

Civil Aviation Rules



Notice of Proposed Rule Making NPRM 20/08-24 11 December 2020

Part 102 Unmanned Aircraft Operator Certification

Consequential Amendments:

- Part 1**
- Part 12**
- Part 47**
- Part 61**
- Part 101**
- Part 141**

Docket 20/08/CAR/102/24 2020 Rules Review

Proposed Rule Applicable 11th December 2020

Background to the Civil Aviation Rules

The Civil Aviation Rules establish the minimum regulatory safety boundary for participants to gain entry into, operate within, and exit the Papua New Guinea civil aviation system. The Rules are structured in a manner similar to the Civil Aviation Rules of New Zealand and the Federal Aviation Regulations of the USA. Where practicable the Rules also align with the regulatory code of the Civil Aviation Safety Authority of Australia.

Rules are divided into Parts and each Part contains a series of individual rules which relate to a particular aviation activity.

Advisory Circulars accompany many rule Parts and contain information about standards, practices and procedures that the Director has established to be an Acceptable Means of Compliance (AMC) with the associated rule. An Advisory Circular may also contain guidance material (GM) to facilitate compliance with rule requirements.

The objective of the Civil Aviation Rules system is to strike a balance of responsibility between, on the one hand, the State and regulatory authority, the Civil Aviation Safety Authority of PNG (CASA PNG) and, on the other hand those who provide services and exercise privileges in the civil aviation system. This balance must enable the State and regulatory authority to set standards for, and monitor performance of aviation participants whilst providing the maximum flexibility for the participants to develop their own means of compliance within the safety boundary.

Section 45 of the Civil Aviation Act 2000 prescribes general requirements for participants in the civil aviation system and requires, amongst other things, participants to carry out their activities safely and in accordance with the relevant prescribed safety standards and practices.

Section 72 of the Act allows the Minister to make ordinary rules for any of the following purposes:

- (a) The implementation of Papua New Guinea's obligations under the Convention;
- (b) To provide for a safe, sustainable, effective and efficient aviation services;
- (c) The provision of aviation meteorological services, search and rescue services and civil aviation security programmes and services;
- (d) Assisting aviation safety and security, including but not limited to personal security;
- (e) Assisting economic development;
- (f) Improving access and mobility;
- (g) Protecting and promoting public health;
- (h) Ensuring environmental sustainability;
- (i) Any matter related or reasonably incidental to any of the following:
 - (1) The Minister's functions and role under section 8 of the Act;
 - (2) The Authority's general objects and functions under section 11 of the Act;
 - (3) The Authority's functions in relation to safety under section 12 of the Act;
and
 - (4) The Director's functions and powers under section of 17 the Act
 - (5) The Director's powers under section 52A, 53 and 54 of the Act
- (j) Any other matter contemplated by any provision of the Act

Contents

1. Purpose of this NPRM	4
2. Background to the Proposal.....	4
2.1 General Summary	4
2.2 NPRM Development.....	5
2.3 Key Stakeholders	6
3. Costs associated with this NPRM	6
3.1 Consequential Amendments	6
3.2 Exemptions	6
3.3 ICAO SARPS and Level of Risk to Papua New Guinea Aviation Safety	6
3.4 Compliance Costs	7
4. Summary of changes	7
5. Legislative Analysis	8
5.1 Power to Make Rules	8
5.2 Matters to be taken into account	8
5.2.1 <i>ICAO Standards and Recommended Practices</i>	8
5.2.2 <i>Assisting Economic Development</i>	8
5.2.3 <i>Assisting Safety and Personal Security</i>	8
5.2.4 <i>Improving Access and Mobility</i>	9
5.2.5 <i>Protecting and Promoting Public Health</i>	9
5.2.6 <i>Ensuring Environmental Sustainability</i>	9
6. Submissions on the NPRM	9
6.1 Submissions are invited	9
6.2 Examination of submissions.....	9
6.3 Disclosure	9
6.4 How to make submissions.....	9
6.5 Final date for submissions.....	10
6.6 Availability of the NPRM.....	10
6.7. Further information	10
Proposed Rule Amendments	11

1. Purpose of this NPRM

The purpose of this Notice of Proposed Rulemaking (NPRM) is to put forward for consideration of proposed amendments to Civil Aviation Rule (CAR) Part 102.

