/21