PART 102

UAS Specific Category

This part of Jordanian Civil Aviation Regulations is hereby issued under the authority and provisions of article 12-B and 12-T of the Civil Aviation Law No. (41) dated 2007, as amended.

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Chief Commissioner/CEO
Civil Aviation Regulatory Commission

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Subpart A - JCAR Part 102 Unmanned Aircraft Remote Pilot Certification

102.0 Applicability

This Part applies to airmen certification for civil unmanned aircraft systems in full consistence with National Civil Aviation Security Program.

102.1 Eligibility for Remote Pilot License

- (a) The CARC may issue a remote pilot licence to the applicant if he or she is 18 years of age and:
 - (1) An applicant shall demonstrate the ability to speak, read and understand the English language used for aviation by passing CARC evaluation test;
 - (2) An applicant for a Remote Pilot License shall hold a valid medical certificate in accordance with JCAR Part-MED (Class three medical certificate);
 - (3) A flight test conducted by the CARC for the purposes of this subparagraph;
 - (4) Has demonstrated the competencies required for the safe operation of the applicable type of UA and associated UA control station, under standard UA operating conditions, and;
 - (5) Has passed an aeronautical knowledge examination within an initial aeronautical knowledge test and recurrent training covers the following areas of knowledge:
 - (i) Applicable regulations relating to small unmanned aircraft system rating privileges, limitations, and flight operation;
 - (ii) Airspace classification, operating requirements, and flight restrictions affecting small unmanned aircraft operation;
 - (iii) Aviation weather sources and effects of weather on small unmanned aircraft performance;
 - (iv) Small unmanned aircraft loading;
 - (v) Emergency procedures;
 - (vi) Crew resource management;
 - (vii) Radio communication procedures
 - (viii) Determining the performance of the small unmanned aircraft
 - (ix) Physiological effects of drugs and alcohol;
 - (x) Aeronautical decision-making and judgment;
 - (xi) Airport operations;
 - (xii) Maintenance and pre-flight inspection procedures; and
 - (xiii) Operation at night.

(b) The CARC may issue a remote pilot licence to the applicant if he or she has completed:

- (1) A training course in the operation of a category of UA that he or she proposes to operate conducted by the UA's manufacturer or an agent of the manufacturer; or
- (2) The theory component of a course conducted in a foreign country, which the CARC is satisfied, is equivalent to the theory component of a remote pilot training course; or
- (3) A foreign remote pilot license and qualification equivalent to the Jordan remote pilot license requirements and meets the Jordan security requirements of the CARC.
- (c) An appeal application may be made to the CARC for review of:
 - (1) A decision refusing to issue, cancelling, suspending or varying a licence; or
 - (2) A decision imposing a condition on a licence.

102.3 Application for a Remote Pilot License

- (a) An individual may apply to CARC for a remote pilot license to operate a UA.
- (b) An application for a remote pilot license shall include the following information:
 - (1) Details of any flight crew license, air traffic control license or flight service license that the applicant holds (including details of ratings, endorsements and qualifications);
 - (2) Details of any military qualification the applicant holds that is equivalent to a license mentioned in paragraph (a);
 - (3) Details of any aeronautical experience of the applicant;
 - (4) Details of any of the following examinations the applicant has passed (other than any examination passed in gaining a license mentioned in paragraph (a)):
 - (i) An aeronautical examination under regulation 102.1
 - (ii) An aviation license theory that is taken as an equivalent requirement for the issuance of a remote pilot license under regulation 102.1.
- (c) Details of the applicant's experience in operating UA;
- (d) Evidence of the completion of any training course in UAS operation that the applicant has undertaken.

102.5 Conditions on Remote Pilot License

(a) CARC may place a condition on a remote pilot license that would:

- (1) Allow the person to operate UA of only a specified make and model;
- (2) Limit the areas where he or she may operate a UA; or
- (3) Allow him or her to operate a UA only in VMC.
- (b) It is a condition of a remote pilot license that the license holder shall not operate a UA above 120 m (400 ft) AGL or within 5 km of the movement area of an aerodrome, unless he or she holds at least one of the following qualifications:
 - (1) An aeronautical radio operator certificate;
 - (2) A flight crew license;
 - (3) An air traffic control license;
 - (4) A military qualification equivalent to a license mentioned in paragraph (b) or (c);
- (c) It is a condition of a remote pilot license that a UA shall be operated within the visual line-of-sight of the license holder unless he or she has passed:
 - (1) An aeronautical knowledge examination (within the meaning of FCL 1 certification of pilots) for the issuance of an instrument rating under FCL 1;
 - (2) An aviation license theory examination that is taken to be an equivalent requirement for the issuance of an instrument rating;
 - (3) An approved examination; and either:
 - (i) Holds both a UAS operator certificate and an authorization under regulation 102.25 to operate the UA beyond the person's visual line-of-sight; or
 - (ii) Is a member of a UA operator's personnel and the UA operator holds both a UAS operator certificate and an authorization under regulation 102.25 for the operator's personnel to operate a UA beyond their visual line-of-sight.
- (d) It is a condition of a remote pilot license that the license holder shall not operate more than one UA at a time unless:
 - (1) He or she holds an approval under regulation 102.25 to operate more than one UA at a time; and
 - (2) The conditions imposed on the approval are complied with.

