



# Advisory Circular

UCAA-AC-UAS001

Issue 1

July 2020

## **PROCEDURE FOR IMPORTATION AND OPERATION OF UNMANNED AIRCRAFT SYSTEMS/ DRONES IN UGANDA.**

### **1. Purpose**

This advisory circular (AC) has been issued to give guidance and information to institutions, organizations and persons intending to import and operate Unmanned Aircraft Systems /Drones in Uganda.

### **2. Procedure**

The Procedure for importation and approval of drone operations in Uganda is divided into two steps;

#### **A. Approval of drone Importation.**

The process for approval of importation of drones is as follows;

- i. When requests for importation of drones are received by Uganda Revenue Authority (URA) Customs, URA Customs writes to Uganda Civil Aviation Authority (UCAA) communicating the requests.
- ii. UCAA first evaluates applications for preliminary compliance and then originates a letter to the Chief of Defense Forces (CDF) regarding the same.
- iii. CDF convenes the Tripartite Committee meeting to evaluate the request.
- iv. CDF writes back to UCAA communicating clearance to import the drone or rejection of the drone importation.
- v. UCAA then writes to URA Customs clearing the drone importation and also notifies the Applicant.
- vi. The Applicant can now proceed and apply for approval of the drone operation.

#### **B. Approval of drone Operation.**

The process for approval of operation of drones is as follows;

- i. The Applicant obtains a letter of no objection from the relevant line ministry regarding the planned operation.
- ii. The Applicant submits to UCAA a request for approval of the drone operation on [Form: AC - UAS 001](#) together with the letter of no objection from the relevant line ministry. The request should be addressed to the Director Safety, Security and Economic Regulations on email: [dat@caa.co.ug](mailto:dat@caa.co.ug)
- iii. After evaluation of the request for preliminary compliance, UCAA writes to CDF requesting for Security Clearance of the drone operation. A copy of the letter is given to the Tripartite Committee and Uganda Communications Commission (UCC), if applicable.
- iv. CDF convenes the Tripartite Committee meeting to evaluate the request.



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- v. CDF writes to UCAA communicating the Security Clearance or rejection of the drone operation.
- vi. The Applicant is required to pay an authorization fee of Ushs 250,000 + 18% VAT at UCAA Landside Revenue office located at Entebbe International Airport and submit a copy of the payment receipt to the office of the Director Safety, Security and Economic Regulations at the UCAA Headquarters.
- vii. UCAA conducts safety evaluation and communicates Safety Approval and Security Clearance to the Applicant.
- viii. On receiving the Safety Approval and Security Clearance, the Applicant commences operations.