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GOVERNMENT OF INDIA

OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION

TECHNICAL CENTRE, OPP. SAFDARJUNG AIRPORT, NEW DELHI.

CIVIL AVIATION REQUIREMENT
SECTION 3 – AIR TRANSPORT
SERIES N PART I
DATED:

EFFECTIVE: TBD

F. No. AV.14027/17/2018-AT-1

SUBJECT: REQUIREMENTS FOR UNDERTAKING AERIAL WORK.

1 INTRODUCTION

Aerial work means any aircraft operation undertaken for an industrial or commercial purpose or any other remunerative purpose, but does not include operation of air transport Service. An aerial work aircraft is generally modified and/or installed with suitable equipment for specialised operations such as aerial survey, geophysical survey, cloud seeding, agriculture, construction, photography, observation and patrol, search and rescue, aerial advertising, flight calibration of navigational aids, para dropping, external cargo operations, scientific research etc.

2 REGULATORY PROVISIONS

- 2.1 Subrule (1) of Rule 134B of the Aircraft Rules, 1937 specifies that no person shall undertake any aerial work unless he holds an authorisation issued by the Director-General. The said rule also provides for a Non-Scheduled Operator Permit holder to undertake aerial work operations without holding such authorisation, provided he complies with the requirements as may be specified by the Director-General.
- 2.2 This CAR lays down the requirements for grant of authorisation for undertaking Aerial Work operations under Rule 134B of the Aircraft Rules, 1937 and also lays down the requirements for an NSOP holder to comply before undertaking aerial work operations.
- 2.3 This CAR is issued under the Rule 133A of the Aircraft Rules, 1937.

3 APPLICABILITY

This CAR is applicable to person/ organisation, NSOP holders desirous of undertaking aerial work operations with aircraft other than Remotely Piloted Aircraft Systems (RPAS).

4 ELIGIBILITY

Aerial work operations can be undertaken by,

- 4.1 a) A citizen of India; or
b) A company or a body corporate provided that:
i) it is registered and has its principal place of business within India;
ii) its chairman and at least two-thirds of its directors are citizens of India;
and
iii) its substantial ownership and effective control is vested in Indian nationals.

holding an authorisation issued under Rule 134B.

- 4.2 An NSOP holder meeting the requirements of Appendix 1 to this CAR.

Note: NSOP holders already engaged in aerial work operations on the date of issue of this CAR will be required to comply with the provisions of this CAR within six months from the date of issue of this CAR.

- 4.1.2 The applicant shall meet the following Paid up Capital requirements:

Fleet Strength	Minimum Paid Up Capital
Single aeroplane/helicopter	Rs. 50 lakh
For each additional aeroplane/helicopter	Rs. 25 lakh per additional aeroplane/helicopter

Note:

1. Full equity as required shall be available with the Applicant/Company at the time of application to demonstrate their commitment, seriousness and genuineness
2. The applicant/company shall submit a certificate from the banker/chartered accountant to confirm the paid up capital of the company.

5 APPLICATION

- 5.1 An applicant for an aerial work authorisation shall:

(a) provide particulars, information and documents specified in paragraph 5.2;
and

(b) pay fees, as specified in Rule 134B of the Aircraft Rules, 1937.

5.2 The particulars, information and documents required for an application mentioned in paragraph 5.1 are:

- (a) the name of the applicant;
- (b) the address of the applicant;
- (c) the type of intended aerial work operations, including details such as the aircraft type involved;
- (d) the applicant's —
 - (i) Operations Manual;
 - (ii) Continuous Airworthiness Management Exposition;
 - (iii) aircraft flight manual and aircraft performance data; and
 - (iv) documents describing its Safety Management System; and
- (e) any other manuals, documents or further particulars as may be required by DGCA based on the nature of aerial work proposed to be undertaken.

5.3 The documents as given in paragraph 5.2 (d) and (e) shall comply with the requirements of this CAR and are subject to approval/ acceptance of DGCA.