102.9 Notice to Holder of Remote Pilot License to Show Cause

(a) CARC may give a show cause notice to the holder of a remote pilot license if there are reasonable grounds for believing that there are facts or circumstances that would justify the cancellation of the license under regulation 102.11.

- (b) A show cause notice shall:
 - (1) Tell the holder of the license of the facts and circumstances that, in CARC's opinion, would justify the cancellation of the license under regulation 102.11; and
 - (2) Invite the holder of the license to show in writing, within a reasonable time stated in the notice, why the license should not be cancelled.
- (c) A show cause notice may state that the license is suspended if CARC reasonably considers that there may be a serious risk to the safety of air navigation if the license were not suspended.
- (d) If a show cause notice states that the license is suspended, the license is suspended from when the notice is given to the holder.
- (e) CARC may, at any time, revoke the suspension.
- (f) If the approval is suspended and CARC has not dealt with it under regulation 102.11 within 90 days after the day it is suspended, the suspension lapses at the end of that period.

102.11 Cancellation of Remote Pilot License

- (a) CARC may cancel a remote pilot license by written notice to the holder of the license, if:
 - (1) CARC has given to the holder a show cause notice under regulation 102.9 in relation to it;
 - (2) CARC has taken into account any representations made, within the period stated in the notice, by or on behalf of the holder; and
 - (3) There are reasonable grounds for believing that the holder:
 - (i) Has operated a UA in contravention of these Regulations or of a condition of the license; or
 - (ii) Has operated the UA negligently or carelessly; or

(iii) In operating the UA, has recklessly endangered human life or property.

- (b) If CARC has given a show cause notice under regulation 102.9 to the holder of a remote pilot license and CARC decides not to cancel the license, CARC:
 - (1) Shall tell the holder in writing of the decision; and
 - (2) Shall, if the holder's license is suspended under that regulation, revoke the suspension.

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Subpart B - Unmanned Aircraft System Authorization or Unmanned Aircraft System Operator Certification (UOC)

102.13 Applicability

- (a) This Part applies to an organization or entity in full consistence with National Civil Aviation Security Program for the following:
 - (1) An Organization or entity who operates a UA other than in accordance with JCAR Part 101; and
 - (2) An Organization or entity who operates a UA in accordance with JCAR Part 101 and who is operating under high risk conditions based on risk assessment submitted to CARC shall apply for a UAS operator certificate (UOC).

102.15 Requirement for Certificate

An Organization or entity person shall not operate a UA other than in accordance with JCAR Part 101 except under the authority of and in accordance with the terms of a valid UAS authorization or UOC issued by CARC in accordance with this Part.

102.17 Functions and Duties of the Chief Remote Pilot

- (a) The functions and duties of a chief remote pilot are as follows:
 - (1) Ensuring the operator's UA operations are conducted in accordance with the civil aviation regulations;
 - (2) Maintaining a record of the qualifications held by each person operating a UA for the operator;
 - (3) Monitoring the operational standards and proficiency of each person operating a UA for the operator; and
 - (4) Maintaining a complete and up-to-date reference library of operational documents required by CARC for the types of operations conducted by the operator.

102.19 Specific Category Operations

- (a) **Remote Pilot requirements**. To conduct operations in the specific category, a remote pilot shall hold a remote pilot license.
- (b) **Eligibility**. To be qualified to conduct operations in the specific category, the UAS shall:

(1) Be designed, produced, or modified such that it does not contain any safety defects identified by CARC;

- (2) Display a label indicating eligibility to conduct operations in the specific category (in English, legible, and permanently affixed to the UA);
- (3) Have current remote pilot operating instructions that apply to the operation of the UAS. The person who designed, produced, or modified the UAS shall make available the instructions upon sale, transfer, or use of the UA by someone other than the person who designed, produced, or modified the UAS. Such instructions shall address, at a minimum:
 - (i) A system description that includes the required UAS components, any system limitations, and the declared category or categories of operation;
 - (ii) Modifications that will not change the ability of the UAS to meet the requirements for the category or categories of operation the UAS is eligible to conduct; and
 - (iii) Instructions that explain how to verify and change the mode or configuration of the UA, if they are variable;
- (4) Operate only after the person who designed, produced, or modified the UAS has received notification that CARC has accepted the Declaration of Compliance for that UAS in accordance with 102.307; and
- (5) Have a current aircraft registration.