2. Background to the Proposal

2.1 General Summary

RPAS/Drone operations in PNG

Remotely piloted aircraft (RPA) operations in Papua New Guinea are conducted either under Civil Aviation Rules Part 101 or Part 102.

At this time, under Part 101 drone operators in PNG may conduct remotely piloted aircraft systems (RPAS) activities only if all such drone operations are carried out wholly within the strict requirements of Part 101, and those operators self-regulate their own operations, but remain subject to CASA PNG surveillance and oversight.

Although there are general aircraft legislative requirements that apply to drone operators regarding the skills, qualifications, experience levels and standards, and the airworthiness status of RPA, respective specific requirements need to be incorporated into the legislation.

Furthermore, there are currently no specific provisions in the RPA rules for drone registration, remote pilot licensing, and unmanned aircraft aviation training organisations.

Part 101 at this time applies to both recreational and commercial operators with implied low levels of safety risk, but actual 'other-than-low-risk' commercial drone activities are being conducted without CASA PNG engagement or certification,

Such unregulated and uncertified operations do pose safety and security concerns within and to other highly regulated aviation participants, and the civil aviation system in general, especially when these operations are conducted by new, inexperienced, low skilled and unqualified entrants to the civil aviation system.

Revised Risk Based Requirements for Drones

With these considerations in mind, CASA PNG has revised its approach to RPAS operations, to align the PNG unmanned aircraft rules with the recently released International Civil Aviation Organisation (ICAO) Model Unmanned Aircraft Systems (UAS) Regulations.

The new CASA PNG approach will implement the following changes:

- Part 101 only for *low-risk, recreational, non-commercial* drone operations.
Part 101 will permit only low-risk, recreational, non-commercial RPAS operations to take place without the certification requirements of Part 102, *provided* the operation at all times remain compliant with the restrictions of Part 101.
- Part 102 unmanned aircraft operator certificate (UAOC)
All commercial drone operations and all others that cannot operate at all times wholly within the restrictions of Part 101, are considered by CASA PNG as 'other-than-low-risk' and will therefore be required to hold a Part 102 unmanned aircraft operator certificate (UAOC) and specific authorisation from the Director regardless of the actual safety risk levels of the commercial operation.

Unmanned Aircraft Rules and Terminology

The PNG Civil Aviation Rules Part 101 and Part 102 use different official terms which are defined in different parts of the respective rules. Part 101 will now apply to recreational, low-risk operations strictly within the restrictions of Part 101

Changes have been made to the following terms:

- ‘*Remotely piloted aircraft*’ (RPA) for the purposes of Part 101, includes ‘radio-controlled’ model aircraft but does not include control line model aircraft and free flight model aircraft.
- ‘*Model aircraft*’ now refers only to ‘free-flight’ model aircraft and ‘control-line’ model aircraft under the category of ‘unmanned aircraft’.

Part 102 applies to all unmanned aircraft that operate beyond the restrictions of Part 101 including fully autonomous unmanned aircraft, and programmable RPAS that operate automatically or on an automatic basis where the operator may manually intervene.

2.2 NPRM Development

ICAO Model UAS Regulations

ICAO was requested by Member States to develop a regulatory framework for unmanned aircraft systems (UAS) that operate outside of the Instrument Flight Rules international arena. Accordingly ICAO undertook a review of the existing UAS regulations of many States to identify commonalities and best practices that would be consistent with the ICAO aviation framework and that could be implemented by a broad range of States.

The outcomes of this activity are the ICAO Model UAS Regulations titled Part 101, Part 102 and Part 149.

The ICAO Model UAS Regulations and companion ICAO Advisory Circulars (ACs) offer templates to implement or supplement the existing PNG RPAS regulations, and are intended to be documents that will change with industry maturity, and provide CASAPNG with internationally harmonised material based on the latest international RPAS developments.

