

**OPERATIONAL SAFETY INSTRUCTION**

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Aerodrome UAS Operating Process

It is the responsibility of all employers to ensure that relevant OSIs are brought to the attention of their staff. However, individuals remain responsible for their own actions and those who are in any doubt should consult their manager.

1. INTRODUCTION

A UAS is defined as an Unmanned Air System, and is also commonly referred to as a drone, or Remotely Piloted Aircraft System (RPAS).

UAS usage can be a great benefit to airport development teams, and are frequently used in wider construction industries, for topographical surveys and other geographical inspections.

There are some drone rules which must be followed, in order to safely and legally operate a drone on a commercial airfield. This instruction explains the requirements and actions to be taken for operating a UAS within the Bristol Airport boundary.

2. LEGAL OBLIGATIONS/CAA REQUIREMENTS

This OSI does not supersede legal requirements for operating drones. The CAA website provides information on prerequisites and required permissions must always be adhered to

[The Drone and Model Aircraft Code | UK Civil Aviation Authority \(caa.co.uk\)](https://www.caa.co.uk/The-Drone-and-Model-Aircraft-Code)

3. OPERATOR ACTIONS

Before any application is made for a non-standard flight plan, the drone operator must submit a Drone Authorisation Request Form (BRS-F-AOPS-021), with a minimum of 5 working days' notice, to AODM@bristolairport.com. This will enable the Airside Ops team to review the activity against certain criteria. Provided that there is sufficient detail, the drone flight will be approved*.

*Once airport approval is obtained, the operator shall be required to submit a Request to fly a Drone, using the NATS Non-Standard Flight Plan portal: [Drone and Model Aircraft | \(nats.aero\)](https://www.nats.aero/Drone-and-Model-Aircraft) in addition to the direct Bristol Airport approval request. This is a legal requirement prior to drone operation, within (but not specific to) the airport boundary. NB. Once NATS Bristol have approved this, a copy will be sent to the AODM and Ops team.

4. BRISTOL AIRPORT ACTIONS

Upon receipt of the Drone Authorisation Request Form from an originator, a member of the Airside Ops team shall review and approve the flight request, according to the criteria set out below:

Is the flight request for a Bristol Airport purpose?

Is the proposed flight location Airside?

Are there any additional stakeholders required?

Has an escort been arranged?

Is a temporary pass required?

Other Drone activity planned?

Can the Drone operate in low visibility or safeguarding phases?

The AODM shall be empowered to deny the request, if there is any ambiguity or uncertainty as to the intention of the flight. Further information must be provided if requested, in order for the request to be considered.

Upon approval, the AODM shall send a copy of the authorisation form with an approved number reference, to the originator and the following stakeholders (as a minimum).

ADM**

RFFS

NATS ATC WM

Ops Team

BRS POC

**The ADM may require to deactivate the BRS drone detection system to support the planned operation.

The reference number shall be added to the Drone request Database on sharepoint.

5. GENERAL ENQUIRIES

Any enquiries should be addressed to opsteam@bristolairport.com