102.21 Authorization to Operate an Unmanned Aircraft

- (a) Before operating a UA other than in accordance with JCAR Part 101, an organization/entity shall apply for a UAS authorization or UOC.
- (b) An organization/entity in (a) shall apply by:
 - (1) Submitting an application to CARC in accordance with CARC requirements; and
 - (2) Pay the appropriate fee specified in civil aviation law (41) as amended and CARC's regulations.
- (c) An application shall include:
 - (1) The name and address for service in [Jordan] of the applicant;
 - (2) The details of the operation for the UAS authorization or UOC;
 - (3) The applicant's application as required by CARC; and

(4) Any other information relating to the application as may be required by CARC.

(d) An organization/entity which operates a UA in accordance with (a) or (b) shall apply for a UAS authorization or UOC in accordance with 102.23.

102.23 Application for a UAS Authorization or UAS Operator Certificate

- (a) An applicant for a UAS authorization or UOC shall provide CARC with an application that is acceptable to CARC.
- (b) The application shall address the following matters, having regard to the **nature**, **degree** and **risk** of the intended operation:
 - (1) The identification of a person(s) who will have primary responsibility for any part of the operation;
 - (2) The identification of any person(s) who is to have or is likely to have control over the exercise of the privileges under the certificate;
 - (3) Details of the physical locations to be used in the operation;
 - (4) An operational risk assessment that:
 - (i) Identifies the known and likely consequences to hazards to people, property and other aircraft of the proposed operation;
 - (ii)Includes a description of the measures that will be implemented to mitigate or manage the risk;
 - (5) Procedures for reporting information to CARC including incidents and accidents;
 - (6) Operating requirements for personnel licensing, qualifications, training and competency including remote pilot and remote flight crew qualifications, training or medical requirements;
 - (7) Details of the number and specifications of the aircraft to be used, including any identification system used on the aircraft (for example color schemes, unique identification numbers, markings);
 - (8) Details of the control system to be used to pilot the aircraft;
 - (9) Procedures for the maintenance of aircraft and measures to ensure continued airworthiness after registered;

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(10) Inflight procedures, including minimum distances from persons or property;

- (11) Procedures for handling cargo, including dangerous goods, or dropping items, if such operations are intended;
- (12) The manufacturer's Declaration of Compliance;
- (13) Procedures for controlling, amending and distributing the application; and
- (14) Any other approvals that are required to conduct the proposed operation (security approval).
- (c) CARC may require only those matters in paragraph (b) that the CARC considers are appropriate in the particular circumstances to be contained in the application.
- (d) The application shall remain acceptable to CARC.

102.25 Issuance of UAS Authorization or UAS Operator Certificate

- (a) CARC may issue a UAS authorization or a UOC to an organization/entity who has applied under rule 102.23.
- (b) When issuing a UAS authorization or a UOC under paragraph (a), the CARC may:
 - (1) Impose requirements on the UAS and may specify procedures to be followed by the operator of any UA that are operated under the authority of the UAS authorization or UOC;
 - (2) Specify any additional conditions that the CARC considers necessary in the interest of aviation safety; and
 - (3) After considering the type of UA to be use, determine that any UA to be operated under the UAS authorization or UOC shall display identification markings in accordance with CARC UAS markings rule, if the CARC considers that it is necessary in the interest of aviation safety.

102.27 UAS Authorization or UAS Operator Certificate

- (a) If the CARC issues a UOC under rule 102.25, the certificate shall be issue with an authorization containing the details described in paragraph (b).
- (b) The UOC shall include:

(1) Details of the physical location of the certificate holder's principal base of operations;

- (2) The certificate holder's address for service in Jordan;
- (3) A list of any business names under which the certificate holder is approved to operate;
- (4) The privileges and operations that the operator is permitted to perform, including:
 - (i) The number, type and description, including, the serial number and registration, of every UA that is authorized for use; and
 - (ii) Identification of the geographical areas of operations approved by the CARC; and
 - (iii) Any exemption issued from any requirement of this or any other Part; and
 - (iv) Any additional condition that the CARC determines is necessary in the interest of aviation safety.