5.4 The application shall be made to the DGCA (Air Transport Directorate) at least 90 days before the intended date of commencement of the applicant's aerial work operations and not before the security clearance of personnel as required in paragraph 6 has been obtained.

5.5 The applicant shall be required to obtain the authorisation within two year of obtaining the security clearance from MHA.

6 SECURITY CLEARANCE

6.1 The applicant, and in case of a Company, its Board of Directors, shall be required to be security cleared from Ministry of Home Affairs (MHA). The positions of the Chief Executive Officer (CEO) and/or Chief Financial Officer (CFO) and/or Chief Operating Officer (COO), and/or any other similar Designation(s) in the case of a Company and exercising management control, if held by foreign nationals, would also require security clearance from MHA.

6.2 Ministry of Home Affairs (MHA) is the competent authority for grant of Security Clearance. The applicant/company and its Board of Directors shall be required to obtain security clearance from Ministry of Home Affairs (MHA).

6.3 The request for security clearance shall be submitted online through the e-Sahaj portal **www.esahaj.gov.in**.

6.4 Denial/Withdrawal of Security Clearance by MHA at any stage shall lead to rejection of the application for Aerial Work Authorisation, or cancel/ suspension of Aerial Work Authorisation, if already issued.

6.5 The security clearance shall be co-terminus with the validity period of authorisation and a fresh security clearance shall be required for renewal of the same.

6.6 Any changes in the Board of Directors or CEO/COO/CFO/ any other similar Designation(s) in the case of a Company and exercising management control (if held by foreign National) shall not be effected without a prior permission from DGCA. The request for such permission shall be submitted to DGCA along with a request for security clearance online through e-sahaj portal www.esahaj.gov.in.

6.7 Induction of Directors or other management personnel requiring security clearance, without prior security clearance shall result in immediate suspension of the authorisation.

6.8 Any change in the shareholding pattern/ownership of the company, change of name shall require a prior permission from DGCA which may require a fresh security clearance from MHA.

6.9 The aerial work applicant/authorisation holder shall be required to provide information to DGCA regarding criminal case(s), if any, registered against the company, owner, promoter or any of its Directors at any point of time for onward communication to MHA.

7 ORGANIZATION AND PERSONNEL

7.1 The applicant shall establish an organisational structure that effectively manages the operator's aerial work operations, taking into account the size, nature and complexity of the operations which shall be acceptable to DGCA.

7.2 The applicant shall employ a suitable person as an Accountable Manager who has the authority and financial powers to ensure that all the activities undertaken by the organisation are carried out in accordance with the aerial work authorisation and its scope and is in compliance with this CAR.

7.3 The applicant shall employ a suitably qualified person responsible for ensuring that the aerial work authorisation holder's organization complies with its Operations Manual, and other procedures or manuals, as approved by DGCA.

7.4 The applicant shall employ sufficient number of adequately trained and competent personnel to plan, perform, supervise, inspect and certify the operations listed in the operations manual and other procedures or manuals, as approved by DGCA.

8 AIRCRAFT

8.1 The applicant shall have at least one aircraft, either by outright purchase or on dry lease, which shall be registered in India and shall have a valid certificate of airworthiness/ special certificate of airworthiness for aerial work.

8.2 The applicant shall ensure that the aircraft to be utilized for aerial work:

- a) has type certificate/ restricted type certificate issued or validated or accepted by DGCA, including supplementary type certificates/ supplementary restricted type certificates for any modifications;
- b) is fitted with appropriate equipment suitable for the type of operations in which it is engaged.

8.3 Age of the Aircraft

- a) There is no limitation on age of the aircraft to be imported exclusively for aerial work operations.
- b) However, in case the aircraft is to be utilised for other operations also, at any time, the age criteria as specified in CAR Section 2 Series F Part XX shall be applicable, as on date of import.