The ICAO Model UAS Regulations Parts 101 and 102 main points that have been adapted for inclusion in the PNG rules are summarised below.

a) PNG Parts 47, 101 and 102

- Part 47 amended for registration of unmanned aircraft more than 250g
- Part 101 and Part 102 require inspection and approval of RPAS greater than 10 kg
- Part 102 covers operations of all RPAS greater than 25 kg
- Part 102 assessment required for RPAS under 25 kg operating outside of Part 101
- Part 102 requirements for on-going RPAS certificate operations or one-time authorisation events
- Part 102 provisions for manufacturer type-tested RPAS, or RPA approved by an approved organization.

b) Part 141 Subpart Unmanned Aircraft Approved Organisation:

The use of an Unmanned Aircraft Training Organisation (UATO) to serve as a designee authorised by the Director under Rule 101.202 approved to perform specific functions related to drones is enabled under the new Part 141 rules for unmanned aircraft.

Once the organisation has been certified and approved, its implementation of the authorised functions including remote pilot licence training courses, drone inspections and approvals etc., can provide more expeditious processing of certification and reduce the workload for CASA PNG Inspectors. This arrangement however, does not preclude the Director from tailoring authorisations and approvals to meet regulatory requirements nor implementation of direct oversight activities.

c) Advisory Circulars (ACs)

ICAO has also provided various Advisory Circulars (ACs) as guidance and explanatory materials relating to the ICAO Model UAS Regulations which will be used as a basis for PNG ACs related to the Rules:

- Part 101 ACs provide guidance associated with Part 101 unmanned aircraft restricted operations.
- Part 102 ACs provides guidance relating to Part 102 with the specific authorisations, operator certification for an unmanned aircraft operator certificate (UAOC) and requirements for manufacturers. Guidance is also given on the carriage and transportation of dangerous goods (DGs) by unmanned aircraft, and helps bring understanding of the risks and responsibilities for safe carriage of DGs including information for packing and marking.

2.3 Key Stakeholders

The Civil Aviation Safety Authority identifies the following as key stakeholders for the proposed rule amendments contained in this NPRM:

- (1) The Civil Aviation Safety Authority
- (2) The Minister for Transport
- (3) The Minister for Civil Aviation
- (4) Aviation Document Holders
- (5) Other interested stakeholders

3. Costs associated with this NPRM

Costs associated with implementation of amendments to this Rule will be incurred.

3.1 Consequential Amendments

As a consequence of changes and updates to Part 102, also amended are Parts 1, 12, 47, 61, 101 and 141:

3.2 Exemptions

Exemptions are not addressed in this NPRM

3.3 ICAO SARPS and Level of Risk to Papua New Guinea Aviation Safety

The ICAO Standards and Recommended Practices (SARPS) are applicable to international operations. Since operations under Part 101 are conducted wholly within PNG, the ICAO SARPS are incorporated at the discretion of the Director subject to aviation safety considerations and assessments in the PNG aviation context and environment.

Nevertheless, international regulatory standards and industry best practices have been reviewed, adapted and incorporated in Part 101

3.4 Compliance Costs

Costs associated with operations in accordance with the amended Part 102 will incur costs.

4. Summary of changes

- **Rule 102.1 Purpose – amended:**
Added requirement that all unmanned aircraft operations for hire or remuneration (i.e. commercial) or other-than-low risk are subject to Part 102 authorisation or an UAOC.
- **Rule 102.3 Applicability– amended:**
Added requirement that all unmanned aircraft of certified all-up mass of 250gm or more undertaking commercial, or ‘other-than-low risk’, or ‘other-than-recreational’, or ‘other-than-Open Category Operations’ under rule 101.2019 unmanned aircraft operations are subject to Part 102
- **Rule 102.7 Requirement for authorisation or certificate– amended:**
Added provision for ‘authorisation’ and clarified that all commercial, other-than-low risk, other than recreational and other than Open Category Operations under rule 101.2019 unmanned aircraft operations are subject to Part 102
- **Rule 102.9, and 102.9(a) Application for authorisation or certificate... – amended:**
Added provision for ‘authorisation’ and reference made to 102 rule
- **Rule 102.11 Unmanned aircraft application and exposition– amended:**
Added provision for ‘authorisation’ in title; (b)(2) added ICAO provisions for identification of Remote Chief Pilot and responsibilities and functions: (b)(4) Added reference to safety management system under new rule 102.29.
- **Rules 102.13, 102.15, 102.17, 102.21, 102.23 amended –**
Added provision for ‘authorisation’
- **Rule 102.27 Retention of records – New Rule proposed:**
Added ICAO provisions for Safety Management Systems for unmanned aircraft operator authorisation (UAOA) or UAOC holders.
- **New Rule 102.29 Safety Management System – New Rule proposed:**
Added ICAO provisions for Safety Management Systems for unmanned aircraft operator authorisation (UAOA) or UAOC holders.
- **Appendix A Requirement for Manufacturers – New Appendix proposed:**
Added ICAO provisions for manufacturers of unmanned aircraft for specific types of operations.

