

# **RPAS Regulations**

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**REGULATIONS**

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**THE CIVIL AVIATION  
(REMOTELY PILOTED  
AIRCRAFT SYSTEMS)  
REGULATIONS, 2017**

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## PART I - PRELIMINARY PROVISIONS

1. Citation            These regulations may be cited as the Civil Aviation (Remotely Piloted Aircraft Systems) Regulations, 2017.

2. Interpretation    In these regulations unless the context otherwise requires –

“Accident” means an occurrence associated with the operation of RPAS which takes place between the time the RPAS is ready to move with the purpose of flight until such time as it comes to rest at the end of the flight and the primary propulsion system is shut down, in which:

(a) a person is fatally or seriously injured as a result of:

- i. being in the aircraft, or
- ii. direct contact with any part of the aircraft, including parts which have become detached from the aircraft, or
- iii. direct exposure to jet blast, except when the injuries are from natural causes, self-inflicted or inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to the passengers and crew; or

(b) the aircraft sustains damage or structural failure which:

- (i) adversely affects the structural strength, performance or flight characteristics of the aircraft, and
- (ii) would normally require major repair or replacement of the affected component, *except* for engine failure or damage, when the damage is limited to a single engine (including its cowlings or accessories), to propellers, wing tips, antennas, probes, vanes, tires, brakes, wheels, fairings, panels, landing gear doors, windscreens, the aircraft skin (such as small dents or puncture holes), or for minor damages to main rotor blades, tail rotor blades, landing gear, and those resulting from hail or bird strike (including holes in the radome); or

(c) the aircraft is missing or is completely inaccessible.

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“Aerial work” means an aircraft operation in which an aircraft is used for specialized services such as agriculture, construction, photography, surveying, observation and patrol, search and rescue, aerial advertisement.

“Aerodrome” means a defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure and surface movement of aircraft.

“Airborne Collision Avoidance System (ACAS)” means an aircraft system based on secondary surveillance radar (SSR) transponder signals which operates independently of ground-based equipment to provide advice to the pilot on potential conflicting aircraft that are equipped with SSR transponders.

“Aircraft” means any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth’s surface.

“RPAS category” means classification of RPAS according to specified as specified in these Regulations.

“Air traffic” means all aircraft in flight or operating on the manoeuvring area of an aerodrome.

“Air Traffic Control Clearance” means authorization for an aircraft to proceed under conditions specified by an air traffic control unit. Note 1.— *For convenience, the term “air traffic control clearance” is frequently abbreviated to “clearance” when used in appropriate contexts.*

Note 2.— *The abbreviated term “clearance” may be prefixed by the words “taxi”, “take-off”, “departure”, “en route”, “approach” or “landing” to indicate the particular portion of flight to which the air traffic control clearance relates.*

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“Air Traffic Control Service” means a service provided for the purpose of:

(a) preventing collisions:

- i. between aircraft, and
- ii. on the manoeuvring area between aircraft and obstructions; and

(b) expediting and maintaining an orderly flow of air traffic.

“Air Traffic Control Unit” means a generic term meaning variously, area control centre, approach control unit or aerodrome control tower.

“Air Traffic Service” means a generic term meaning variously, flight information service, alerting service, air traffic advisory service, air traffic control service (area control service, approach control service or aerodrome control service).

“Air traffic services unit” means a generic term meaning variously, air traffic control unit, flight information centre or air traffic services reporting office.

“Appropriate ATS authority” means the relevant authority designated by the State responsible for providing air traffic services in the airspace concerned.

“Appropriate authority” means

(a) regarding flight over the high seas: the relevant authority of the State of Registry.

(b) regarding flight other than over the high seas: the relevant authority of the State having sovereignty over the territory being overflown.

“Authority” means the Kenya Civil Aviation Authority;

“Automatic Dependent Surveillance — Broadcast (ADS-B)” refers to means by which aircraft, aerodrome vehicles and other objects can automatically transmit and/or receive data such as identification, position and additional data, as appropriate, in a broadcast mode via a data link.

“Autonomous aircraft” means an unmanned aircraft that does not allow pilot intervention in the management of the flight.

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“Autonomous operation” means an operation during which a remotely piloted aircraft is operating without pilot intervention in the management of the flight.

“Command and Control (C2) link” means the data link between the remotely piloted aircraft and the remote pilot station for the purposes of managing the flight.

“Commercial air transport operation” means an aircraft operation involving the transport of passengers, cargo or mail for remuneration or hire.

“Commercial operation of RPAS” means any RPAS operations for hire, profit, gain, remuneration or earnings.

“Conspicuity” means quality of an aircraft (e.g. lighting or paint scheme), allowing it to be easily seen or noticed by others (e.g. by pilots, ATCOs, aerodrome personnel).

“Continuing airworthiness” means the set of processes by which an aircraft, engine, propeller or part complies with the applicable airworthiness requirements and remains in a condition for safe operation throughout its operating life.

“Control area” means a controlled airspace extending upwards from a specified limit above the earth.

“Controlled aerodrome” means an aerodrome at which air traffic control service is provided to aerodrome traffic.

*Note — The term “controlled aerodrome” indicates that air traffic control service is provided to aerodrome traffic but does not necessarily imply that a control zone exists.*

“Controlled airspace” means an airspace of defined dimensions within which air traffic control service is provided in accordance with the airspace classification.

*Note — Controlled airspace is a generic term which covers ATS airspace*

*Classes A, B, C, D and E as described in Annex 11, 2.6.*

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“Controlled flight” means any flight which is subject to an air traffic control clearance.

“Controller-Pilot Data Link Communications (CPDLC)” refers to means of communication between controller and pilot, using data link for ATC communications.

“Control zone” means controlled airspace extending upwards from the surface of the earth to a specified upper limit.

“Data link communications” means form of communication intended for the exchange of messages via a data link.

“Detect and avoid” means the capability to see, sense or detect conflicting traffic or other hazards and take the appropriate action.

“Fatigue” means a physiological state of reduced mental or physical performance capability resulting from sleep loss or extended wakefulness, circadian phase, or workload (mental and/or physical activity) that can impair a crew member’s alertness and ability to safely operate an aircraft or perform safety-related duties.

“Fatigue Risk Management System (FRMS)” means data-driven means of continuously monitoring and managing fatigue related safety risks, based upon scientific principles and knowledge as well as operational experience that aims to ensure relevant personnel are performing at adequate levels of alertness.