102.29 Privileges of Authorization or Operator Certificate Holder

- (a) The holder of a UAS authorization or UOC is authorized to perform the operations specified in the accompanying UAS authorization or UOC.
- (b) Unless the application required by rule 102.23 specifies otherwise, the holder of a UAS authorization or UOC is not required to comply with Civil Aviation Rule Parts.

102.31 Duration of UAS Operating Certificate

(a) When issuing or renewing a UOC under this Part, the CARC shall specify a date on which the UAS operator certificate will expire. (No later than 3 years after the date on which the certificate was issued).

102.33 Conditions for Operation for a UAS Authorization or a UAS Operator Certificate

- (a) A holder of a UAS authorization or UOC shall comply with:
 - (1) JCAR Part 101, to the extent the requirements of JCAR Part 101 are consistent with the operations specified in the UAS authorization or UOC;

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(2) The conditions imposed by the CARC on the UAS authorization or UOC; and

- (3) The application required by rule 102.23.
- (b) The certificate holder is responsible for ensuring that any personnel involved in an operation conducted under the authority of the UAS authorization or UOC are notifies of and comply with the requirements of paragraph (a).

102.35 Changes to Application

- (a) Each holder of a UAS authorization or UOC shall:
 - (1) Ensure that the application is amended:
 - (i) So that it remains a current description of the authorization or operator certificate holder's operation;
 - (ii) To ensure continued compliance with any Civil Aviation Rules that have been adopted under rule 102.23(c);
 - (2) Provide the CARC with a copy of each amendment to the application as soon as practicable after the amendment is incorporated into the application; and
 - (3) Make such amendments to the application, as the CARC considers necessary in the interest of aviation safety.
- (b) If a holder of a UAS authorization or UOC proposes to change any of the following, prior acceptance by the CARC is required:
 - (1) The identification of any person who is to have or is likely to have control over the exercise of the privileges under the authorization or operator certificate; and
 - (2) The identification of locations from which the authorization or operator certificate holder conducts UA operations.

102.37 Renewal of Certificate

(a) A holder of a current UOC who wishes to continue to exercise the privileges of the operator certificate beyond its date of expiration shall apply for the renewal of the operator certificate by completing the application in accordance with 102.23.

102.39 Record Retention of UAS Operator Certificate

- (a) Each holder of a UOC shall maintain:
 - (1) A record containing the names of the remote pilots and other crew members involved in each flight, in respect of the system, the time of each flight or series of flights; and
 - (2) A record containing maintenance action, modification or repair performed on the system, including:
 - (i) Name of person performing the work;
 - (ii) The dates work was performed;
 - (iii) In the case of modification, the manufacturer, model and description of parts or equipment modifying the system; and
 - (iv) If applicable, any instruction provided to complete the work.
- (b) Each owner of a UAS who transfers ownership to another person shall, at the time of transfer, deliver to that person all records referred to in paragraph (a)(2).
- (c) Each owner of a UAS shall ensure that the records referred to in subsection (a)(1) and (a)(2)
 - (1) Are made available to the CARC on request and are retained for a period of:
 - (i) For the records referred to in paragraph (a)(1), 36 months after the day they are created;
 - (ii) For records referred to in paragraph (a)(2), 36 months after the day they are created.

102.41 Notice to Certified UAS Operator to Show Cause

- (a) The CARC may give a show cause notice to a certified UAS operator if there are reasonable grounds for believing that there are facts or circumstances that would justify the cancellation of the authorization under regulation 101.43.
- (b) A show cause notice shall:
 - (1) Tell the holder of the facts and circumstances that, in the CARC's opinion, would justify the cancellation of the certification under regulation 101.43; and

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(2) Invite the operator to show in writing, within a reasonable time stated in the notice, why the certification should not be cancel.

- (c) A show cause notice may state that the certification is suspend if the CARC reasonably considers that there may be a serious risk to the safety of air navigation if the authorization were not suspended.
- (d) If a show cause notice states that the certification is suspended, the certification is suspended from when the notice is given to the holder.
- (e) The CARC may at any time revoke the suspension.
- (f) If the approval is suspended and the CARC has not dealt with it under regulation 101.43 within [90 days] after the day it is suspended, the suspension lapses at the end of that period.

