



香港特別行政區政府  
民航處  
Civil Aviation Department  
The Government of the Hong Kong Special Administrative Region

## Application for Variation of Small Unmanned Aircraft Advanced Operations Permission (AOP)

*The completed form shall be submitted to the CAD by email to [sua@cad.gov.hk](mailto:sua@cad.gov.hk), accomplished by relevant application fee.<sup>1</sup>*

### 1. OPERATOR'S PARTICULARS

Name of Organisation (in full) : \_\_\_\_\_

Name of Accountable Manager (in full): \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact No.: \_\_\_\_\_

Advanced Operations Permission No.: AOP \_\_\_\_\_ Date of Expiry: \_\_\_\_\_

*I acknowledge that my organisation would be listed as the Advanced Operations Permission Holder on the CAD website.*

### 2. APPLICATION DETAILS

☐ **Change of Accountable Manager (go to 3a)**

☐ **Change of Registered Address (go to 3b)**

☐ **Change of Type(s) of Advanced Operations (go to 3c) ^:**

☐ SUA Night Operations [Ref.: AC-003]

☐ SUA Extended Visual Line of Sight Operations [Ref.: AC-004]

☐ Building Survey/ Inspection Operations using SUA [Ref.: AC-005]

☐ Aerial Survey or Aerial Photography Operations using SUA [Ref.: AC-006]

☐ Heavy SUA Operations [Ref.: AC-007]

☐ Other Types of Advanced Operations

*^ Unless otherwise specified by the CAD in the permission concerned, in any one flight, only one type of the above advanced operations shall be involved.*

<sup>1</sup> The application fee relating to the permission will be waived until further notice.

3. SUPPORTING INFORMATION	
<b>a) Change of Accountable Manager (AM)</b> <ul style="list-style-type: none"> <li>- Role in organisation, resume (CV) and contact details of the AM</li> <li>- Updated Operations Manual</li> </ul>	Attachment <input type="checkbox"/>  Attachment <input type="checkbox"/>
<b>b) Change of Registered Address</b> <ul style="list-style-type: none"> <li>- Business Registration Certification or other equivalent registration document issued by the Hong Kong SAR Government</li> </ul>	Attachment <input type="checkbox"/>
<b>c) Change of Type(s) of Advanced Operations</b> <ul style="list-style-type: none"> <li>- Justifications of such operation needs  _____</li> <li>- Updated Operations Manual with operational procedures for the specific type(s) of advanced operations</li> <li>- Risk assessment for the specific type(s) of advanced operations</li> <li>- Updated List of SUA (if required)</li> </ul>	Attachment <input type="checkbox"/>  Attachment <input type="checkbox"/>  Attachment <input type="checkbox"/>

### ***Declaration and signature***

I, as the Accountable Manager, declare that:

- The information given in this application is correct to the best of my knowledge and belief;
- I will ensure that the operations are compliant with CAD's requirements, conditions on the permission; and
- I am accountable for all matters relating to the application as well as coordination with CAD when needed.

\_\_\_\_\_  
Name of Accountable Manager

\_\_\_\_\_  
Signature & Company Chop

\_\_\_\_\_  
Date

*Anyone, while having dealings of any kind with the Civil Aviation Department (CAD), should not offer advantage to the CAD officers, or else he may commit an offence under section 4(1) and/or section 8 of the Prevention of Bribery Ordinance (Chapter 201 of Laws of Hong Kong), and be liable to a maximum penalty of a fine of \$500,000 and imprisonment for 7 years.*

## **Personal Data Collection Statement**

### **1. Purposes of Collection**

The personal data provided by means of this form, including all the supporting documents included in the application, will be used by Civil Aviation Department for the following purposes:

- a. Processing of your application in this form;
- b. Carrying out relevant provisions of the Civil Aviation Ordinance (Chapter 448) and its subsidiary Orders / Regulations;
- c. Assisting in the enforcement of any other Ordinances and Regulations by other Government Bureaux and Departments;
- d. For communication purposes between Civil Aviation Department and yourself;
- e. For validation and verification of authenticity of your supporting documents in association with the application;
- f. For statistics and research purposes on the condition that the resulting statistics or results will not be made available in a form which will identify the data subjects.

It is obligatory for you to supply the personal data as required in this form. If you fail to supply the required data, we may not be able to process your application.

### **2. Classes of Transferees**

The personal data you provided by means of this form may be disclosed to:

- a. Other Government Bureaux and Departments for the purposes mentioned in paragraph 1 above;
- b. Other Contracting States of the International Civil Aviation Organisation and Civil Aviation Authorities for the purpose mentioned in paragraph 1 above;
- c. Other organisations or agencies for execution of their duties as required by Civil Aviation Department.

### **3. Access to Personal Data**

You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form.

### **4. Enquiries**

Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be addressed to:

Unmanned Aircraft Office  
Air Services and Safety Management Division  
Civil Aviation Department Headquarters  
1 Tung Fai Road  
Hong Kong International Airport  
Lantau, Hong Kong