“Flight data analysis” means process of analyzing recorded flight data in order to improve the safety of flight operations.

“Flight duty period” means a period which commences when a remote crew member is required to report for duty that includes a flight or a series of flights and which finishes when the remote crew member’s duty ends.

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“Flight plan” means specified information provided to air traffic services units, relative to an intended flight or portion of a flight of an aircraft.

“Flight recorder” means any type of recorder installed in the aircraft for the purpose of complementing accident/incident investigation. In the case of remotely piloted aircraft, it also includes any type of recorder installed in a remote pilot station for the purpose of complementing accident/incident investigation.

“Flight time” means the total time from the moment an aircraft first moves for the purpose of taking off until the moment it finally comes to rest at the end of the flight.

*Note.— Flight time as here defined is synonymous with the term “block to block” time or “chock to chock” time in general usage which is measured from the time an aircraft first moves for the purpose of taking off until it finally stops at the end of the flight.*

“Flight visibility” means the visibility forward from the cockpit of an aircraft in flight.

“Human performance” means human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations.

“IFR” means the symbol used to designate the instrument flight rules.

“IFR flight” means a flight conducted in accordance with the instrument flight rules.

“Incident” means an occurrence, other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation.

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Note.— The types of incidents which are of interest for safety-related studies include the incidents listed in Annex 13, Attachment C.

“Instructions for Continuing Airworthiness (ICA)” means a set of descriptive data, maintenance planning and accomplishment instructions, developed by a design approval holder in accordance with the certification basis for the aeronautical product. The ICAs provide air operators with the necessary information to develop their own maintenance programme and also for approved maintenance organizations to establish the accomplishment instructions.

“Instrument Meteorological Conditions (IMC)” means meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling, less than the minima specified for visual meteorological conditions.

“Landing area” means that part of a movement area intended for the landing or take-off of aircraft.

“Maintenance” means the performance of tasks required to ensure the continuing airworthiness of an aircraft, including any one or combination of overhaul, inspection, replacement, defect rectification and the embodiment of a modification or repair.

“Maintenance organization’s procedures manual” means a document which details the maintenance organization’s structure and management responsibilities, scope of work, description of facilities, maintenance procedures, and quality assurance, or inspection systems. This document is normally endorsed by the head of the maintenance organization.

“Maintenance programme” means a document which describes the specific scheduled maintenance tasks and their frequency of completion and related procedures, such as a reliability programme, necessary for the safe operation of those aircraft to which it applies.

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“Manoeuvring area” means that part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, excluding aprons.

“Master Minimum Equipment List (MMEL)” means a list established for a particular aircraft type by the organization responsible for the type design with the approval of the State of Design containing items, one or more of which is permitted to be unserviceable at the commencement of a flight. The MMEL may be associated with special operating conditions, limitations or procedures.

“Minimum Equipment List (MEL)” means a list which provides for the operation of aircraft, subject to specified conditions, with particular equipment inoperative, prepared by an operator in conformity with, or more restrictive than, the MMEL established for the aircraft type.

“Movement area” means that part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the manoeuvring area and the apron(s).

“Operational control” means the exercise of authority over the initiation, continuation, diversion or termination of a flight in the interest of the safety of the aircraft and the regularity and efficiency of the flight.

“Operations manual” means a manual containing procedures, instructions and guidance for use by operational personnel in the execution of their duties.

“Operations specifications” means the authorizations, conditions and limitations associated with the RPAS operator certificate and subject to the conditions in the operations manual.

“Operator” means a person, organization or enterprise engaged in or offering to engage in an aircraft operation.

“Private operation of RPAS” means RPAS operation for individual, personal and private purpose where there is no commercial interest or gain including academic research.

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Note. - *In the context of remotely piloted aircraft, an aircraft operation includes the remotely piloted aircraft system.*

“Remote crew member” means a crew member charged with duties essential to the operation of a remotely piloted aircraft system during a flight duty period.

“Remote cruise relief pilot” means a remote flight crew member who is assigned to perform remote pilot tasks during cruise flight, to allow the remote pilot-in-command to obtain planned rest.

“Remote flight crew member” means a licensed crew member charged with duties essential to the operation of a remotely piloted aircraft system during a flight duty period.

“Remote pilot” means a person charged by the operator with duties essential to the operation of a remotely piloted aircraft and who manipulates the flight controls, as appropriate, during flight time.

“Remote pilot-in-command” means the remote pilot designated by the operator as being in command and charged with the safe conduct of a flight.

“Remote pilot station” means the component of the remotely piloted aircraft system containing the equipment used to pilot the remotely piloted aircraft.

“Remotely Piloted Aircraft (RPA)” means an unmanned aircraft which is piloted from a remote pilot station.

“Remotely Piloted Aircraft System (RPAS)” means a remotely piloted aircraft, its associated remote pilot station(s), the required command and control links and any other components as specified in the type design.

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“Remotely piloted aircraft system operating manual” means a manual, acceptable to the State of the Operator, containing normal, abnormal and emergency procedures, checklists, limitations, performance information, details of the RPA and each associated RPS model and other material relevant to the operation of the remotely piloted aircraft system.

Note.— *The remotely piloted aircraft system operating manual is part of the operations manual.*

“Required Communication Performance (RCP)” means a statement of the performance requirements for operational communication in support of specific ATM functions.

“Required Communication Performance type (RCP type)” means a label (e.g. RCP 240) that represents the values assigned to RCP parameters for communication transaction time, continuity, availability and integrity.

“Rest period” means a continuous and defined period of time, subsequent to and/or prior to duty, during which remote crew members are free of all duties.

“Risk mitigation” means the process of incorporating defences or preventive controls to lower the severity and/or likelihood of a hazard’s projected consequence.

“Rotorcraft” means a power-driven heavier-than-air aircraft supported in flight by the reactions of the air on one or more rotors.

“RPA observer” means a trained and competent person designated by the operator who, by visual observation of the remotely piloted aircraft, assists the remote pilot in the safe conduct of the flight.

“RPAS Operator Certificate (ROC)” means a certificate authorizing an operator to carry out specified RPAS operations.

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“Safety” means the state in which risks associated with aviation activities, related to, or in direct support of the operation of aircraft, are reduced and controlled to an acceptable level.

“Safety Management System (SMS)” means systematic approach to managing safety, including the necessary organizational structures, accountabilities, policies and procedures.

“Safety performance” means State or a service provider’s safety achievement as defined by its safety performance targets and safety performance indicators.

