

JOB NUMBER:		JOB DATE:		SIGNATURE:	
COMPLETED BY:		DATE:			



EXAMPLE ONLY

TEAM DETAILS	
PILOT IN COMMAND	
OBSERVER	
PAYLOAD OPERATOR	
HELPER 1	
HELPER 2	

CLIENT DETAILS	
COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT NUMBER	
CONTACT EMAIL	

MISSION DETAILS	
ADDRESS	
LATITUDE & LONGITUDE	
ELEVATION	
VEHICULAR ACCESS	
PURPOSE OF THE FLIGHT	
MAXIMUM ALTITUDE	
MAXIMUM DISTANCE	

UAS DETAILS	
UAS TYPE	
UAS REGISTRATION	
CAMERA DETAILS	
CAMERA MODEL	
LENSES USED	
OTHER SPECS	

NOTIFICATIONS ISSUED	DATE, TIME, CONTACT NAME & NUMBER
LOCAL AIR TRAFFIC CONTROL	
REGIONAL AIR TRAFFIC CONTROL	
MILITARY CONTROL	
COORDINATOR LOW FLYING AREA/ROUTE	
NOTAM (LVNL OR AOCS NM)	

AIRSPACE	FINDINGS
AIRSPACE CLASSIFICATION	
MINIMUM VISIBILITY FOR VFR	
LOW FLYING AREA OR WITHIN 3NM OF LOW FLYING ROUTE	
PROHIBITED/RESTRICTED/DANGER AREAS: IF YES, CHECK WHEN ACTIVE	
APPLICABLE NOTAMS	
OTHER AIR TRAFFIC	
WITHIN 3KM OF AERODROME: IF YES, PERMISSION REQUIRED	

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LOCATION	
SATELLITE PICTURE WITH: <ul style="list-style-type: none"> FLIGHTBOX POSITION OF PIC AND CREW TAKE OFF AND LANDING AREA ALTERNATE LANDING AREA DISTANCE BOUNDARIES 	(refer to attachment)
BAG-VIEWER PICTURE WITH BUILDINGS	(refer to attachment)
RISK ASSESSMENT	(refer to attachment)

PRE SITE SURVEY	FINDINGS
TERRAIN	Terrain surface (Flat, Mountainous, Boggy)
PROXIMITIES	Other Aircraft (Heli Pads, Model Sites)
HAZARDS	Live Firing, High Intensity Radio Transmissions, Gas Venting
RESTRICTIONS	Nuclear Power Stations, Prisons
SENSITIVITIES	Nature Reserves, Recreational Areas, Byelaws
PEOPLE	Local inhabitants (Do we need to Letter Drop)
LIVESTOCK	Farm animals and wildlife
PERMISSION	Local Authority, Land Owner, Military area
ACCESS	Public Right of Way, Gates & Roads
FOOTPATHS	Public Footpaths, Bridal Paths
ALTERNATE	Alternative Operational / Take Off areas
RISK REDUCTION	Can the job be done at another time to avoid congestion etc
WEATHER	24 hour forecast (refer to attachment)