5. Legislative Analysis

5.1 Power to Make Rules

The Minister may make ordinary rules under Sections 69, 70, 71 and 72 of the Civil Aviation Act 2000, for various purposes including implementing Papua New Guinea's obligations under the Convention, assisting aviation safety and security, and any matter contemplated under the Act.

These proposed rules are made pursuant to:

- (a) Section 69(1)(a) which provides for the Minister to make rules for the implementation of Papua New Guinea's obligations under the Convention;
- (b) Section 72(a) which provides for the Minister to make rule for the designation, classification and certification of-
 - (1) Air services;
 - (2) Aerodrome operators;
 - (3) Aviation security providers;
 - (4) Aviation training organizations"
 - (5) Aircraft design, manufacture, maintenance and supply organizations;
 - (6) Air traffic services;
 - (7) Aviation meteorological services;
 - (8) Aeronautical communication services;
 - (9) Aeronautical procedures.

The proposed new rule Part 102 complies with the requirements of the Civil Aviation Act 2000 (as amended) and does not contravene the Constitution, the Aerodrome (Business Concession) Act, Civil Aviation (Aircraft Operator Liability) Act, Aircraft Charges Act, Airport Departure Tax Act, the Explosive Act, Firearms Act, Customs Act, Plant and Disease Control Act and the Environmental Act.

The proposed Rule has been checked for language and compliance with the legal conventions of Papua New Guinea.

5.2 Matters to be taken into account

The development of this NPRM and the proposed rule changes take into account the matters under section 75 of the Act that the Minister must take into account when making ordinary rules including the following:

5.2.1 ICAO Standards and Recommended Practices

The proposed rule amendments take account of ICAO SARPs.

5.2.2 Assisting Economic Development

The proposed rule amendments is not expected to have any adverse impact on economic development.

5.2.3 Assisting Safety and Personal Security

The proposed rule amendments will help improve safety levels and may improve personal security.

5.2.4 Improving Access and Mobility

The proposed rule amendments will not adversely affect access and mobility.

5.2.5 Protecting and Promoting Public Health

The proposed rule amendments can positively impact the protection and promotion of public health.

5.2.6 Ensuring Environmental Sustainability

The proposed rule amendments are not expected to have any adverse impact on environmental sustainability.

6. Submissions on the NPRM

6.1 Submissions are invited

Interested persons are invited to participate in the making of the proposed rule amendment by submitting written data, views, or comments. All submissions will be considered before final action on the proposed rule amendment is taken. If there is a need to make any significant change to the rule requirements in the proposal as a result of the submissions received, then interested persons may be invited to make further submissions.

6.2 Examination of submissions

All submissions will be available in the rules docket for examination by interested persons both before and after the closing date for submissions. A consultation summary will be published with the final rule.

Submissions may be examined by application to the Docket Clerk at the Civil Aviation Safety Authority between 8:30 am and 3:30 pm, on weekdays, except statutory holidays.

6.3 Disclosure

Submitters should note that any information attached to submissions will become part of the docket file and will be available to the public for examination at the Civil Aviation Safety Authority offices.

Submitters should state clearly if there is any information in their submission that is commercially sensitive or for some other reason the submitter does not want the information to be released to other interested parties.