“Safety performance indicator” means data-based safety parameter used for monitoring and assessing safety performance.

“Safety risk” means the predicted probability and severity of the consequences or outcomes of a hazard.

“Segregated airspace” means Airspace of specified dimensions allocated for exclusive use to a specific user(s).

“Sports and Recreational operation of RPAS” means any operation of RPAS for the sole purpose of leisure, competition, entertainment and games.

“State of Design” means the State having jurisdiction over the organization responsible for the type design.

“State of Manufacture” means the State having jurisdiction over the organization responsible for the final assembly of the aircraft.

“State of Registry” means the State on whose register the aircraft is entered.

“State of the Operator” means the State in which the operator’s principal place of business is located or, if there is no such place of business, the operator’s permanent residence.

“State Safety Programme (SSP)” means integrated set of regulations and activities aimed at improving safety.

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“Target Level of Safety (TLS)” means a generic term representing the level of risk which is considered acceptable in particular circumstances.

“Toy” means a RPAS that is less than 2 kilograms gross weight, not powered by any fuel system, not capable of carrying any payload, not fitted with a camera and is operated at a maximum height of 50 feet above ground level, a lateral distance of 50 metres from the operator and a maximum speed of 10 knots.

“Traffic avoidance advice” means advice provided by an air traffic services unit specifying manoeuvres to assist a pilot to avoid a collision.

“Traffic information” means information issued by an air traffic services unit to alert a pilot to other known or observed air traffic which may be in proximity to the position or intended route of flight and to help the pilot avoid a collision.

“Type certificate” means document issued by a Contracting State to define the design of an aircraft type and to certify that this design meets the appropriate airworthiness requirements of that State.

“Unmanned free balloon” means non-power-driven, unmanned, lighter-than-air aircraft in free flight.

“VFR” means the symbol used to designate the visual flight rules.

“VFR flight” means flight conducted in accordance with the visual flight rules.

“Visibility” means visibility for aeronautical purposes is the greater of:

- (a) the greatest distance at which a black object of suitable dimensions, situated near the ground, can be seen and recognized when observed against a bright background;
- (b) the greatest distance at which lights in the vicinity of 1 000 candelas can be seen and identified against an unlit background.

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Note 1. - *The two distances have different values in air of a given extinction coefficient, and the latter b) varies with the background illumination. The former a) is represented by the meteorological optical range (MOR).*

Note 2. - *The definition applies to the observations of visibility in local routine and special reports, to the observations of prevailing and minimum visibility reported in the aerodrome routine meteorological report (METAR) and aerodrome special meteorological report (SPECI) and to the observations of ground visibility.*

“Visual Line-of-Sight (VLOS) operation” means an operation in which the remote pilot or RPA observer maintains direct unaided visual contact with the remotely piloted aircraft.

“Visual Meteorological Conditions (VMC)” means meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling, equal to or better than specified minima.

3. Application

(1) These regulations shall apply to any person who imports, tests, operates, procures, assembles, manufactures or maintains RPAS registered in Kenya wherever they may be and any other RPAS operating in Kenya.

(2) Notwithstanding regulation 3(1) above these regulations shall not apply to:

(a) State aircraft;

(b) Unmanned free balloons or airships;

(c) Operation of toys provided that no toy shall be operated within an aerodrome and not less than 500metres from the aerodrome boundaries, in or around Strategic Installations, Radar Sites, high tension cables and Communication Masts, Prisons, Police Stations, Courts of Law and Scenes of Crime.

## **PART II - CLASSIFICATION AND REGISTRATION OF RPAS**

4. Categorization/  
Classification  
of RPAS  
(Equipment)

(1) RPAS shall be classified and categorized by weight and use.

- (2) The three classes shall be:
- (a) Class 1: that weigh 5 kilograms and below including any payload carried by the RPAS;
  - (b) Class 2: that weight more than 5 kilograms but less than 25 kilograms including any payload carried by the ; and
  - (c) Class 3: that weight 25 kilograms and above including any payload carried by the RPAS.
- (3) Each of the above classes shall be category as follows:
- (a) Category A: utilized for recreational and sports purposes only;
  - (b) Category B: utilized for private activities excluding recreational and sports purposes; and
  - (c) Category C: utilized for commercial activities.

	Cat A Recreational and Sports	Cat B Private	Cat C Commercial
Class 1 0 – 5kgs	1A	1B	1C
Class 2 5 – 25kgs	2A	2B	2C
Class 3 25kgs and above	3A	3B	3C

5. Ownership  
of RPAS

- (1) A person shall be eligible to own a RPAS if they are :-
- (a) A Kenyan Citizen;
  - (b) A resident in Kenya;
  - (c) A company registered in Kenya;
  - (d) The Government of Kenya;
  - (e) Minimum age of eighteen (18) years.
- (2) Change of ownership of a RPAS shall be notified to the Authority in writing within seven days.
- (3) A person shall not own, register or operate RPAS with military specifications.

6. Import & Ex-  
port of RPAS

- (1) A person shall not import a RPAS or a component thereof without a permit issued by the Authority subject to necessary security clearance by relevant security agencies and approval by the Ministry of Defence.

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- (2) A person who intends to export a Kenyan registered RPAS shall notify the Authority in writing and obtain a deregistration certificate.
7. **Manufacture, Assembly and Testing** Any person intending to manufacture, assemble or test a RPAS or a component thereof shall apply for authorization from Authority subject to necessary security clearance by relevant security agencies.
8. **Registration of RPAS** (1) An operator or owner of a RPAS shall seek for registration with the Authority subject to necessary security clearance by relevant security agencies.
- (2) The Authority shall establish and implement a system for registration, identification of RPAS in Kenya and the display thereof.
- (3) Any modification to the specifications of registered RPAS shall be subject to clearance by the authority.
9. **De-registration of RPAS** (1) The Authority may de-register or cancel the registration of a RPAS under the following circumstances:
- (a) Upon application of the RPAS owner for purposes of registering the RPAS in another State; or
- (b) Upon destruction of the RPAS or its permanent withdrawal from use.
- (c) In the interest of National Security.
10. **Airworthiness of RPAS** (1) A RPAS owner or operator shall ensure that all its components are in working order and in accordance with the manufacturers' user manual.
- (2) The Authority may require RPAS of a certain class and category with a type certificate to obtain a certificate of airworthiness.

### **PART III - OPERATION OF RPAS**

11. **General Obligation of an RPAS Owner and Operator** (1) The RPAS operator shall be responsible for the safe conduct of its operations.

