

Black Sluice Internal Drainage Board

Policy No: 51

Drone Flying Policy

Review Dates:

Original Issue	22 November 2023
Board Approved	22 November 2023

1. Black Sluice IDB will provide a Drone of less than 250g with a camera to be flown by approved employees for business use whilst undertaking surveys.
2. The Model Aircraft Code should be followed to make sure you always fly safely and legally.
3. Always make sure the drone is maintained and kept in an airworthy condition, comply with any local authority byelaws and undertake specific operational risk assessments (SORA).
4. You must pass the Civil Aviation Authority's (CAA) official online theory test to get a flyer and operator ID.
5. Employees may not use a Board drone for personal use.
6. The basis rules to follow whilst flying a Board drone are: -
 - You should take all reasonable steps to not put people in danger.
 - Always keep the drone in direct sight and make sure you have a full view of the surrounding area.
 - If you are flying by watching a live video to a device, this is known as first-person view (FPV). If you are flying by FPV you must have an observer with you complying with the Model Aircraft Code.
 - You must fly below 120m.
 - Never fly over people that are crowded together.
 - Never fly within a flight restriction zone (FRZ). You can find details of FRZs and other airspace restrictions in NATS' [map of airspace restrictions](#).
 - If you're out flying at or near to an emergency incident when it happens, you must safely and immediately stop flying unless the emergency services give you permission to continue.
 - Do not fly where you'll disturb or endanger animals and wildlife.
 - Always be ready to respond in the safest way possible if other aircraft appear where you're flying.
 - NOTAMs (Notice to Aviation) NOTAMs are official notices that tell people about activities that may be a hazard to flying. For example, a balloon show. Many drone apps include details of NOTAMs. You can also find NOTAMs at the [NATS drone website](#).
 - Always be ready to land your drone or model aircraft or reduce your flying height and wait until it is safe to fly again.
 - You must respect other people's privacy whenever you are using a drone.
 - Make sure you can be clearly seen when you're out flying.
7. As a Board device all video footage and photographs are subject to monitoring. All data recoded should be saved on the Network Z drive.