6.4 How to make submissions

Submissions may be sent by the following methods:

By mail: Docket Clerk (NPRM 20/08-24)
Civil Aviation Safety Authority
PO Box 1941
Boroko,
Port Moresby NCD

By delivery: Docket Clerk (NPRM 20/08-24)
Civil Aviation Safety Authority
Morea-Tobo Road
Six Mile, Jacksons Airport
Port Moresby NCD

By fax: Docket Clerk (NPRM 20/08-24)
3251789 / 325 1919

By email: Docket Clerk (NPRM 20/08-24)
rules@casapng.gov.pg

6.5 Final date for submissions

Comments must be received before **COB, 20th November 2020**

6.6 Availability of the NPRM

Any person may obtain a copy of this NPRM from the CASA PNG web site:
www.casapng.gov.pg

or at a cost from

The Docket Clerk
Civil Aviation Safety Authority Headquarter
Building 1, Level 1
Morea-Tobo Road
Six Mile, Jacksons Airport
Port Moresby NCD

6.7. Further information

For further information, contact:

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Proposed Rule Amendments

Part 102 Unmanned Aircraft Operator Certification

Subpart -A — General

102.1 Purpose

The purpose of this Part is to prescribes the rules —

- (a) governing the certification of a person who operates an unmanned aircraft in Papua New Guinea for the purpose of hire or remuneration;
- (b) that enable the Director to determine whether to grant an unmanned aircraft operator certificate to a person after giving consideration to whether that person—
 - (1) has conducted an adequate assessment of the risk to safety of conducting the proposed unmanned aircraft operation; and
 - (2) has developed procedures to adequately manage the risks and to ensure that the operation is conducted safely.

102.3 Applicationbility

This Part applies to a person who operates an unmanned aircraft with a maximum certified all up mass of 250gm or more—the following:

- ~~(1)~~(a) as described in rule 102.1(a) a person who operates an unmanned aircraft other than in accordance with Part 101; or
- (b) for other than recreational purposes; or
- ~~(2)~~(c) a person who operates an unmanned aircraft in accordance with Part 101 and who wishes to apply for an unmanned aircraft operator authorisation or certificate; or:
- (d) other than in accordance with the open category requirements of rule 101.219:

102.5 Definitions

Exposition, unless the context otherwise requires, means the exposition required by rule 102.11.

102.7 Requirement for authorisation or certificate

Subject to rule 102.3, A- a person must not operate an unmanned aircraft other than in accordance with Part 101 except under the authority of, and in accordance with the terms of, a valid authorisation or certificate to operate an unmanned aircraft issued by the Director under this Part.

102.9 Application for certificate or authorisation to operate an unmanned aircraft

- (a) Before operating an unmanned aircraft should be ~~other than~~ in accordance with ~~Part 101~~ the requirements of rule 102.3 a person must apply for an unmanned aircraft operator authorisation or certificate.
- (b) A person who operates an unmanned aircraft in accordance with Part 101 may apply for an unmanned aircraft operator certificate.

- (c) A person in (a) or (b) must apply by—
 - (1) submitting an application to the Director; and
 - (2) paying the appropriate fee specified in regulations.
- (d) An application must include—
 - (1) the name and address for service in Papua New Guinea of the applicant; and
 - (2) the details required by rule 102.15 for the operations specification; and
 - (3) the applicant's exposition required by rule 102.11; and
 - (4) any other information relating to the application as may be required by the Director.

102.11 Unmanned aircraft operator application and exposition

- (a) An applicant for an unmanned aircraft operator authorisation or certificate must provide the Director with an exposition that is acceptable to the Director.
- (b) The exposition must address the following matters, having regard to the nature, degree and risk of the intended operation—
 - (1) the identification of a person who will have primary responsibility for the operation; and
 - (2) the identification of a ~~ny~~ person who is;
 - (i) to have or is likely to have control over the exercise of the privileges under the certificate; and
 - (ii) the remote chief pilot as prescribed in Appendix A:
 - (3) details of the physical locations to be used in the operation; and
 - (4) a ~~hazard register that~~ safety management system in accordance with rule 102.29; and
 - (i) ~~identifies the known and likely hazards to people, property and other aircraft of the proposed operation; and~~
 - (ii) ~~for each of the hazards identified, includes an assessment of the associated risks; and~~
 - (iii) ~~includes a description of the measures that can be implemented to mitigate or manage the risk; and~~
 - (5) procedures for reporting information to the Authority as required by Part 12; and
 - (6) operating requirements for personnel licensing, qualifications, training and competency including pilot and support crew qualifications, training or medical requirements as required by Part 61; and
 - (7) details of the number and specifications of the aircraft to be used, including any identification system used on the aircraft including ~~(for example colour schemes, unique identification numbers, markings)~~ as required by Part 47; and
 - (8) details of the control system to be used to pilot the aircraft; and
 - (9) procedures for maintenance of aircraft and measures to ensure continued airworthiness; and
 - (10) in-flight procedures including minimum distances from persons or property; and