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- (2) The RPAS operator shall comply with all requirements established by the Authority regarding its operation.
  - (3) The RPAS operator shall be responsible for contracted services from providers (e.g. communications service providers), as necessary, to carry out its operations.
  - (4) Responsibility for operational control shall rest with the registered owner or operator of the RPAS.
  - (5) The RPAS owner or operator shall ensure that it is registered in accordance with the provisions of these regulations.
  - (6) Unless otherwise specified by the Authority the request for authorization for operation shall include the following:
    - (a) Name and contact information of the operator;
    - (b) RPAS characteristics (type of aircraft, maximum certificated take-off mass, number of engines, wing span);
    - (c) Copy of certificate of registration;
    - (d) Aircraft identification to be used in radiotelephony, if applicable;
    - (e) Copy of the certificate of airworthiness;
    - (f) Copy of the RPAS operator certificate;
    - (g) Copy of the remote pilot(s) licence;
    - (h) Copy of the aircraft radio station licence, if applicable;
    - (i) Description of the intended operation (to include type of operation or purpose), flight rules, visual line-of-sight (VLOS) operation if applicable, date of intended flight(s), point of departure, destination, cruising speed(s), cruising level(s), route to be followed, duration/frequency of flight;
    - (j) Take-off and landing requirements;
    - (k) RPAS performance characteristics, including:
      - (i) Operating speeds;
      - (ii) Typical and maximum climb rates;
      - (iii) Typical and maximum descent rates;
      - (iv) Typical and maximum turn rates;

- (v) Other relevant performance data (e.g. limitations regarding wind, icing, precipitation); and
- (vi) Maximum aircraft endurance;
- (l) Communications, navigation and surveillance capabilities; (i) Aeronautical safety communications frequencies and equipment, including:
  - (ii) ATC communications, including any alternate means of communication;
  - (iii) Command and control links (C2) including performance parameters and designated operational coverage area;
  - (iv) Communications between remote pilot and RPA observer, if applicable;
  - (v) Navigation equipment; and
  - (vi) Surveillance equipment (e.g. SSR transponder, ADS-B);
- (m) Detect and avoid capabilities;
- (n) Emergency procedures, including but not limited to: (i) Communications failure with ATC;
  - (ii) C2 failure; and
  - (iii) Remote pilot/RPA observer communications failure, if applicable;
  - (iv) Number and location of remote pilot stations as well as handover procedures between remote pilot stations, if applicable;
  - (v) Document attesting noise certification, if applicable; (vi) Confirmation of compliance with the Civil Aviation (Security) Regulations;
  - (vii) Payload information/description; and
  - (viii) Proof of adequate insurance coverage.

- (7) Where documents identified in sub-regulation (6) above are issued in a language other than English, the RPAS operator shall ensure that an English translation is included.
- (8) RPAS shall meet the performance and equipment carriage requirements for the specific airspace in which the flight is to operate.

12. Authorisation of RPAS Operations
- (1) A person shall not operate a RPAS in Kenya without authorisation from the Authority.

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- (2) RPAS operators shall be authorised in accordance with the category of use, for purposes of:
- (a) Authorisation to operate RPAS for recreation and sports, shall be through registered clubs established in accordance with the provisions of Part IV of these regulations;
  - (b) RPAS for private use, authorisation shall be granted to the operator directly by the Authority in accordance with the provisions of Part V of these regulations;
  - (c) RPAS for commercial use, authorisation shall be issued in accordance with the provisions of Part VI of these regulations.
- (3) The Authority may grant upon application a temporary permit to person(s) intending to operate RPAS not registered in Kenya;
- (a) For a period of thirty days renewable once;
  - (b) Such application shall be submitted to the Authority online and processed within 14 days.

13. Prohibited  
Operation of  
RPAS

A person shall not operate a RPAS, negligently or recklessly;—

- (a) In manner that endangers other aircraft, persons or property; (b)

In or around a prohibited or a restricted area, the particulars of which have been duly published in the Kenya Aeronautical Information Publication, except in accordance with the conditions of the restrictions or by permission granted by the Authority;

- (c) In or around Strategic Installations, Radar Sites, high tension cables and Communication Masts, Prisons, Police Stations, Courts of Law, Scenes of Crime, except in accordance with the conditions of the restrictions or by permission granted by the Authority.

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14. Carriage of Dangerous Goods
- (1) A person shall not take or cause to be taken on board a RPAS or deliver or cause to be delivered for loading thereon any goods which that person knows or has reasonable cause to know to be dangerous goods.
- (2) Dangerous goods are defined as:
- (a) Chemical and Biological substances;
  - (b) Nuclear material;
  - (c) Explosives;
  - (d) Arms, ammunition and munitions of war; (e) Corrosive substances;
  - (f) Radioactive elements;
  - (g) Volatile liquids;
  - (h) Highly flammable liquids; (i) Aerosol sprays;
  - (j) Any such materials and/or substances that may from time to time be so classified by the Authority.
15. RPAS Operating Limitations
- (1) A person shall not operate a RPAS at above 400 feet Above Ground Level and within 50 meters of any person, vessel, vehicle or structure which is not under the control of the person in charge of the RPAS.
- (2) Notwithstanding the provisions of sub regulation (1), operations for private and commercial categories of RPAS may be conducted at such higher heights and lateral distances as the Authority may approve.
- (3) A person shall not operate a RPAS: –
- (a) In conditions other than Visual Meteorological Conditions (VMC);
  - (b) At night unless specifically cleared by the authority on a case by case basis.
- (4) Operating RPAS fitted with cameras and/or imaging devices at heights or lateral distances where such cameras and/or imaging devices capture information, pictures or videos extending beyond the prescribed area of approved operation is prohibited.

