Making a Claim for a Badge or Distance Certificate

# Before the Flight

Before your flight, identify an Official Observer and understand the rules for the flight you wish to do. This is important because the rules are different from those that apply to the OLC, or to general flying.

Make sure you have a flight recorder suitable for the flight you will want to claim. For Silver and Gold badges, a lower standard applies, and you can use a file recorded in a Flarm or by using XCSoar in a commercial device such as a phone. However we recommend if possible that you use a secire IGC approved flight recorder wherever possible.

Do the flight under the supervision or control of the Official Observer.

# After the Flight

You should download the IGC file directly from the device in the presence of the Official Observer. The file needs to come directly from the device that recorded it, not from some other source such as the OLC. If you don’t have the skills, other pilots or IT experienced people can help.

The flight should be checked by the OO to ensure that it meets the requirements for a claim. You should not rely on the Badge Claim process or the Badge Claim Officer to check the validity of the claim.

# Making a Claim

Go to the GFA website and log into your MyGFA menu. In this menu there is an option for making a Badge Claim. Direct access to MyGFA is [HERE](https://www.admin.glidingaustralia.org/index.php?option=com_chronoforms6&chronoform=mygfaauthv6). You can also access MyGFA through the GoMembership login.

This option will open a form which you can use to make the claim.

Fill in the form, and when you have completed it you will be asked for a payment, and then to upload the IGC files that are relevant.

The result will be sent to the Badge Claims Officer with a copy to you and the Official Observer.

The Badge Claim Officer will assess the claim and reply to you by email with the result.

# Adding a Credential

After you have notification of a successful claim, log into GoMembership and add a Credential for the relevant item (eg, Gold C Height, Silver C Distance…) and when asked for supporting evidence add a copy of the email you have received from the Badge Claims Officer.

There is further help on doing this in the Document Library or in the Documents Tile in GoMembership.