- (11) procedures for handling cargo or dropping items, if such operations are intended; and
 - (12) initial airworthiness standards that must be met; and
 - (13) procedures for controlling, amending and distributing the exposition.
- (c) An exposition may adopt, by reference, a requirement in a Civil Aviation Rule for the purpose of mitigating or managing a risk identified in the ~~hazard register~~ safety management system required by rule 102.11(b)(4).
- (d) The Director may require only those matters in paragraph (b) that the Director considers are appropriate in the particular circumstances, to be contained in the exposition.
- (e) The exposition must remain acceptable to the Director.

102.13 Grant of authorisation or certificate

- (a) The Director may, in accordance with section 49 of the Act, grant an authorisation or a certificate to a person who has applied under rule 102.9
- (b) When granting an authorisation or a certificate under (a), the Director may—
- (1) impose requirements for unmanned aircraft systems and may specify procedures to be followed by the operator of any unmanned aircraft that are operated under the authority of the authorisation or certificate; and
 - (2) in accordance with section 49(1) of the Act, specify any additional conditions that the Director considers necessary in the interests of aviation safety; and
 - (3) after considering the type of aircraft to be used, determine that any aircraft to be operated under the authorisation or certificate must be registered and display identification markings in accordance with Part 47 if the Director considers that it is necessary in the interests of aviation safety.

102.15 Operations specification

- (a) If the Director grants an unmanned aircraft operator authorisation or certificate under 102.13, the authorisation or certificate must be issued with an operations specification containing the details described in (b).
- (b) The operations specification must include:
- (1) details of the physical location of the certificate holder's principal base of operations; and
 - (2) the authorisation or certificate holder's address for service in Papua New Guinea; and
 - (3) a list of any business names under which the authorisation or certificate holder is approved to operate; and
 - (4) the privileges and operations that the operator is permitted to perform, including:
 - (i) the number, type and description, including, if applicable, the serial number and registration, of every aircraft that is authorised for use; and
 - (ii) identification of the geographical areas of operations approved by the Director; and
 - (iii) any exemption granted from any requirement of this or any other Part; and
 - (5) any additional condition that the Director determines is necessary in the interests of aviation safety.

102.17 Privileges of authorisation or certificate holder

- (a) The holder of an unmanned aircraft operator authorisation or certificate is authorised to perform the operations specified in the accompanying operations specification.
- (b) Unless the exposition required by 102.11 specifies otherwise, the holder of an unmanned aircraft operator certificate is not required to comply with Civil Aviation Rules Parts 20, 21, 26, 39, 43, ~~47, 61~~, 63, 65, 66, 67, 91, 92, 93, 95, 119, 129, ~~133~~, and 137.

102.19 Duration of certificate

- (a) When granting an authorisation or renewing a certificate under this Part the Director must specify a date on which the authorisation or certificate will expire.
- (b) The Director may not specify a date under paragraph (a) that is later than 5 years after the date on which the certificate was granted.

102.21 Conditions of operation of unmanned aircraft

- (a) A holder of an unmanned aircraft operator authorisation or certificate must comply with—
 - (1) Part 101, to the extent the requirements of Part 101 are not inconsistent with the operations specified in the operations specifications;
 - (2) the conditions imposed by the Director on the unmanned aircraft operations specification; and
 - (3) the exposition required by 102.11.
- (b) The authorisation or certificate holder is responsible for ensuring that any other operator or other personnel involved in an operation conducted under the authority of that authorisation or certificate are notified of and comply with the requirements of (a).

