

Part 102 sample exposition — explanatory note

Purpose

The purpose of this guidance is to help certain unmanned aircraft operators complete their application for an unmanned aircraft certificate, and to help them to determine what is needed in their operations manual.

This sample is only a guide to what may be acceptable to the Director. If you are planning to apply you must:

- have a very good understanding of the contents of your own exposition, and
- go through a thorough assessment of the risk to safety within the operation, and
- develop procedures to adequately manage the unique risks of your operations, and
- have systems to ensure you are training staff in risk management and regularly reviewing risks

All applications will be assessed on a case-by-case basis: there is no “one-size fits all” solution. As with all performance-based regulation, the onus is on the applicant to be able to show how they will manage their operation and related risks.

Variations from Part 101

This sample exposition, is aimed at operations that require the following variations from CAR Part 101 that allow:

- flight within 4km of an uncontrolled aerodrome with prior engagement and notification, and
- flight over property with prior notification.

If your operation requires additional variations, this sample exposition could be used as a starting point, but you will need to include further content that demonstrates how you will manage the additional risks.

Typical types of operation

This sample exposition is intended for applicants who plan to engage in the following types of unmanned operations:

- aerial photography
- aerial filming
- aerial surveying
- aerial mapping
- pest monitoring
- disaster recovery.

Aircraft type, documentation and training requirements

As well as describing the nature of the operation, and the limited variations to Part 101, this sample exposition is only suitable if you chose to include the following aspects in your operation:

- **Aircraft.** You chose to operate commercially available (not homebuilt) craft, unmodified from the manufacture’s specifications, with a maximum all up weight not exceeding 25kg.
- **Aircraft Records.** You have developed an asset register that contains up-to-date records that uniquely identify each aircraft and records hours flown, defects, maintenance carried out. This register must be made available to CAA on request.
- **Training.** All your pilots have successfully completed a UA pilot course provided by a Part 141 Training Organisation and have passed a current Operational Competency Assessment to fly.

The sample exposition is a guide, not a template

For clarity the accompanying Operations Manual is not a template where you simply fill in the gaps. You will need to have a deep understanding of the aviation safety risks presented by your operation and create an exposition that is designed specifically for your organisation. As part of the application process the person nominated in the role of Person with Primary Responsibility (the Prime Person) will have their knowledge of the exposition tested.

You may for example have a different way of managing your own hazard register rather than the excel spreadsheet that has been used in this sample. If that is the case, do not feel constrained by the hazard register used in this sample exposition. If you believe you have a better way to manage parts of your operation that achieves the requisite safety outcomes, then put that in your application.

Ultimately, you must develop an exposition that works for you and your staff and best manages the unique risks of your specific operations.

