

# REMOTELY PILOTED AIRCRAFT (DRONES) POLICY

## ARV Operational Policy

### 1. Statement

This policy provides direction for the safe operation of Remotely Piloted Aircraft (RPAs), commonly referred to as “drones”, within an alpine resort. Whilst RPAs provide opportunities for filming, marketing, research, asset surveying and spatial capture, safe RPA operation is paramount to protecting the safety of people, resort infrastructure, visitor amenity, and the sensitive alpine environment.

### 2. Scope

This policy applies to any person operating a Remotely Piloted Aircraft (RPA) within the boundary of an alpine resort, and all workplace participants at Alpine Resorts Victoria (ARV).

### 3. Requirements

- Recreational RPA use (including flying for fun, sport, recreation, or model planes) is not permitted within alpine resorts, regardless of drone weight classification.
- RPA operators flying for business or as part of their job must have a valid ARV Drone Permit issued to operate within alpine resorts.
- To apply for an ARV Drone Permit, a Commercial RPA operator must meet the following requirements:
  - Hold one of the following:
    - A current Remote Pilot Licence (RePL), if operating under a Remotely Piloted Aircraft Operator's Certificate (ReOC).
    - A current RPA Operator Accreditation, if flying in the “sub-2kg excluded” category.
  - Have the RPA unit registered with CASA.
  - A Certificate of Currency for at least \$20 million of Public Liability Insurance.
  - A proposed RPA Operations Flight Plan identifying flight areas (including maps), landing areas and timing of operation.
  - A proposed Job Safety and Environmental Analysis (JSEA), or equivalent document.
  - Complete an ARV Drone Permit application form, available from the ARV corporate website.
- Requesting an ARV Drone Permit does not guarantee approval. Permit applications are usually determined by ARV within 5 business days, however complex RPA applications may require additional considerations and processing time.
- Permitted RPA operators must always adhere to the CASA Drone Safety Rules and other operational requirements at each alpine resort as directed.

- On completion of permitted RPA operations, a commercial RPA operator must submit a completed Drone Flight Report to ARV within 48 hours detailing flight schedule, any issues or problems that arose, and any corrective actions implemented. This is in addition to any CASA record keeping requirements.
- Emergency Services personnel, including Victoria Police, Victoria Country Fire Authority (CFA), Forest Fire Management Victoria (FFMVic) who are performing emergency management operations may operate RPAs within an alpine resort without requiring an ARV Drone Permit.
- The safe operation of RPAs is required to protect stakeholder and visitor safety, privacy, and enjoyment, resort infrastructure, wildlife disturbance, and the sensitive alpine environment from damage by inappropriate drone use. Additional considerations are required if an RPA Operations Flight Plan involves operating near:
  - Certified Aerodromes and Helicopter Landing Sites
  - Restricted airspace
  - Emergency Services operations
  - Fire towers
  - Water catchments
  - Stakeholders
  - Cultural sites
  - Protected flora and fauna sites
  - Other sensitive sites.

## 4. Responsibilities

| Position  | Responsibility  |
|---|---|
| General Manager or delegate   | <ul style="list-style-type: none"> <li>• Reviewing applications for ARV Drone Permits. Considerations for a permit application include operator qualifications, skill and experience, environment and protected areas, forecasted weather, areas of cultural significance, resort operations, assets and infrastructure, stakeholder privacy, nuisance, other planned aircraft operations, and other relevant factors.</li> <li>• Consulting with relevant Environmental Officers, Assets &amp; Operations staff, external stakeholders, and any other relevant parties when determining the outcome of an ARV Drone Permit application.</li> </ul> |
| Commercial RPA Operator   | <ul style="list-style-type: none"> <li>• Adhering to the requirements of this policy.</li> <li>• Adhering to aircraft operations of <i>Alpine Resorts (Management) Regulations 2020</i>.</li> <li>• Adhering to CASA obligations and maintaining currency with updates made by CASA from time to time.</li> </ul>   |
| Head of Information and Communications Technology (ICT) or delegate | <ul style="list-style-type: none"> <li>• Maintaining a register of RPA units owned or operated by ARV.</li> <li>• Maintaining the contact details of the ARV CASA account.</li> </ul>   |

