|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Note to Operator:This document should be completed with reference to CAD 6011 (II) – Agricultural UAS Operation. The compliance checklist shall be used to ensure that all information is inserted in Manuals or present during the certification phase. These information provided to the CAAM will also assist the CAAM in processing the Aerial Work Certificate in a more expedient manner. Operator should submit as early as possible, a point-by point reply to the applicable requirement. Additional requirement may be specified by the CAAM when deemed necessary. Applicants are expected to complete the checklist in a clear manner by crossing the appropriate checkbox on the compliance status and indicate the location of the relevant supporting document. An example is as shown below:

|  |  |  |
| --- | --- | --- |
| **Criteria Code** | **Criteria Compliance status** | **Remarks** (Include reference to documentation or reason for non compliance/ non-applicability) |
|  | **Yes** | **No** | **N/A** |  |
|  |[ ] [ ] [ ]  Document XX – Chapter X, item X.X;Document YY, - Chapter Y, item Y.Y |

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| **ORGANISATION DETAILS** |
| Name of Operator: |  |
| Organisation: |  |
| **OPERATION DETAILS** |
| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL** |
| **4.2.3** | **Accountable Manager (AM)*** Has been approved by the CAAM
 |[ ] [ ] [ ]   |
|  | * Has corporate authority for ensuring that all remain compliant as stated in 4.2.3
 |[ ] [ ] [ ]   |

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| **OPERATION DETAILS** |
| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **4.2.4** | **Safety Manager (SM)*** Has been approved by the CAAM
 |[ ] [ ] [ ]   |
|  | * Job description entails requirement as stated in 4.2.4
 |[ ] [ ] [ ]   |
|  | * Meets the requirement as listed in 4.2.4
 |[ ] [ ] [ ]   |
| **4.2.5** | **Flight Operations Manager (FOM)*** Has been approved by the CAAM
 |[ ] [ ] [ ]   |
|  | * Job description entails requirement as stated in 4.2.5
 |[ ] [ ] [ ]   |
|  | * Meets the requirement as listed in 4.2.5
 |[ ] [ ] [ ]   |
| **1.10** | **Insurance**Insurance that will cover a third party liability * For initial AWC: insurance documents may be provisional one.
 |[ ] [ ] [ ]   |
|  | * For renewal/ inspection: insurance documents shall be valid.
 |[ ] [ ] [ ]   |
| **3.10.4** | **Permitting Access to CAAM** There is a provision in the Operations Manual indicating that the AWC Holder and its personnel shall grant to any person, that is duly authorised by the CAAM, an access to any facility, UAS documents, records, data, procedures or to any other material relevant to its activity. |[ ] [ ] [ ]   |

