**SUPPORTING DOCUMENTS TO BE PROVIDED FOR APPLICATION TO USE UNMANNED AIRCRAFT**

The following documents are required for the application of the Operator Permit (OP):

1. Operation Document;

The Operation Document should include the following information:

* 1. Illustration of the type of operation/activity to be conducted:
		+ Equipment(s) used to communicate and control the UA, as well as additional systems that are installed should be included
	2. Unmanned Aircraft (UA) and Ground Control Station (GCS) specifications:
		+ Equipment(s) used to communicate and control the UA, as well as additional systems that are installed should be included
	3. Picture(s) clearly showing the UA and what is/are being carried by the aircraft (if applicable).
	4. Details on emergency procedures and flight checks carried out for all envisage operations of the UAS.
	5. Maintenance plan with description of maintenance performed or to be performed on the UA.
	6. General procedures for incident or accident reporting.
	7. General procedures for management of casualties arising from any incident or accident.
	8. For customised UA, to provide documents supporting design considerations and analysis and test records conducted to validate UA design.
1. Risk Assessment Form;
	1. Please complete the *Risk Assessment Form.* 
2. Supporting Documents;
	1. Supporting evidence of remote pilot training, licence and past experience as follows:
		* Proof of any UAS training or course attended and details;
		* Proof of any previous or existing unmanned aircraft licence or permit issued by other Authorities;
		* Proof of any similar activity previously carried out by the remote pilot.
	2. Record of last maintenance performed, last defect rectified and last date flown for each unmanned aircraft model and ground control station. Please also indicate the date when each unmanned aircraft model and ground control station were purchased.
	3. Local-based companies will be required to submit the company’s ACRA business registration document.
	4. Companies based overseas will be required to submit an official letter of intent from the company/government agency which has engaged your service, stating the purpose and types of operation to be conducted in Singapore.