## 5. Legislation

- *Alpine Resorts (Management) Regulations 2020*
- *Filming Approval Act 2014*
- *Civil Aviation Safety Regulations Part 101*
- *Wrongs Act 1958, Part VI – Damage by Aircraft*

A person operating an RPA within an alpine resort either without an ARV Drone Permit, or outside the permitted operating area, may be issued with an infringement notice of 20 penalty units under *Part 3, Division 4 – Restrictions on use of Aircraft* of the *Alpine Resorts (Management) Regulations 2020*.

A person not adhering to the Drone Safety Rules may be issued an infringement notice or imposed with operating restrictions by CASA. For serious offences CASA will refer cases to the Commonwealth Director of Public Prosecutions.

## 6. Related documents

ARV *Delegations and Common Seal Policy* for ARV Drone Permit delegations.

## 7. Definitions

For the purposes of this policy, the following definitions apply:

| Term                            | Definition  |
|---------------------------------|---|
| Aircraft                        | Has the same meaning as the <i>Alpine Resorts (Management) Regulations 2020</i> includes an aeroplane, helicopter, glider, hot air balloon, hang-glider, paraglider, parasail, parachute and drone, whether piloted or remote controlled.                             |
| Alpine resort                   | Has the same meaning as the <i>Alpine Resorts Act 1983</i> includes any area of the State of Victoria declared to be an alpine resort under the Act.  |
| CASA                            | Is the Civil Aviation Safety Authority.   |
| Drone Safety Rules              | Operator instructions from CASA which simplify the regulations from the <i>Civil Aviation Safety Regulations Part 101</i> , as amended by CASA from time to time.   |
| Drone Permit                    | Written approval by a delegate under the <i>ARV Delegations and Common Seal Policy</i> who is authorised by to issue ARV Drone Permits (usually a General Manager or their delegate).   |
| General Manager (GM)            | Is the most senior employee of ARV located at Falls Creek, Mount Buller and Mount Stirling, Mount Hotham, Lake Mountain, Mount Baw Baw, or one of two leads of ARV's central departments (Assets, Land Management and Strategic Development, and Corporate Services). |
| Operations Flight Plan          | Details including (but not limited to) take-off and landing locations, flight path, exclusion zones, spotters, and signage considerations.  |
| Remotely Piloted Aircraft (RPA) | Is an aircraft where the flying pilot is not on board, and the aircraft can be remotely and fully controlled from another place, or pre-programmed to conduct its flight without intervention.  |
| Workplace participant           | Any member of the Alpine Resorts Victoria board, executives, managers, employees, contractors, volunteers, students on work-placement, and other personnel at workplaces under the management or control of ARV.  |

## 8. Approval and implementation

| Policy Custodian | Policy contact details   | Approval Date | Approver              |
|------------------|--|---------------|-----------------------|
| Head of ICT      | <a href="mailto:policyregister@alpineresorts.vic.gov.au">policyregister@alpineresorts.vic.gov.au</a> | 19 March 2025 | GM Corporate Services |

---

## 9. Version Control

| Version Number   |   |                          |                              |
|--|---|--------------------------|------------------------------|
| <b>Document Reference:</b>   | ICT-POL-006-V1                            | <b>Policy Custodian:</b> | <b>GM Corporate Services</b> |
| <b>Approved By:</b>  | <b>Melanie Kay, GM Corporate Services</b> | <b>Approval Date:</b>    | 19/3/2025                    |
| <b>Last Amended:</b>   |   | <b>Next Review Date:</b> | 19/3/2028                    |
| <b>Comments:</b>   |   |                          |                              |
| This policy replaces the following policies:   |   |                          |                              |
| <ul style="list-style-type: none"><li>Falls Creek RMB Drones Board Policy, May 2021</li><li>Mt Buller &amp; Mt Stirling RMB Drone/UAV/RPA Operations Policy, September 2020</li><li>Southern Alpine RMB Drone Aircraft Operations Policy, September 2021</li></ul> |   |                          |                              |

---