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16. Operations in Congested Areas and Crowds
- (1) A person shall not operate a RPAS at lateral distance of less than 50 metres from any person, building structure, vehicle, vessel or animal not associated with the operations of RPAS unless otherwise by the authorized by the Authority.
- (2) Subject to para (1) above vertical limits shall no less above ground level than 100 feet except when prescribed by the Authority.
17. Collision Avoidance
- (1) All RPAS in controlled airspace shall operate in accordance with the Civil Aviation (Rules of the Air) Regulations and as follows:
- (a) A remote pilot must maintain awareness so as to see and avoid other aircrafts and vehicles and must yield the right-of-way to all aircrafts and vehicles;
- (b) Yielding the right-of-way means that the remotely pilot- ed aircraft must give way to the aircraft or vehicle and may not pass over, under, or ahead of it unless well clear.
- (2) No person shall operate a RPAS so close to another aircraft as to create a collision hazard.
18. Certifications of RPAS Pilot/ Instructors
- RPAS pilots/instructors for commercial operations shall be certified by the Authority in accordance with the Second Schedule to these regulations.
19. Reporting of RPAS Incidents and Accidents
- RPAS operator shall ensure that all incidents and accidents involving RPAS are reported to the Authority in accordance to the provisions of the Civil Aviation (Safety Management) Regulations.
20. International RPAS Operations
- (1) A person shall not conduct an RPAS flight commencing at a place within Kenya and terminating at a place outside without authorisation from the State of destination or any other State over whose airspace the RPAS shall fly.
- (2) A person shall not conduct a RPAS flight commencing at a place outside Kenya and terminating at a place within Kenya or overflying the Kenyan airspace without authorisation from the Authority.
21. Cancellation, Suspension or Variation of Authorisation
- Notwithstanding the provisions of regulation 12 the Authority may, in the interest of safety and national security, cancel, suspend or vary any authorization granted under these regulations.

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22. Flight Plans All RPAS flights shall file flight plans as specified in the conditions hereunder;
- (a) Flights in controlled airspace shall file flight plans as prescribed for in the Aeronautical Information Publication (AIP).
  - (b) Flights in uncontrolled air space shall file flight plans as follows:
    - (i) Operations Within 5 kilometres out of launch area to notify the nearest ATC;
    - (ii) Operations beyond 5 kilometres out of launch shall file flight plans as stipulated in para (a) above.
  - (c) RPAS operating below 400ft shall notify the nearest Air Traffic Control.
23. Emergencies and Contingency RPAS operators shall develop and implement emergency and contingency procedures acceptable to the Authority.
24. Command and Control
- (1) A RPAS owner or operator shall ensure that he or she has command and/or control of the RPAS at all times during the flight.
  - (2) Any RPAS owner or operator who loses command and/or control of his RPAS must report to the Authority immediately.
25. ATC Communication
- (1) RPAS pilots shall ensure that ATC is made aware of any operations that shall take place in areas which are likely to affect manned and controlled air traffic.
  - (2) The Air Navigation Service Provider (ANSP) shall establish procedures, acceptable to the Authority, for integration of RPAS operation into the airspace to ensure aviation safety. Such procedures shall include communication and surveillance detection.
  - (3) Procedures referred to in sub-regulation (2) shall prescribe required information to be passed to ATC by RPAS pilot before and during RPAS operations.

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26. Operation in the Vicinity of Aerodromes      Except with the written permission of the owner or operator of an aerodrome, the appropriate ANSP and approval from the Authority; a person shall not operate a RPAS –

(a) within 10 kilometres of an aerodrome from the aerodrome reference point for code C, D ,E and F aerodromes;

(b) within 7 kilometres of an aerodrome from the aerodrome reference point for code A and B aerodromes;

(c) on approach and take-off paths;

(d) within the vicinity of navigation aids; (e)

within the aerodrome traffic zone;

(f) within terminal traffic holding patterns;

27. Operations at an Aerodrome      The Authority may upon approval of RPAS operation at an aerodrome:

(a) Impose operating restrictions on the approval in the interest of safety;

(b) Publish details of the approval in the appropriate element of the Integrated Aeronautical Information Publication (IAIP);

(c) Revoke or change the conditions that apply to such approval and publish details of any revocation or change in conditions in the appropriate element of the IAIP.

#### **PART IV - RECREATIONAL AND SPORTS OPERATION OF RPAS**

28. Recreational and Sports RPAS Operations      (1) RPAS operations for recreation and sports purposes shall be conducted within registered clubs which are approved by the Authority as set out in the Third Schedule of these regulations. Such recognition shall be valid for twelve months.

(2) The Authority shall develop a system for approval of clubs including requirements for composition, documentation and club rules and regulations

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(3) The clubs referred to in sub-regulation (1) shall provide the Authority with details of their operation areas and times for approval

(4) The Authority shall segregate and notify through the applicable element of the IAIP of such airspaces designated for use by RPAS operators, including limitations that may apply.

29. Training Requirements for Recreational and Sports RPAS Operations

(1) Clubs referred to in regulation 27 herein shall prescribe minimum training requirements for RPAS operation under the club.

(2) Training requirements referred to in sub-regulation (1) above shall be documented and submitted to the Authority for acceptance.

## **PART V – PRIVATE OPERATION OF RPAS**

30. Private RPAS Operations

A person shall not operate RPAS for private purposes except with prior authorization issued by the Authority and subject to the conditions contained therein.

31. Training for Private RPAS Operations

The RPAS pilots will be trained in accordance with training requirements in the First Schedule to these regulations.

## **PART VI – COMMERCIAL OPERATION OF RPAS**

32. ROC Compliance

(1) An operator shall not engage in commercial RPAS operations unless the operator holds a valid RPA operator's certificate (ROC) issued by the Authority.

(2) The ROC referred to in sub regulation (1) shall authorise the operator to conduct RPAS operations in accordance with the conditions and limitations detailed in the operations specifications attached to the ROC.

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- (3) The issuance of an ROC by the Authority is dependent upon the RPAS operator demonstrating an adequate organization, method of control and supervision of flight operations, training programme as well as ground handling and maintenance arrangements consistent with the nature and extent of the operations specified and commensurate with the size, structure and complexity of the organization.
- (4) A commercial RPAS operator shall establish and implement a safety management system (SMS) in accordance with their operational requirements established under the Civil Aviation Act or any other regulations made there under.
33. Application for RPAS Operator Certificate
- (1) An operator applying to the Authority for an RPAS operator certificate (ROC) shall submit an application in a form and manner prescribed by the Authority and containing any other information the Authority may require.
- (2) An applicant shall make the application for an initial issue or reissue of an ROC at least sixty days before the date of the intended operation.
34. Issuance of ROC
- (1) The Authority may issue an RPAS operator certificate (ROC) to an applicant if that applicant:
- (a) Meets the requirements of ownership stipulated at regulation 5.
- (b) meets the applicable regulations and standards for the holder of an ROC;
- (c) is properly qualified and adequately staffed and equipped to conduct safe operations in commercial operations of the RPAS;
- (d) has an approved aircraft operator security programme in accordance with the Civil Aviation (Security) Regulations, and meets any other requirements as specified by the Authority.