8.4 Foreign registered aircraft certified for aerial work operations in the State of Operator may be permitted to undertake aerial work operations. The foreign registered aircraft shall be imported for the duration of the project on a re-export basis by the Aerial Work Authorisation holder or the NSOP holder after demonstrating compliance with the requirements specified in Appendix 2 of this CAR.

9 PERMISSION TO IMPORT/ LOCAL ACQUISITION OF AIRCRAFT

- 9.1 The applicant shall obtain permission for import or local acquisition of the aircraft from DGCA as per Air Transport Circular 02/2017, as amended from time to time.
- 9.2 The permission for import/local acquisition of aircraft shall be granted only after security clearance from MHA.

10 CONTINUING AIRWORTHINESS

10.1 The aircraft shall:

- a) Be managed by an approved Continued Airworthiness Management Organization(CAMO); and
- b) Be maintained in an approved maintenance organization and certified by licensed personnel; and
- c) Remain airworthy during its operation and comply with applicable Aircraft Rules 1937 and Civil Aviation Requirements.

10.2 The applicant may outsource their CAMO function to a suitably approved organisation as per applicable provisions of CAR-M.

11 OPERATIONAL REQUIREMENTS

- 11.1 The applicant shall ensure that all operations personnel are properly instructed in their particular duties and responsibilities and the relationship of such duties to the operation as a whole.
- 11.2 An operational flight plan shall be prepared for every intended flight. The operational flight plan shall be approved and signed by the pilot-in-command.
- 11.3 The applicant shall develop and provide its flight crew and operations staff with SOPs, for each type of aerial work operation covering the normal, abnormal and emergency procedures relating to conduct of aerial work operation. These SOPs must be consistent with the aircraft flight manual. The SOPs shall be accepted by DGCA.
- 11.4 The SOPs for the aerial work shall inter alia contain the procedures for issuance of NOTAMS (if required) and for obtaining requisite clearances from DGCA, Airports Authority of India, Ministry of Defence, Indian Air Force, Indian Navy, and any other such agencies as may be required under the relevant regulations.
- 11.5 The applicant shall comply with relevant CAR on flight duty time limitation for flight crew.
- 11.6 The applicant shall comply with CAR Section 9 Series 'C' Part I on Rules of the Air.
- 11.7 An operator shall not assign a pilot-in-command or a co-pilot to operate at the flight controls of a type or variant of a type of aircraft unless the pilots are current in the conduct of aerial work operation.
- 11.8 Carriage of passengers onboard and/or task specialists on an aerial work flight shall be permitted only after approval by DGCA under the relevant SOPs and provided the aircraft is certified for the purpose.

12 TRAINING OF FLIGHT CREW AND OTHER PERSONNEL

- 12.1 The applicant seeking aerial work authorisation shall identify the special hazards related to the intended operations and specify mitigation measures through specification of:
- a) Pilot Training
 - b) Task Specialist Training
 - c) Operational Control Procedure including go/no go criteria and authority.
 - d) Communication procedures between crew members and pilots.
- 12.2 The applicant shall get the training programme for pilots approved by DGCA and ensure that the training is completed before operations are commenced. The training programme shall include detailed initial, recurrent and recent training requirements for special operations and shall be included in the Operations Manual.

12.3 The training requirements shall be formulated considering the safety risk assessment for the proposed operations as well as the requirements and guidance for flight crew training stipulated in the relevant CARs under Section 8 and Operations Circulars. Where not specified, the operator shall propose the requirements and satisfy DGCA that the risk is within acceptable level for safety of operations and the same shall then be approved.

13 OPERATIONS MANUAL

13.1 The applicant/operator shall prepare an aerial work operations manual which shall include the organisation structure, duties and responsibilities of different operational staff, operating procedures for aerial work intended to be included in the scope of authorisation, contingency procedures, list of documents to be carried on board and qualifications for flight crew and other technical personnel/task specialist required for the specific aerial work task including their training requirements. Guidance on contents of the Operations Manual is given in Appendix 3.