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| **OPERATION DETAILS** |
| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **3.12** | **Nearest Agricultural Dept./Agency**There is a procedure in the Operations Manual indicating compliance of requirement of 3.12  |[ ] [ ] [ ]   |
| **4.1.1****(d) (4)** | **Radio Spectrum**Operations use and support efficient and allowed radio spectrum approved by MCMC |[ ] [ ] [ ]   |
| **4.1.1 (f)** | **Personnel in charge*** Have completed the on-the-job training
 |[ ] [ ] [ ]   |
|  | * There is an on-the-job training provision
 |[ ] [ ] [ ]   |
|  | * Provision to ensure that all personnel are aware of the Operator’s operations manual and its procedures established
 |[ ] [ ] [ ]   |
| **4.1.1****(h)** | **Records****Personnel**Storage of relevant qualifications, training completed by the RP and the other personnel in charge of duties (3 years) |[ ] [ ] [ ]   |
|  | * Remote Pilot
 |[ ] [ ] [ ]   |
|  | * Maintenance staff (if applicable)
 |[ ] [ ] [ ]   |
|  | * Other personnel (if applicable)
 |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **4.1.1****(h)** | **FINANCIAL**Adequate and sound financial practice* A description of the applicant’s business organisation, corporate structure, and names and addresses of those entities and individuals having a major financial interest.
 |[ ] [ ] [ ]   |
| **4.5** | **Records****Flight Activities and Record keeping**As listed in item 4.5.2 |[ ] [ ] [ ]   |
|  | * the identification of the UAS (manufacturer, model/variant (e.g., serial number)
 |[ ] [ ] [ ]   |
|  | * the date, time, and location of the take-off and landing
 |[ ] [ ] [ ]   |
|  | * the duration of each flight
 |[ ] [ ] [ ]   |
|  | * the total number of flight hours/cycles
 |[ ] [ ] [ ]   |
|  | * in the case of a remotely piloted operation, the name of the remote pilot responsible for the flight
 |[ ] [ ] [ ]   |
|  | * the activity performed
 |[ ] [ ] [ ]   |
|  | * any significant incident or accident that occurred during the operation
 |[ ] [ ] [ ]   |
|  | * a completed pre-flight inspection
 |[ ] [ ] [ ]   |
|  | * any defects and rectifications
 |[ ] [ ] [ ]   |
|  | * any repairs and changes to the UAS configuration
 |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **4.1.1****(m)** | **AGRICULTURAL PAYLOAD & PESTICIDES*** Only approved agricultural payload as listed by the DOA
 |[ ] [ ] [ ]   |
|  | * Pesticides used are registered under Pesticides Act 1974
 |[ ] [ ] [ ]   |
| **4.1.1****(n)** | **Limitations on Operations*** Operations conducted are as referenced to its AWC and operations specifications
 |[ ] [ ] [ ]   |
|  | * Operations conducted below 400 ft (AGL) and a distance not closer than 50 meters to persons, vessels, vehicles and structures uninvolved to the operations
 |[ ] [ ] [ ]   |
| **4.1.1****(o)** | * Operations conducted beyond 9.26 km from an aerodrome and only in class G airspace
 |[ ] [ ] [ ]   |
| **4.1.1****(p)** | * Operations either in VLOS or EVLOS
 |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **4.1.1****(q)** | **Remote Pilot*** RP holds valid RCoC issued by the CAAM
 |[ ] [ ] [ ]   |
|  | * RP employed is at least 18 years of age
 |[ ] [ ] [ ]   |
|  | * There is a provision to ensure recency of RP and all pilots operating shall have completed during the preceding 90 days on type relevant type of the UAS:
	+ At least 3 Agricultural UAS flights of at least 10 minutes of each flight time; and
	+ If applicable, 1 dispensation operation.
 |[ ] [ ] [ ]   |
| **4.4.1** | **Night Operations*** Qualification of RP (15-25 hours)
 |[ ] [ ] [ ]   |
|  | * Provision on training of RP for Night operations
 |[ ] [ ] [ ]   |
| **4.7** | **Operations Manual*** Complete, accurate and current to satisfy the CAAM’s requirements
 |[ ] [ ] [ ]   |
|  | * Adequately comprising of elements stated in 4.7
 |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **GENERAL (CONTINUATION)** |
| **4.7.3** | **Emergency Response Plan*** ERP is suitable, clear and adequate
 |[ ] [ ] [ ]   |
|  | * Clearly delineates the responsibilities of the personnel in charge of duties
 |[ ] [ ] [ ]   |
|  | * Coordination with other organisation, as appropriate
 |[ ] [ ] [ ]   |
|  | * Training/drills are developed for ERP by organisation to maintain awareness of all personnel
 |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **Airworthiness** |
| **3.2.2** | **UA Fleet**Has a minimum of two (2) UA for AWC certification and operations1. For initial AWC: purchase/lease documents may be provisional one.
2. For renewal/ inspection: purchase/ lease documents shall be valid.
 |[ ] [ ] [ ]   |
| **4.1.1 (h)** | **Records*** Maintenance activities
 |[ ] [ ] [ ]   |
|  | * Unusual technical or operational occurrences for a minimum of 3 years
 |[ ] [ ] [ ]   |
| **4.8.2** | **Design*** UA used are designed as its intended operation set by manufacturer
 |[ ] [ ] [ ]   |
|  | * Accepted by the CAAM
 |[ ] [ ] [ ]   |
|  | **Technical Data Specification*** The UAS has Technical Data Specification or equivalent set by the manufacturer and any other supporting documents
 |[ ] [ ] [ ]   |
|  | **Manual(s)**The UAS shall has a proper Flight Manual, Maintenance Manual and Operating Manual from the UAS Manufacturer |[ ] [ ] [ ]   |
|  | The UAS shall be maintained in accordance with the UAS maintenance manual provided by the UAS manufacturer; |[ ] [ ] [ ]   |

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| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **Airworthiness** |
| **4.8.2** | **Maintenance and Inspection Programme**The UAS Maintenance and inspections programme shall be developed by the UAS operator in accordance with the UAS manufacturer instructions and recommendations and shall be approved by the CAAM. |[ ] [ ] [ ]   |
|  | **Authorised Technical Personnel*** The UAS shall be maintained by authorised technical personnel (ATP) nominated by the organisation
 |[ ] [ ] [ ]   |
|  | * The ATP shall have relevant qualification, competent and must be trained by the UAS manufacturer
 |[ ] [ ] [ ]   |
|  | * ATP is accepted by the CAAM
 |[ ] [ ] [ ]   |
|  | * Clear job description of the ATP and in compliant with the requirements listed in the Chapter 4.
 |[ ] [ ] [ ]   |
|  | **MODIFICATIONS*** Done by the ATP
 |[ ] [ ] [ ]   |
|  | * Maintenance, modifications, repairs and replacement of UAS parts and components are recorded
 |[ ] [ ] [ ]   |

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| --- | --- | --- |
| **Requirement Code** | **Requirement compliance status** | **Remarks** |
|  | **Yes** | **No** | **N/A** |  |
| **Airworthiness** |
| **4.9** | **Registration and Marking**Follows the requirements in 4.9.1:* UAS marks consisting of Roman capital letters “CAAM-UAS-XXXX” followed by the four (4) digits registration number of the aircraft assigned by the CAAM.
 |[ ] [ ] [ ]   |
|  | * The registration markings must be readable and weather proof.
 |[ ] [ ] [ ]   |

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| **DECLARATION STATEMENT BY APPLICANT** |
| I declare that the information provided in this form meets the requirements as stated in CAD 6011 (II) – AGR |
| Name of Accountable Manager: |  | Signature: |  |
| Date: |  |

|  |
| --- |
| **FOR CAAM OFFICIAL USE ONLY** |
| [ ] SATISFACTORY [ ] UNSATISFACTORYComments: |
| Name of Inspector |  | Signature: |  |
| Date: |  |