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35. Validity and Renewal of an RPAS Operator Certificate
- (1) An RPAS operator certificate (ROC) issued by the Authority shall be valid for 12 months from the date of issue or renewal unless –
- (a) a shorter period is specified by the Authority;
  - (b) the Authority amends, suspends, revokes or otherwise terminates the certificate;
  - (c) an ROC holder surrenders it to the Authority;
  - (d) the ROC holder notifies the Authority of the suspension of operations.
- (2) An ROC which is suspended or revoked shall be returned to the Authority.
- (3) An applicant for an ROC which has expired shall make an initial application.
36. Amendments of ROC
- (1) The Authority may amend an RPAS operator certificate (ROC) if the:
- (a) Authority determines that the amendment is necessary for the safety of commercial RPAS operations.
  - (b) ROC holder applies for an amendment and the authority determines that the amendment is necessary.
  - (c) The amendment is in the interests of national security.
- (2) The ROC holder shall operate in accordance with the amendment unless it is subsequently withdrawn.
37. Conducting Surveillance, Tests and Inspections
- The Authority shall conduct surveillance, inspections and tests on the RPAS operator certificate (ROC) holder to ensure continued eligibility to hold an ROC and associated approvals.
38. Personnel Required for RPAS Commercial Operations
- (1) RPAS operator shall have accountable manager acceptable to the authority, with corporate authority for ensuring that all necessary resources are available to support ROC operations.

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- (2) The accountable manager shall have sufficient qualified and competent personnel for the planned tasks and activities to be performed in accordance with the applicable requirements.
- (3) A RPAS operator should establish initial and recurrent training to ensure continuing competence of its personnel.
39. Operations Manual A RPAS operator shall develop and submit to the Authority for approval an operation manual as set out in the Second Schedule to these regulations.
40. Authorisation for Commercial RPAS Operations (1) An ROC holder shall not undertake commercial operations of RPAS except with authorization issued by the Authority.
- (2) Authorisation referred to in sub-regulation (1) shall be specific to particular operations.
41. Certification of RPAS Pilots/Instructors (1) A person shall not operate a RPAS, for commercial or private purposes, without a valid Certificate issued by the authority in accordance with these regulations.
- (2) An applicant for RPAS Pilots Certificate referred in sub-regulation (1) above shall:
- (a) be at least 18 years old;
  - (b) hold a current medical certificate Class 2;
  - (c) demonstrate English proficiency;
  - (d) hold a radio telephony licence;
  - (e) have completed a course of training approved by the Authority; and
  - (f) have passed a knowledge and skill test;
  - (g) Prove of identity;
  - (h) Police clearance certificate.

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(3) Where applicable, RPAS Pilot shall hold an appropriate rating for the type of operations they will perform including:

- (a) Type rating;
- (b) Instrument rating;
- (c) Night rating;

(4) Where applicable RPAS Instructor shall hold an appropriate rating for the type of operations they will perform including:

- (a) Type rating;
- (b) Instrument rating;
- (c) Night rating;
- (d) Instructor rating.

42. Eligibility  
Requirements  
for RPAS Pilot  
Certificate

(1) A person shall not act as a remote pilot unless that person holds:-

- (a) a remote pilot certificate;
- (b) a rating for the specific RPAS type or is operating under the supervision of a rated remote pilot for the purpose of qualifying for the rating;
- (c) the required knowledge for the type of RPAS;
- (d) a current Class 2 medical certificate.

- 
- (2) A person undergoing training to qualify for a remote pilot certificate or rating shall not:-
- (a) act as solo remote pilot of an RPAS:
    - (i) unless under the supervision of, or with the authority of, an authorized RPAS instructor; or
    - (ii) (on an international RPA flight.
  - (b) form a part of the crew of a commercial RPAS flight.
43. Validity of RPAS Pilots Certificate      The RPAS pilots Certificate shall be valid subject to validity of the holder's medical certificate.
44. Consumption of Alcohol and Drugs      No RPAS pilot, observer shall: –
- (a) consume alcohol less than 8 hours prior to reporting for duty; (b) commence a duty period while the concentration of alcohol in any specimen of blood taken from any part of his or her body is more than 0.04 grams per 100 millilitres:
  - (c) consume alcohol or any psychoactive substance during the duty period or whilst on standby for duty; or
  - (d) commence duty period while under the influence of alcohol or any psychoactive substance having a narcotic effect.
45. Training Requirements for Commercial RPAS Operations      The RPAS pilots shall be trained in accordance with training requirements in the First Schedule to these regulations.

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46. Instruments and Equipment Requirements      The Authority shall prescribe instrument requirements for RPAS operators for specific operations depending on: –
- (a) the class and category of the RPAS;
  - (b) type of operations;
  - (c) special authorization sought.

## **PART VII – SECURITY REQUIREMENTS FOR RPAS OPERATIONS**

47. Security Programme Requirements
- (1) A person or a club shall not operate a RPAS without Operator Security Procedures developed in accordance with the provisions of the Civil Aviation (Security) Regulations and accepted by the Authority.
  - (2) A RPAS operator shall specify the security measures, procedures and practices to be followed by the operator to protect pilots and facilities from acts of unlawful interference.
  - (3) A RPAS operator shall carry out and maintain security measures including identification and resolution of suspicious activity that may pose a threat to civil aviation:
    - (a) at a remote pilot station;
    - (b) on an RPAS; and
    - (c) at any facility under the control of the RPAS operations.
  - (4) RPAS shall be subject to security inspection at any time during its operations without prior notification to the operator.
  - (5) The specific security measures referred to in sub-regulation (3) shall provide; —
    - (a) That the premises used for preparing, storing, parking including RPAS ground station shall be secured at all times against unauthorized access;
    - (b) For protection of critical information technology and communication systems used for operations purposes from interference that may jeopardize the security of civil aviation;

- (c) For protection of flight documents;
- (d) That Commercial Operators requesting to operate with a camera shall be required to include details of the camera usage in the application for Security review and approval;
- (e) Requirements for checks and searches of specific areas and accessible compartments of the interior and exterior of RPAS; and
- (f) That persons engaged in RPAS operations are subject to recurrent background checks and selection procedures and are adequately trained.

48. Security Obligations for RPAS Operators

- (1) The operator of RPAS shall be responsible for the security of RPAS operations including associated facilities, personnel and equipment.
- (2) The RPAS operator shall ensure that the RPA or any component thereof that is no longer in use is completely disabled or destroyed to prevent unauthorized use.
- (3) The RPAS operator shall comply with any security directives or circulars issued by the Authority.