14 SAFETY MANAGEMENT SYSTEMS

The applicant shall establish a safety management system as per CAR Section 1 Series C Part I.

15 DOCUMENTATION

15.1 The applicant shall formulate a document management policy for each of their manuals/documents clearly indicating the responsibility for maintenance and update of the manual, ensuring that the manuals are periodically reviewed and updated for any changes in regulations from time to time, and that updated information/manuals are available to each operational/maintenance staff as per their duties.

15.2 The operator shall ensure the flight crew and other technical staff has access to all necessary operational documents and publications like operations manual, CARs, AICs, NOTAMs, aeronautical maps and charts, operational circulars and relevant weather etc. for undertaking any flight operations.

15.3 The applicant shall carry on board the aircraft documents as per CAR Section 2 Series X Part VII.

16 GRANT OF AERIAL WORK AUTHORISATION

16.1 The aerial work authorisation shall be granted upon successful demonstration of the compliance of the requirements contained in this CAR.

16.2 The aerial work authorisation issued as per this CAR shall contain the scope of operations including limitations, if any.

17 OPERATIONS UNDER THE AUTHORISATION

- 17.1 The aerial work authorisation holder shall conduct operations strictly as per the scope of authorisation and manuals/ procedures as approved/ accepted by DGCA.
- 17.2 The aerial work authorisation holder can also undertake operations as per the scope of authorisation in foreign countries for a period not exceeding three months subject to clearance from the concerned foreign authority. Aerial work authorisation holder shall inform DGCA prior to undertaking such assignment.
- 17.3 For undertaking such operation in foreign countries beyond three months, a NOC shall be required from DGCA.
- 17.4 DGCA may consider imposing suitable conditions while granting such NOC.

18 VALIDITY AND RENEWAL OF AUTHORISATION

- 18.1 The validity of the Aerial Work Authorisation shall be upto two years and shall remain valid subject to continued compliance of all relevant regulatory requirements by the authorisation holder.
- 18.2 If the aerial work authorisation holder intends to cease its aerial work operations, a notification to DGCA in writing shall be submitted as soon as reasonably practicable. The aerial work authorisation shall be surrendered to DGCA immediately upon cessation of its operations.
- 18.3 The operator shall apply for renewal of authorisation to DGCA (Directorate of Air Transport) as per specified proforma at least 90 days prior to expiry with supporting documents and along with fee for renewal of Rs. 25,000/- (Rupees Twenty Five Thousand) to be paid in a manner as prescribed by Director General in favour of the Pay and Accounts Office, Director General of Civil Aviation, Ministry of Civil Aviation, New Delhi.
- 18.4 The application for renewal shall be accompanied with a copy of e-sahaj request for obtaining fresh security clearance.
- 18.5 DGCA may conduct inspection of the facilities of the authorisation holder before renewal.

19 CHANGE IN SCOPE OF AUTHORISATION

- 19.1 Change in the scope of operations/ addition of aircraft shall require prior approval from DGCA.
- 19.2 A request for change in scope of operations/ addition of aircraft shall be

submitted as per specified proforma at least 90 days before the intended date of proposed operations.

- 19.3 The authorisation holder shall be required to ensure compliance with the CAR including any amendments required to their Operations Manual, and such other manuals based on the intended operations/ use of aircraft before the change is approved.

