



Memo M10/19

## Unmanned Aerial Vehicles / Drones

### CAA Registration and Education Service

The Civil Aviation Authority (CAA) has introduced a mandatory registration and training element for the use of drones in the UK.

Registration and training must be done via the CAA's [Drone and Model Aircraft Registration and Education Service](#).

[Accessible at: <https://register-drones.caa.co.uk/>]

There are two elements to the online system.

- Anyone responsible for a drone or unmanned aircraft (including model aircraft) weighing between 250g and 20kg must register as an operator. The cost for this is £9 renewable annually.
- Anyone flying a drone or unmanned aircraft (including model aircraft) weighing between 250g and 20kg must take and pass an online education package. This is free and renewable every three years.

Both of these requirements are now law and applies to the individual operating or flying a drone.

Full details are available via the [CAA's website](#).

#### Action required:

Heads of department and institutions (including faculty board chairs in the Humanities Division), along with the presidents, and anyone overseeing the activities, of registered clubs and societies must ensure the following:

1. All those who operate or fly a relevant drone on University business in the UK are registered and have completed the training.
2. All those who contract in a third party to operate or fly a relevant drone on University business or property are aware of this requirement. They should check that third party operators comply, as well as ensuring suitable risk assessments, flight plans and insurance is in place.
3. All those identified above are aware of the University Insurance requirements for using drones. Full details are available from the [Insurance website](#):

29 November 2019

Brian Jenkins

CIRC: A, C, GLAM, H, O, S, UAS: Heads, DSO1s, DSO2s, BSOs, GMBSOs, Admins, List V