49. Acts of Unlawful Interference Against Civil Aviation

- (1) The operator shall have response procedures for operations personnel for threats and incidents involving RPAS operations.
- (2) RPAS operator or owner shall ensure that reports on acts of unlawful interference are promptly submitted to the Authority as per the Civil Aviation (Security) Regulations.

**PART VIII – GENERAL PROVISIONS**

50. Records

- (1) A RPAS operator should establish a system of record-keeping that allows adequate storage and reliable traceability of all activities developed, covering at a minimum;-
  - (a) Operator’s Organization;
  - (b) Safety Management Systems;
  - (c) Personnel training and competence verification;
  - (d) Documentation of all management system key processes;
  - (e) Maintenance Records;
  - (f) Security Management Records.

- 
- (2) Records shall be stored in a manner that ensures protection from damage, alteration and theft.
- (3) Records identified in this sub regulation shall be current and in sufficient detail to determine whether the experience and qualification requirements are met for the purpose of commercial operations.
51. Insurance
- (1) A person shall not operate, or cause to be operated or commit any other person to operate RPAS unless there is in force a minimum insurance policy in respect of third party risks.
- (2) The minimum sum of insurance in respect of any RPAS insured in accordance with sub-regulation (1) shall be notified by the Authority.
- (3) An operator of RPAS shall make available third party liability insurance certificate(s), in the authentic form, at the location of the RPAS operator's operational management or other location specified by the Authority
- (4) Notwithstanding the provisions of sub-regulation (1), the authority may dispense with requirement depending on the class and category of the RPA.
52. RPAS  
Regulations  
Multi-Agency  
Committee
- (1) There shall be a standing Multi-agency Committee appointed by the Cabinet Secretary responsible for civil aviation in consultation with the relevant security Ministries, Departments and Agencies (MDAs) on RPAS regulations.
- (2) The committee shall review RPAS Policy, Regulations and Procedures on a regular basis as and when need arises.
- (3) There shall be a secretariat established under the Multi-Agency Committee responsible for coordinating the day to day administrative requirements for the regulation of RPAS operations with the authority.

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53. Privacy of Persons and Property
- (1) Any person conducting operations using RPAS fitted with cameras shall operate them in a responsible way to respect the privacy of others.
  - (2) No person shall use a RPAS to do any of the following:
    - (a) Conduct surveillance of:
      - (i) A person without the person's consent.
      - (ii) Private real property without the consent of the owner.
    - (b) Photograph or film an individual, without the individual's consent, for the purpose of publishing or otherwise publicly disseminating the photograph or film. This requirement shall not apply to newsgathering, or events or places to which the general public is invited.
  - (3) Infrared or other similar thermal imaging technology equipment fitted on remotely piloted aircraft shall only be for the sole purpose of:
    - (a) scientific investigation;
    - (b) scientific research;
    - (c) mapping and evaluating the earth's surface, including terrain and surface water bodies and other features;
    - (d) investigation or evaluation of crops, livestock, or farming operations;
    - (e) investigation of forests and forest management; and
    - (f) other similar investigations of vegetation or wildlife.
54. Discharging or Dropping Goods
- A person must not cause a thing to be dropped or discharged from an unmanned aircraft in a way that creates a hazard to another aircraft, a person, or property.
55. Reports of Violation
- (1) Any person who knows of a violation under these regulations, shall report it to the Authority.
  - (2) The Authority will determine the nature and type of any additional investigation or enforcement action that requires to be taken.

## **PART IX – OFFENCES AND PENALTIES**

56. Importation without authorization
- Any person who contravenes the provisions of regulation 6 commits an offence and shall be liable upon conviction to a fine not exceeding two million shillings, six months imprisonment or both.

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57. Manufacture, assembly or testing without authorization Any person who contravenes the provisions of regulation 7 commits an offence and shall be liable upon conviction to a fine not exceeding two million shillings, six months imprisonment or both.
58. Owning RPAS without registration Any person who contravenes the provisions of regulation 8 commits an offence and shall be liable upon conviction to a fine not exceeding two million shillings, six months imprisonment or both.
59. Operating RPAS without authorization Any person who contravenes the provisions of regulation 11(6) commits an offence and shall be liable upon conviction, to a fine not exceeding one million shillings or imprisonment not exceeding six (6) months or both.
60. Prohibited Operation of RPAS Any pilot or person in charge of the RPAS or the owner thereof who contravenes the provisions of regulation 13 commits an offence and shall be liable upon conviction, to a fine not exceeding one million shillings or imprisonment not exceeding six (6) months or both.
61. Failure to display identifier/registration Any person who contravenes the provisions of regulation 8(2) commits an offence and shall be liable upon conviction, to a fine not exceeding one million shillings or imprisonment not exceeding six months or both.
62. Unlawful Interference of RPAS Operations Any person (s) who unlawfully interferes with duly authorized operation of RPAS commits an offence and shall be liable upon conviction to a fine not exceeding five million shillings, six months imprisonment or both.
63. Non-compliance (1) Any RPAS operator who contravenes any Regulations contained herein commits an offence and shall be liable upon conviction, to a fine not exceeding one million shillings or imprisonment not exceeding 6 months or both.
- (2) Any person who fails to comply with any direction given pursuant to this regulations by the Authority or by any authorised person(s) under any provision of these Regulations commits an offence and shall be liable upon conviction, to a fine not exceeding one million shillings or imprisonment not exceeding six months or both.

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(3) Notwithstanding the foregoing provisions, the Authority may revoke, cancel, and suspend, any license, certificate, approval, authorization and or exemptions issued under these regulations of any person who contravenes any provisions of these regulations.

## **PART X - SAVING AND TRANSITIONAL PROVISIONS**

64. Saving and Transitional Provisions      An owner of RPAS, already imported into Kenya at commencement of these regulations shall apply to the Authority for registration within six months.

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# FIRST SCHEDULE

## Regulations 41

### Certification of RPAS Pilot

This schedule sets forth the eligibility and training requirements for the certification of RPAS pilots.