20 GENERAL OPERATING CONDITIONS

- 20.1 The authorisation holder shall ensure that operations are conducted only to/from airports suitable for the type of aircraft. For operations to Defence airfields the required clearances shall be obtained from the concerned authorities and the operations shall be conducted in accordance with the clearance so obtained.
- 20.2 The authorisation holder shall ensure that all the security requirements stipulated by Bureau of Civil Aviation Security are strictly followed in respect of their operations at all airports.
- 20.3 For carriage of dangerous goods by air to/ from/ within/ over India, the provisions of the Aircraft (Carriage of Dangerous Goods) Rules, 2003 shall be strictly complied with.
- 20.4 The Aerial Work Authorisation shall not be transferable.
- 20.5 The authorisation holder shall maintain a current insurance for an amount adequate to cover its liability towards crew, cargo, hull loss and third party risks, in compliance with the requirements of the Carriage by Air Act, 1972, or any other applicable law.
- 20.6 The authorisation holder before undertaking the aerial work operation as per the scope of authorisation shall ensure that requisite additional clearances as may be required from DGCA, Airports Authority of India, Ministry of Defence, Indian Air Force, Indian Navy, local Administration, and any other such agencies as may be required under the relevant regulations have been obtained, and NOTAM (if required) for the activity has been issued.
- 20.7 The authorisation holder shall obtain a specific permission from DGCA (Directorate of Information & Regulation) prior to undertaking any aerial work involving:
- a) Aerial Photography
 - b) Remote Sensing Surveys (Geographical/Geophysical Aerial Surveys)
 - c) Dropping of articles/Sky Diving/Para-dropping
 - d) Cloud Seeding

Note: The procedure for obtaining such specific permissions is given in Appendix 4.

20.8 In case there are no aircraft left with the aerial work authorisation holder, the aerial work authorisation shall be deemed to be suspended and the authorisation holder shall surrender the same to DGCA immediately.

(B.S. BHULLAR)
Director General Civil Aviation

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APPENDIX 1

AERIAL WORK BY NON SCHEDULED OPERATOR PERMIT (NSOP) HOLDERS

1. An existing NSOP holder holding a valid AOP can undertake aerial work operations subject to amendment in their operations specifications for the specific aerial work activity.

Note 1: In case of induction of an aeroplane/ helicopter exclusively for aerial work operations, operations specification for the said aeroplane/ helicopter shall be issued after ensuring compliance with this CAR.

Note 2: For use of foreign registered aircraft for aerial work, requirements specified in Appendix 2 of this CAR shall be followed.

2. The request shall be submitted as per CAP 3300/3400 (Appendix M) at least 90 days before the intended date of proposed operations.
3. The NSOP holder shall be required to ensure compliance with this CAR including any amendments required to their Operations Manual, and such other manuals based on the intended operations/ use of aircraft before the change is approved.
4. The NSOP holder undertaking aerial work under the provisions of this CAR shall not operate a flight concurrently for aerial work and air transport service.
5. The NSOP holder endorsed with aerial work on their AOP shall obtain a specific permission from DGCA (Directorate of Information and Regulation) prior to undertaking any aerial work involving:
 - a) Aerial Photography
 - b) Remote Sensing Surveys (Geographical/Geophysical Aerial Surveys)
 - c) Dropping of articles/Sky Diving/Para-dropping
 - d) Cloud Seeding

Note: The procedure for obtaining such specific permissions is given in Appendix 4 of this CAR.

