



सत्यमेव जयते

GOVERNMENT OF INDIA

**OFFICE OF THE DIRECTOR GENERAL OF CIVIL AVIATION**

TECHNICAL CENTRE, OPP. SAFDURJUNG AIRPORT, NEW DELHI

**CIVIL AVIATION REQUIREMENTS  
SECTION 7 – FLIGHT CREW STANDARDS  
TRAINING & LICENSING  
SERIES D, PART VII  
ISSUE 1, Dated 14.10.2020**

**EFFECTIVE: FORTHWITH**

**F. No. DGCA-16017/4/2020-DFT**

**Subject: Approval for Remote Pilot Training Organization (RPTO)**

## **1. INTRODUCTION**

1.1. Remote Pilot Training organization (RPTO) is an organization approved by DGCA to impart Remote Pilot Training.

1.2. This CAR is issued under the provisions of Rule 133B of the Aircraft Rules 1937 and specifies the minimum requirements to be complied by the organizations seeking approval as RPTO.

## **2. DEFINITION**

**Remotely Piloted Aircraft:** Remotely Piloted Aircraft (RPA) is an unmanned aircraft, which is piloted from a remote pilot station. A remotely piloted aircraft, its associated remote pilot station(s), command and control links and any other components forms a Remotely Piloted Aircraft System (RPAS).

## **3. GENERAL REQUIREMENTS**

3.1. RPTO shall submit Training and Procedures Manual (TPM) as per guidelines specified in Flying Training Circular 3 of 2020.

3.2. For import/acquisition of RPA provisions of CAR Section 3 Series X Part 1 shall be followed.

3.3. An approved RPTO shall not make a substantial change in facilities, equipment or material that have been approved for a particular training programme, unless that change is approved in advance by the DGCA.

## **4. APPLICABILITY:**

Provisions of this CAR are applicable to all organizations seeking approval for Remote Pilot Training.

## **5. ISSUANCE OF APPROVAL OF RPTO**

5.1. Eligibility criteria, requirements and procedures for approval of RPTO are mentioned in FTC 3 of 2020.

5.2. Upon satisfactory compliance of all requirements, DGCA may grant approval as RPTO initially for a period of Five Years which may be further renewed.

5.3. The approval of RPTO by DGCA shall be dependent upon the applicant demonstrating compliance with the requirements of this CAR and other rules for RPA

5.4. The Certificate of Approval will contain atleast the following elements:

- a) Organization's name and location;
- b) Date of issue and period of validity; and
- c) Terms of Approval.
- d) Type of RPAs with UIN and UAOP(as applicable)

5.5. RPTO approval may be renewed for a period of Five years subject to satisfactory compliance of requirements as laid down in FTC 3 of 2020.

## **6. TRAINING AND PROCEDURES MANUAL**

6.1. The RPTO shall prepare training and procedures manual for the use and guidance of personnel concerned.

6.2. Guidelines and content for training and procedure manual are specified in FTC 3 of 2020.

## **7. TRAINING PROGRAMME**

7.1. Training programme shall be designed as per the syllabus prescribed in the CAR Section 3 Series X Part 1 and the same shall be specified in the Training and Procedures Manual.

7.2. Training shall be conducted by approved trainer who shall be RPA pilot qualified on type of RPA on which training is to be imparted.

7.3. An organization shall issue a course completion certificate to each student who completes its approved course and pass the exam, to be conducted at the end of the course. The pass percentage shall be minimum 70% marks.

7.4. Format and content of the Course completion certificate is annexed in FTC 3 Of 2020

## **8. MAINTENANCE ARRANGEMENTS**

The RPTO shall establish an appropriate maintenance arrangements for the maintenance of equipment, sensors, power plants, wiring, software updation and charging/ Changing Battery etc as per Manufacturers Maintenance Manual.

## **9. SAFETY MANAGEMENT**

9.1. DGCA shall require, as part of the State safety programme, an approved training organization which is exposed to safety risks during the provision of its services implement a safety management system acceptable to the DGCA that, as a minimum:

- (a) Identifies safety hazards;
- (b) Ensures the implementation of remedial action necessary to maintain agreed safety performance;
- (c) Provides for continuous monitoring and regular assessment of the safety performance; and
- (d) Aims at a continuous improvement of the overall performance of the safety management system.

Note: Guidance on defining safety performance is contained in the Safety Management Manual (SMM) (ICAO Doc 9859).

9.2. A safety management system shall clearly define lines of safety accountability throughout the approved RPTO, including a direct accountability for safety on the part of senior management.

## **10. QUALITY ASSURANCE SYSTEM**

The training organization shall establish a quality assurance system, acceptable to the DGCA which ensures that training and instructional practices comply with all relevant requirements.

## **11. FACILITIES**

11.1. The facilities and working environment shall be appropriate for the task to be performed and be acceptable to the DGCA.

11.2. General Requirements and guidelines regarding facilities is provided in FTC 3 of 2020.

## **12. PERSONNEL**

12.1. The organization shall appoint an accountable manager who has corporate authority for ensuring that training can be financed and carried out to the standard required by appropriate Rules and relevant regulations and this CAR.

12.2. The accountable manager shall ensure that all necessary resources are available to accomplish remote pilot training in accordance with the laid down standards established to promote the safety and quality of the training.

12.3. Accountable manager shall be responsible for any misconduct/ Misuse of the RPA/ RPTO for any unauthorized/ unlawful activities.

12.4. The RPA trainers shall be appointed by the Accountable Manager of the RPTO.

12.5. RPA trainer shall undergo refresher/recurrent training after every two years.

12.6. At the time of employment, RPTO shall verify the 'character and antecedents' of persons to be employed as Accountable Manager and RPA trainer. The verification is required from the places where the applicant has resided for more than one year during the preceding three years from concerned District Police Authorities. The verification must be within past 06 months on the date of application

12.7. Duties and responsibilities of the Accountable manager and RPA trainer shall be clearly defined in the Training and Procedures Manual.

### **13. RECORDS**

13.1. The organization shall employ administrative staff to maintain a personal record for every student and RPA trainer. Records maintained must be sufficient to provide documentary evidence of each training action and allow the reconstruction of training history. Integrity of the records be ensured by proper protection from alteration or removal. Proper arrangement shall be made to safeguard the records from natural disasters. Organization shall also establish system acceptable to DGCA to archive non-active personal records.

13.2. Details/Records of all students passing from RPTO and trainers shall be uploaded in Digi Sky.

### **14. OVERSIGHT**

14.1. Each organization shall allow the DGCA to inspect the facilities, equipment and records at any reasonable time in order to determine compliance with these regulations.

14.2. It will be the responsibility of the organization to ensure that during the period of validity of the approval, the capability of the organization is not degraded in any form.

### **15. ENFORCEMENT**

In case of concealment or misrepresentation of facts to DGCA; or during the course of training activities, if the organization fails to comply with the requirements of Aircraft Act 1934, Aircraft Rules 1937, applicable CARs or other regulations issued from time to time; or if the standard of training is found to be below the desired level, the approval granted to the organization shall be liable to alteration, suspension or cancellation.



**(Arun Kumar)**  
**Director General of Civil Aviation**