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Download this form before you begin

Please download and complete with Adobe Acrobat. If you are using a browser to complete this form you may lose your information. Send this form and any attachments to rpas.pac@casa.gov.au.

Purpose of this form

Use this form to apply for the grant of an EVLOS operation approval, in accordance with Chapter 5 of the CASR Part 101 Manual of Standards.

Who is this form for?

This form is for RPA Operator's Certificate (ReOC) holders wishing to conduct EVLOS operations.

Information needed to complete this form

Refer to CASR Part 101 Manual of Standards, Chapter 5

ReOC holders should review the relevant *Civil Aviation Safety Regulations 1998* (CASR) Part 101 and Manual of Standards provisions before completing this application.

Applicants are required to complete and submit all parts of the application to be acceptable to CASA.

The completion of this application form is the first step in the application process. On receipt of a completed application form, CASA will calculate and send you an estimate of the cost to process your application and any additional information you must submit.

Should you wish to proceed, you will need to pay the estimate.

CASA may refuse to consider an application or to consider it further while there are requirements that the applicant has not complied with.

Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, [apply now](#).

If you are applying on behalf of an organisation, you will need to have authority to act on the entity's (applicant's) behalf and be able to provide the organisation's ARN.

Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them prior to lodging this form. You can do this by [changing your details](#) on the CASA website.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

For more information

Go to the [CASA website](#) or [contact us](#).

Applicant

1 What are the **applicant** details?

If your address, contact or other details have changed, you must update them using [changing your details](#).

Legal entity/full name

ARN

Contact number

Email address

Chief remote pilot

2 What are the **chief remote pilot** details?

This form should be submitted by the chief remote pilot.

Full name

ARN

Contact number

Email address

3 What are you **applying** for (select all that apply)?

EVLOS operation Class 1 approval

EVLOS operation Class 2 approval

4 Do you intend to conduct EVLOS operations only in specific areas or locations?

No ➔ [Go to 6](#)

Yes ➔ [Go to 5](#)

5 Provide additional details (coordinates, addresses)

 Provide additional pages if required

6 Is this application linked to any other operation for which an RPA Flight Authorisation will be required?

No ➔ [Go to 8](#)

Yes ➔ [Go to 7](#)

7 Provide additional details

Refer to RPA Flight Authorisation (Form 101-09) for an application for RPA Flight Authorisations. If you require further assistance, or to seek clarification, contact the RPAS Branch at rpas.pac@casa.gov.au.

Submission

8 Have you reviewed the provisions outlined within the Part 101 MOS Chapter 5 in developing your operational practices and procedures to support EVLOS operations?

No

Yes

9 Have you utilised the generic CASA EVLOS Training Syllabus template to develop your practices and procedures for the training of personnel to conduct EVLOS operations?

No

Yes

10 Have your EVLOS practices and procedures been incorporated into your operational documents?

No

Yes

11 Have you made any other changes to the Operations Manual or Operational Procedures (Library) submitted for this application?

No ➔ [Go to 13](#)

Yes ➔ [Go to 12](#)

12 What are the changes to the Operations Manual?

Attach the relevant pages to this application.

 Provide relevant pages of the Operations Manual

Application checklist

13 Select all that apply:

ReOC Operations Manual

ReOC Operational Procedures (Library)

If other please specify

This area has been intentionally left blank

14 I declare:

- All statements in this notice are true and correct.

I acknowledge by providing my details below and submitting this application:

- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my application.
- We may also use your licensing information in deidentified form for aviation safety research/analysis.
- I have used my best efforts to identify all Commonwealth, state and territory environmental protection legislation that governs the aviation-related activities I will be engaging in under the authorisation for which I am applying. I recognise and understand these obligations and will endeavour in good faith to comply with the applicable requirements specified in that legislation.

Privacy

Any personal information you provide to CASA, as part of this application, is protected by the *Privacy Act 1988*.

We will use the information provided to process this application and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your application.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our [privacy statement](#) and [privacy policy](#).

Fees

I acknowledge CASA will provide a fee estimate, which will be sent to the contact for this application.

I accept if this application is withdrawn or refused by CASA, or if CASA is unable to assess this application because I have failed to provide the required information and/or documentation, I am liable to pay CASA fees for work conducted.

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this application in accordance with that policy.

Full name

Signature

Date (DD/MM/YYYY)

/ /

Role authority

15 In what capacity are you making this declaration?

CEO

Responsible Manager

Chief Remote Pilot

Agent

Other, please specify:

An authority must be provided if the person making this declaration is **not** the individual or an office holder of the entity named in question 1.

 Attach agent declaration or authority

Submitting this form to CASA



By email – attach this form and all supporting documents.
Send them to rpas.pac@casa.gov.au