AUTHORISATION FOR AERIAL WORK USING FOREIGN REGISTERED AIRCRAFT

1. General

- 1.1** For undertaking aerial work with a foreign registered, an Aerial Work Authorisation holder or a NSOP holder (Indian Operator) having a valid authorisation/AOP can import a foreign registered aircraft on wet lease on re-export basis for the duration of such projects upon compliance of the requirements specified in this Appendix.
- 1.2** The wet lease agreement shall clearly lay down the responsibility of the lessee and the lessor. The operational control shall however remain with the lessor.
- 1.3** The consent of the applicable foreign civil aviation authority is required before a leasing permission/authorisation can be issued. This consent should be in writing and should specify the arrangements for continued oversight during the period of lease.
- 1.4** The Indian Operator concerned shall ensure that the operations are conducted in compliance of Aircraft Rules, 1937 and relevant Regulations/CARs and foreign crew involved are briefed about the Indian regulations and requirements.
- 1.5** The Indian operator shall strictly comply with the laid down safety and the security requirement for the proposed operation.
- 1.6** Such aircraft shall not be used for carriage of any passengers.
- 1.7** The foreign crew operating such aircraft shall be security cleared from MHA. The request for obtaining security clearance of foreign crew may be submitted in the Directorate of Training & Licensing (DTL) as per the procedure applicable for security clearance of foreign pilots (FATA).
- 1.8** The Indian operator shall obtain the requisite permissions from Directorate of Information & Regulation, DGCA for undertaking the aerial work as per relevant regulations as well as such other permission as required from other relevant agencies including AAI, MoD, State Authorities etc. as applicable. The operations shall be conducted in accordance with the terms and conditions as laid down by the concerned agencies.
- 1.9** Permission shall also be obtained from DGCA for conduct of aerial photography, remote sensing surveys (geographical/geophysical aerial surveys), Dropping of articles/Sky Diving/Para-dropping and Cloud Seeding as per procedure given in Appendix 4 to this CAR.
- 1.10** The permission for operation of the foreign registered aircraft in India shall be subject to clearance from Customs authorities. The Indian operator shall

ensure that necessary clearance from Customs has been obtained after payment of applicable Custom duties.

- 1.11 The aircraft shall be operated as per the operations limitations as laid down by the State of Registry and additional restrictions imposed by DGCA, if any.
- 1.12 Such operations shall be subject to surveillance of DGCA.
- 1.13 Prior clearance shall be obtained from concerned ATC units. Before undertaking the flight, full details and requirements shall be coordinated with the concerned Airport Director/Airport in-charge of AAI to enable them to take proper NOTAM action, if required.
- 1.14 No flight shall be carried over restricted/prohibited areas.
- 1.15 The Operator shall strictly comply with the laid down safety and the security requirement.
- 1.16 Any incident/accident involving the aircraft shall be reported to the relevant authorities including AAIB/ DGCA (concerned Air Safety Regional Office).

2. Aircraft /Airworthiness Requirements

2.1 To be eligible for permission, an aircraft shall:

- a) have a valid certificate of registration from an ICAO member State;
- b) have a valid Certificate of Airworthiness and Airworthiness Review Certificate, as applicable;
- c) not be made the subject of another lease during the term of the lease authorized by DGCA for that aircraft;
- d) be free from accident;
- e) have its maintenance programme approved/accepted from the foreign regulatory authority; and
- f) Aircraft shall be insured appropriately.

2.2 Maintenance

- 2.2.1 Prior to operation in India, the aircraft and its maintenance records shall be inspected by DGCA inspectors to ensure that the aircraft has been maintained as per manufacturer's documents.
- 2.2.2 The Indian operator concerned shall ensure that the aircraft while in operation in India is maintained as per the maintenance programme approved by the foreign aviation authority concerned and any conditions/limitation imposed by DGCA are complied with.

2.2.3 The Indian operator shall ensure that Airworthiness Directives (ADs) in respect of the aircraft are complied as required by the State of Registry.

2.2.4 The Indian operator shall ensure that the modifications and repairs on foreign aircraft, if any, are carried out in accordance with the requirements and after due approval/acceptance from the State of Registry.

2.3 Operational Requirements

2.3.1 The operational control of the foreign registered aircraft shall be with the lessor.

2.3.2 The pilots shall hold current professional license and medical during the entire period of lease.

2.3.3 The pilot who undertakes the flights shall have required qualifications and training as required by the State of Registry for the said operations.

2.3.4 The Indian operator shall ensure compliance of FDTL as specified/ approved by the foreign authority concerned.

2.4 Application & Approval

2.4.1 Application for approvals of lease arrangements along with documents required for compliance of the requirements shall be submitted to Director of Air Transport, DGCA at least 45 days in advance.

