

<i>Applicability:</i> Parks and Wildlife Service	PWS Policy and Procedures	<i>Issue date:</i> February 2017
<i>Status:</i> Draft	<i>Document Title and Reference No:</i> Remotely Piloted Aircraft (Drones) Application Form PWS F- 230	<i>Revision Date:</i> #/12/2016
		<i>Version No:</i> 0.1

Application for an RPA Authority for Commercial or Management Purposes

The application must include the full details of proposed RPA operation and should be submitted for assessment with the filming, event or research application.

Tick the category that best describes the intended RPA use.

Commercial Purpose

- Commercial Filming
- Event Filming
- Media Filming
- Other

Management Purpose

- Reserve Management
- Wildlife Research
- Other Research
- Emergency Response

Description of proposed activity and RPA use – Provide a summary or include as an attachment (don't simply refer to the filming, event or research application).

Reason for the need for an RPA – Why a drone? Discuss anticipated benefits, and any alternatives methods (ground based survey / filming or high altitude platform)?

Environmental considerations – Identify known reserve values; potential risks/impacts; and outline how these will be addressed (mitigated, minimised, any proposed control actions)?

Social considerations – Consider the potential to impact on visitors experience due to noise, visibility, privacy concerns; and detail how these will be addressed (mitigated, minimised, any proposed control actions)?

Safety considerations - Risk assessment of the operations. Outline what measures would be taken to ensure the safety of those involved in the activity and others including collision with bystanders?

Scope of the proposed RPA operation including

(a) Reserve name	
(b) location – site description & co-ordinates (flying area) Attach Maps / Google Earth image	
(c) proposed date(s), time(s) & frequency if a research activity – (identify if any flying at night is proposed)	
(d) flying program - overflight or close-up (distance from pilot & distance from focal subject, flying altitude range, and speed, number of passes)	
(e) will the operation be conducted in accordance with CASR <i>standard RPA operating conditions</i> ? Identify any CASA flight authorisations / exemptions.	

(f) operational category - visual line of sight (VLOS), extended visual line of sight (EVLISO), first person view (FPV), beyond visual line of sight (BVLOS)	
Ground operations	
(g) take off / launch site(s), landing / recovery site(s) – shown on a map with radius if applicable	
(h) crowd lines if applicable	
(i) crewing details including list their skills/experience relevant to the activity and role Note: During the eagle breeding season a 'spotter' is generally required.	
Air operations & mission plan (flight, landing, emergency procedures & recovery)	
Site establishment requirements – site access (vehicle and/or foot - on/off formed tracks); use of existing or proposed temporary facilities (shelter/toilets); any site clearance (vegetation or soil disturbance) etc?	
RPA Details	
(j) type (multirotor, fixed wing, helicopter)	
(k) size (weight class)	
(l) engine type (electric battery powered, combustion engine – gas / fuel powered, or hybrid - battery & fuel)	
(m) make, model, colour	

(n) sensor type (standard digital camera, thermal camera, hyperspectral camera, multispectral, LiDAR, telemetry, other?)	
Organising body	
Business / Company Name:	
ABN:	
Business Address:	
Business Phone Number:	
Contact person	
Name:	
Address:	
Phone number (desk):	
Mobile number:	
Email:	
RPA Certification and Licences	
RPA operators certificate (ReOC) details	
Remote pilot licence (RePL) details	
Public Liability Insurance - (Minimum \$10 million)	
Policy details Name of insurance company and coverage amount	
Insurance policy expiry date.	

Further information may be sought to enable an adequate assessment of the proposal. The extent of assessment will depend on a number of factors including scale of the proposed activity; the potential risk to people, wildlife and property; the potential to impact on visitor experiences, and park management requirements. The applicant may be required to complete a Reserve Activity Assessment (RAA).

Name and signature of the applicant

Dated

Name and signature of the RPA operator (where not the applicant)

Dated

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to contractors and agents of the Department of Primary Industry, Parks, Water and the Environment (DPIPWE), law enforcement agencies, courts and organisations authorised to collect it.

Your basic personal information may be disclosed to other public sector bodies where necessary for the efficient storage and use of the information. Personal Information will be managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates on request to the DPIPWE. You may be charged a fee for this service.