102.23 Changes to exposition

- (a) Each holder of an unmanned aircraft operator authorisation or certificate must—
 - (1) ensure that the exposition required by rule 102.11 is amended—
 - (i) so that it remains a current description of the authorisation or certificate holder's operation; and
 - (ii) to ensure continued compliance with the Civil Aviation Rules that have been adopted under rule 102.11(c); and
 - (2) provide the Director with a copy of each amendment to the exposition as soon as practicable after the amendment is incorporated into the exposition; and
 - (3) make such amendments to the exposition as the Director considers necessary in the interests of aviation safety.
- (b) If a holder of an unmanned aircraft operator authorisation or certificate proposes to change any of the following, prior acceptance by the Director is required:
 - (1) the identification of any person who is to have or is likely to have control over the exercise of the privileges under the authorisation or certificate;
 - (2) the identification of locations from which the authorisation or certificate holder conducts unmanned aircraft operations.

102.25 Renewal of certificate

A holder of a current unmanned aircraft operator certificate who wishes to continue to exercise the privileges of the certificate beyond its expiry date must apply for the renewal of the certificate in accordance with section 49 of the Act.

102.27 Retention of records

- (a) A holder of an unmanned aircraft operator authorisation or certificate must maintain records containing:
- (1) the names of the remote pilots and other crew members involved in each flight, in respect of the system, the time of each flight or series of flights; and
 - (2) maintenance action, modification or repair performed on the system, including:
 - (i) name of person performing the work;
 - (ii) the dates work was performed;
 - (iii) in the case of modification, the manufacturer, model and description of parts or equipment modifying the system; and
 - (iv) if applicable, any instruction provided to complete the work.
- (b) The owner of an unmanned aircraft who transfers ownership to another person must, at the time of transfer, deliver to that person all records referred to in paragraph (a)(2).
- (c) The owner of an unmanned aircraft must ensure that the records referred to in paragraphs (a)(1) and (a)(2)
- (1) are made available to the Director on request and are retained for a period of:
 - (i) for the records referred to in paragraph (a)(1), 12 months after the day they are recorded;
 - (ii) for records referred to in paragraph (a)(2), 24 months after the day they are recorded.

102.29 Safety management system

The holder of an unmanned aircraft operator authorisation or certificate must establish and maintain a system for safety management that—

- (a) includes the following:
- (1) a safety policy on which the system for safety management is based;
 - (2) a process for risk management that identifies hazards to aviation safety, and evaluates and manages the associated risks;
 - (3) safety assurance measures that ensure:
 - (i) hazards are documented in a hazard register as prescribed in Appendix A; and
 - (ii) incidents and accidents are internally reported and analysed, and action is taken to prevent recurrence; and
 - (iii) goals for the improvement of aviation safety are set and the attainment of these goals are measured; and
 - (iv) there is a safety management program that includes the conduct of internal audits and regular reviews of the system for safety management; and
 - (4) training that ensures personnel are competent to fulfil their safety responsibilities; and
- (b) documents all processes required to establish and maintain the system for safety management; and
- (c) is commensurate with the size of the organization, the nature and complexity of the activities undertaken by the operator, and the hazards and associated risks inherent in the activities undertaken by the operator.

Appendix A — Requirements for personnel and safety management

This Appendix prescribes—

- (a) in paragraph A.1, the remote chief pilot responsibilities and functions under rule 102.11(b)(2)(ii);
- (b) in paragraph A.2, the hazard register requirements under rule 102.20(a)(3)(i)

A.1. Remote chief pilot

The remote chief pilot is responsible for the following functions:

- (a) ensuring unmanned aircraft operations are conducted in accordance with the civil aviation regulations; and
- (b) maintaining records of the qualifications held by each person operating an unmanned aircraft for the certificate holder; and
- (c) monitoring the operational standards and proficiency of each person operating an unmanned aircraft for the certificate holder; and
- (d) maintaining a complete and up-to-date reference library of operational documents required under the rules for the types of operations conducted by the certificate holder.

A.2. Hazard register

For a proposed operation or series of operations, the hazard register must:

- (a) identify known and likely hazards to people, property and other aircraft; and
- (b) include an assessment of the associated risks for each of the hazards identified in paragraph (a); and
- (c) contain descriptions of the measures that can be implemented to mitigate or manage the risk;