2.4.2 The descriptions of the party(s) responsible for the operational control and continuing airworthiness for the aircraft in the lease arrangement shall be submitted with the application.

2.4.3 Depending on the complexities of the lease arrangement, DGCA may require more information in order to determine that all airworthiness and operational issues are addressed.

2.4.4 DGCA may grant permission to the Indian operator for operations with leased aircraft subject to such conditions as deemed fit.

2.4.5 The Indian operator shall be responsible to ensure that all the relevant permissions besides those from DGCA have been obtained before putting the aircraft into operations.

2.4.6 DGCA may withdraw permission for operation of an aircraft under lease if during service it is found that airworthiness and safety of the aircraft operations is in doubt or the requirements stipulated above or any other safety rules or regulations are not being complied with. Strict penal action shall be initiated against the Indian operator for any failure to comply with the requirements and conditions of the permission.

CONTENTS OF OPERATIONS MANUAL

An Operator intending to carry out aerial work shall have an Operations Manual which includes at least the following elements:-

- i. Table of contents
- ii. Amendment control page and list of effective pages, unless the entire document is reissued with each amendment and the document has an effective date on it
- iii. Duties, responsibilities and succession of management and operating personnel
- iv. Operator safety management system
- v. Operational control system
- vi. MEL procedures (where applicable)
- vii. Normal flight operations
- viii. Standard operating procedures (SOP) for each of the aerial work activity included in the scope of authorisation
- ix. Weather limitations
- x. Flight and duty time limitations/ Aerial Work Authorisation Holder's Fatigue Management Programme
- xi. Emergency operations
- xii. Procedures on managing an Accident/incident
- xiii. Personnel qualifications and training
- xiv. Details of Record keeping (including documents to be carried on board)
- xv. A description of the maintenance control system
- xvi. Security procedures (where applicable)
- xvii. Performance operating limitations
- xviii. Use/protection of FDR/CVR records (where applicable)
- xix. Handling of dangerous goods; and t) Use of head-up displays (HUD), vision systems (VS)
- xx. Details for Operations over a congested/ hostile environment

AERIAL PHOTOGRAPHY/REMOTE SENSING SURVEYS

- 1.1 A specific permission is required for conduct of Aerial Photography, Remote Sensing Surveys (Aerial/Geophysical surveys) every time such activities are intended to be undertaken, by the Aerial Work Authorisation holders as well as NSOP holders having such activities in the scope of their Operations Specifications.
- 1.2 Seven copies of the application in prescribed format as per Annexure-I shall be submitted to the Directorate of Regulations and Information, O/o DGCA along with the maps indicating the area to be photographed. In case of operation using foreign registered aircraft, the request shall be submitted by the Indian Aerial work Authorisation holder or the NSOP holder associated with the operation.
- 1.3 The application shall be forwarded by the DGCA to the Ministry of Defence and other concerned Government agencies.
- 1.4 The permission shall be issued by DGCA after receiving NOC from Ministry of Defence and other agencies, as applicable.
- 1.5 The permission to carry out Aerial Photography/Geophysical Survey shall be granted subject to the conditions, as enumerated in the proforma for application and any additional condition that may be decided by DGCA in each case and conveyed to the applicant.
2. The request for DGCA permission for undertaking Dropping of articles/Sky Diving/Para-dropping and cloud seeding shall be submitted with Directorate of Information & Regulation, DGCA giving the details of the proposed activity, along with a copy of authorisation having the particular activity included in the scope of operations.
3. The permission shall be issued by Directorate of Information & Regulation subject to conditions as deemed fit.

Annexure-I

APPLICATION FOR GRANT OF PERMISSION FOR AERIAL
PHOTOGRAPHY/REMOTESENSING SURVEY

(To be submitted in seven copies)

To

The Director General of Civil Aviation,
DGCA Complex, Opposite Safdarjung Airport,
New Delhi – 110003.

Subject:- Application for grant of permission for Aerial Photography / Remote Sensing Survey.