#### Required Certificate, Ratings and Qualifications for Remote Pilot Certificate

##### 1. Knowledge and Skill Requirements

An applicant for a remote pilot certificate shall have demonstrated a level of knowledge appropriate to the privileges granted to the holder of the certificate holder, in the following subjects-

- a. air law;
- b. RPAS general knowledge;
- c. flight performance, planning and loading;
- d. human performance;
- e. meteorology;
- f. navigation;
- g. operational procedures;
- h. principles of flight related to RPAS; and i.  
radiotelephony

ii. An applicant for a remote pilot certificate shall pass a skill test to demonstrate the ability to perform, as remote PIC of the appropriate RPA category and associated RPS, the relevant procedures and manoeuvres with the competency appropriate to the privileges granted.

##### 2. Credit

A holder of a licence issued by the Authority may be credited towards the requirements for theoretical knowledge instruction and examination requirements for the remote pilot certificate.

##### 3. Passing Grade

The Authority shall prescribe the minimum passing grade.

##### 4. Retesting after failure

An applicant for a knowledge or practical test who fails that test, may retest after the applicant has received the necessary training from an authorized instructor who has determined that the applicant is proficient to pass the test.

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5. Special Conditions

- a. In the case of introduction of new RPA or RPS in an operator's fleet, when compliance with the requirements established by the Authority is not possible, the Authority may consider issuing a specific authorization giving privileges for RPAS instruction. Such an authorization should be limited to the instruction flights necessary for the introduction of the new type of RPA or RPS.
- b. The validity period for this authorization shall be for the instruction sought only.

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# **SECOND SCHEDULE**

## **Regulation 39**

### **RPAS Operations Manual**

An operations manual shall include each item set forth below which is applicable to the specific operation, unless otherwise approved by the Authority.

#### **Part A – General**

##### **1.0 INTRODUCTION**

1.1 Purpose and scope of manuals

1.2 A statement that the manual complies with all applicable Authority regulations and requirements and with the terms and conditions of the applicable RPAS operator certificate.

1.3 A statement that the manual contains operational instructions that are to be complied with by the relevant personnel in the performance of their duties.

1.4 List of manuals comprising operations manual.

1.5 A list and brief description of the various operations manual parts, their contents, applicability and use.

1.6 Responsibility for manual content.

1.7 Responsibility for manual amendment.

1.8 List of effective pages.

1.9 Distribution of manuals and amendments

##### **2.0 SAFETY MANAGEMENT SYSTEM**

2.1 Safety Policy

2.2 Description of safety management system

2.3 Accident and Investigation policies

##### **3.0 QUALITY SYSTEM**

Description of quality system adopted

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## 4.0 MANAGEMENT ORGANISATION

- 4.1 A description of the organizational structure including the general company organization and operations department organization. The relationship between the operations department and the other departments of the company. In particular, the subordination and reporting lines of all divisions, departments etc., which pertain to the safety of the RPAS operations, shall be shown
- 4.2 Accountable Manager –duties and responsibilities
- 4.3 Nominated personnel – Functions duties and responsibilities
- 4.4 RPAS Pilot- duties and responsibilities
- 4.5 Support personnel in the operation of RPAS- duties and responsibilities
- 4.6 A description of the objectives, procedures and responsibilities necessary to exercise operational control with respect to flight safety.

## 5.0 DOCUMENTATION

- 5.1 Documents required in RPAS operations
- 5.2 Document storage and retention period

## **Part B – RPAS Operating Information**

### 1.0 CREW INFORMATION

- 1.1 Flight team/crew composition
- 1.2 Qualification requirements of RPAS Pilot and support crew
- 1.3 Medical competencies
- 1.4 Operations of different types of RPAS

### 2.0 OPERATIONS OF RPAS

- 2.1 Operating Limitations and conditions
- 2.2 Communications
- 2.3 Weather
- 2.4 On site procedures

### 3.0 RPAS FLIGHT MANAGEMENT

- 3.1 Assembly and functional checks
- 3.2 Pre –flight checks
- 3.3 Normal flight procedures associated with relevant systems
- 3.4 Inflight checks associated with relevant systems
- 3.5 Abnormal procedures associated with relevant systems
- 3.6 Emergency Procedures associated with relevant systems

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## 4.0 RPAS USER MANUAL

### **Part C – Areas Routes and Aerodromes**

- 1.0 Areas of Operations
- 2.0 Operating site planning and assessment
- 3.0 Authorizations including site permissions

### **Part D – Training**

- 1.0 Training syllabi and checking programs for RPAS crew
- 2.0 Training syllabi and checking programs for RPAS support crew
- 3.0 Training syllabi and programs for personnel other than crew
- 4.0 Recurrent training programs
- 5.0 Additional training requirements that individual clients specify for the proposed operations.

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## THIRD SCHEDULE

### Regulations 29

#### Operational Guidelines for RPAS Clubs

The following requirements shall apply to RPAS clubs intending to operate for sport and recreation as required in Part V of these regulation (regulation 39 and 40).

#### General Provisions

1. A RPAS club shall be registered in accordance with the provisions pertaining to the registration of clubs in Kenya for it to be recognized and approved by the Authority.
2. No RPAS club shall operate without the approval by the Authority;
3. The club is required to develop an operational manual that provides for: (a) Membership requirements;  
(b) Administration of members;  
(c) Training requirements for its members; (d) Procedures and guidelines of operations; (e) Types of operation;  
(f) Class of equipment operated; and  
(g) Security arrangement for operations  
(h) Reporting mechanisms of incidents and accidents of the RPAS operations.

#### Administration of the club

4. The club management shall ensure that members :  
(a) have adequate training to facilitate operations;  
(b) are informed on current regulations, policies and procedures; (c) adhere to safe business practices in their activities.  
(d) are knowledgeable of airspace restrictions that apply in the area of operation as approved  
(e) are conversant with and meet the training requirements of the club.

#### Responsibility of the club management

5. The administrator of the club shall:-  
(a) obtain consent of the property owner or person in charge of the area of operation.  
(b) ensure that the club's recognition status is current with the Authority  
(c) develop and operationalize a training programme and plan for their membership;  
(d) a current list of members and particulars of their RPAS;

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- (e) maintain a record/database of all accidents and incidents that occur within their area of jurisdiction;
  - (f) ensure that it has adequate personnel are properly qualified and competent to perform their allocated tasks and responsibilities;
  - (g) have procedures for responding to an incident, accident, medical emergency, or if any RPAS becomes uncontrollable.
  - (h) immediately stop all operations if unable to meet the exemption requirements or if the safety of a person, property or other aircraft is at risk,
  - (i) ensure that club activities does not interfere with civil aviation; (j) Adhere to laws from all levels of government,
  - (k) inspect their RPAS on site before conduct of any flight to ensure that they are safe