Dear Sir,

It is requested that your kind permission may kindly be granted as per the following particulars:-

1. Name and Detail of the company/agency seeking permission for aerial photography/Remote Sensing Survey with its registered office address.
2. Detail of the person(s)/company who is to take photographs/aerial survey on behalf of the agency at para 1 above.
 - (a) Name (Expanding Initials)
 - (b) Father's Name
 - (c) Date and Place of Birth
 - (d) Present Address
 - (e) Permanent Address
 - (f) Nationality (if foreigners, Information in Sr. No. (g) & (h) may also be provided)
 - (g) Passport No., Date of Issue & Issuing Authority
 - (h) Visa particulars including type, No., date, validity & issuing office

3.
 - (a) Purpose of aerial photography/aerial survey
 - (b) Objects to be photographed with the exact location with latitude / longitude (a copy of map scale 1:250,000 or a tracing of the same scale to be attached).
 - (c) Scale of photography
 - (d) Focal length of camera
 - (e) Height of the flight
 - (f) Format size
 - (g) Type of camera/sensor being used
 - (h) Type of Data
4. Proposed date when aerial photography/aerial survey is to be undertaken
5. Description of Aircraft, along with the name and address of the pilot and of the owner of the aircraft (If pilots / owners are foreigner, the information in serial No. 2 (g) and (h) be also provided).
6. Name of the aerodrome of take off
7. In case of the task is to be carried out for State/Central Government, a copy of authority from the concerned Government may be attached.
8. If permission is granted I/we undertake to comply with the flowing conditions and any other conditions as prescribed:-
 - (i) The photography/remote sensing survey will be confined to the exact area as applied and cleared by the Ministry of Defence.
 - (ii) No photography/survey will be undertaken in the area so specified by the Ministry of Defence.
 - (iii) The exact date and time of actual photography/remote sensing survey will be intimated to Air Hqrs. (Directorate of Intelligence) at least two weeks in advance to enable them to detail a Security Officer.
 - (iv) The aircraft/helicopter used for aerial photography/remote sensing will have seating capacity for Security Officer apart from pilot and photographer.

- (v) The Security Officer of the Ministry of Defence will accompany the flight undertaken for aerial photography, if considered necessary. The security officer when deputed will initial each film/digital media taken for aerial photography. His decision with regard to all photographic matters shall be final and binding.
- (vi) We shall take out an insurance policy for Rs. 20,00,000/- (Rupees twenty lakhs only) in favour of the security officer and assign it to the President of India to indemnify the Govt. of India from any charges on account of non-effective benefits admissible to the Security officer and/or his family in the event of any mishap to the aircraft.
- (vii) No defence installations will be photographed/over flown unless specifically cleared by the Ministry of Defence.
- (viii) Air Hqrs. (Directorate of Intelligence) will be intimated on completion of photo/survey task and for detailing another Security Officer to check the cover plots/photo products/digital data as required.
- (ix) In cases where it is not considered necessary to depute security officer by the Ministry of Defence, the exposed film will be processed and plotted but not issued for use till Security vetted by a representative of the Air Hqrs. (Directorate of Intelligence).
- (x) In case so specified by the Ministry of Defence in their clearance letter, the film/digital image after exposure will be processed in the presence of Air Force representative designated who will vet them from security angle before releasing them.
- (xi) Government will not be liable for any loss or damages of films/digital data while in their custody.
- (xii) Travelling allowance/daily allowance in respect of the Security Officer/Joint Inspection Team (specified by MOD on case to case basis) as admissible under the existing rules will be paid by us.
- (xiii) Where exposed films/digital data have to be conveyed outside India because facilities to develop/process them do not exist in the country, Ministry of Defence will be informed of this fact at the initial stage of application by us and we undertake to abide by the conditions/arrangements laid down/suggested by the Ministry of Defence.

Signature of the applicant

Dated :