102.43 Cancellation of UAS Operator's Certification

- (a) The CARC may cancel a UOC by written notice to the operator, if:
 - (1) The CARC has given to the operator a show cause notice under regulation 101.41 in relation to it;
 - (2) The CARC has taken into account any representations made, within the period stated in the notice, by or on behalf of the operator; and
 - (3) There are reasonable grounds for believing that:
 - (i) The operator has operated a UA in contravention of these Regulations or of a condition of the certification; or
 - (ii) A person engaged or employed by the operator has operated a UA negligently or carelessly; or
 - (iii) A person engaged or employed by the operator, in operating a UA, has recklessly endangered human life or property.
- (b) If the CARC has given a show cause notice under regulation 102.41 to a certified UAS operator and determines to revoke the show cause notice:
 - (1) The operator will receive notification in writing of the decision; and
 - (2) Shall, if the operator's certification is suspended under that regulation, revoke the suspension.

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102.45 Compliance with UAS Operator's Practices and Procedures

(a) Persons who are employed by an operator or who assist with an operator's operation shall comply with the operator's documented practices and procedures.

102.49 Safety Management System

- (a) A UAS operator shall have a system for safety management that includes:
 - (1) A safety policy on which the system for safety management is based;
 - (2) A process for risk management that identifies hazards to aviation safety and that evaluates and manages the associated risks;
 - (3) Safety assurance measures that ensure:
 - (i) Hazards, incidents and accidents are internally reported and analyzed and action is taken to prevent recurrence;
 - (ii) Goals for the improvement of aviation safety are set and the attainment of these goals are measured;
 - (iii) There is a safety management program that includes conducting internal audits and regular reviews of the system for safety management; and
 - (4) Training that ensures personnel are competent to fulfil their safety responsibilities.
- (b) The operator shall document all processes required to establish and maintain the system for safety management.
- (c) The operator's system for safety management shall be commensurate with the size of the organization, the nature and complexity of the activities undertaken by the operator, and the hazards and associated risks inherent in the activities undertaken by the operator.

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Subpart C - Requirements for Manufacturer

102.301 Applicability

This Part applies to any manufacturer who intends to declare the demonstrated capabilities of their UA to CARC for a specific operation and in full consistence with National Civil Aviation Security Program.

102.305 Means of Compliance

- (a) To meet the requirements of 102.307(a)(1)(ii) for operations for a specific UAS, the means of compliance shall consist of data (tests, analysis, industry consensus standards) and the results or justification used to demonstrate the UAS meets the predetermined level of safety the CARC has established as acceptable.
- (b) An applicant requesting CARC acceptance of a means of compliance shall submit the following information to the CARC in a manner specified by the CARC:
 - (1) Detailed description of the means of compliance; and
 - (2) Justification, including any substantiating material, showing that the means of compliance establishes achievement of or equivalency to the predetermined safety level.

102.307 Manufacturer Declaration

- (a) For each model of UAS that is intended to conduct any operation, the manufacturer shall provide the CARC with a declaration in accordance with subsection (1).
 - (1) The manufacturer's declaration shall:
 - (i) Specify the manufacturer of the UAS, the model of the system, the maximum take-off weight of the UA, the operations that the UA is intended to undertake and the category of UA, such as fixed-wing aircraft, rotary-wing aircraft, hybrid aircraft or lighter-than-air aircraft; and
 - (ii) Specify that the system meet the means of compliance applicable to the operations for which the declaration was made.
- (b) The manufacturer's declaration is invalid if:
 - (1) The CARC has determined that the model of the UA does not meet the terms set out in the means of compliance, or
 - (2) The manufacturer has notified the CARC of an issue related to the design of the model under section 102.309.

102.309 Notice to the CARC

(a) A manufacturer that has made a declaration to the CARC under section 102.307 shall notify the CARC of any issue related to the design of the model of the UAS that results in the system no longer meeting the technical requirements set out in the means of compliance referred in subparagraph 102.305(b) (2), as soon as possible after the issue is identified.

102.311 Documentation

- (a) A manufacturer that has made a declaration to the CARC in respect of a model of a UAS under section 102.307 shall make available to each owner of that model of system:
 - (1) A maintenance program that includes:
 - (i) Instructions related to the servicing and maintenance of the system; and
 - (ii) An inspection program to maintain system readiness;
 - (2) Any mandatory actions the manufacturer issues in respect of the system;
 - (3) A UAS operating manual that includes:
 - (i) A description of the system;
 - (ii) The ranges of weights and centers of gravity within which the system may be safely operated under normal and emergency conditions and, if a weight and center of gravity combination is considered safe only within certain loading limits, those load limits and the corresponding weight and center of gravity combinations;
 - (iii) With respect to each flight phase and mode of operation, the minimum and maximum altitudes and velocities within which the aircraft can be operated safely under normal and emergency conditions;
 - (iv) A description of the effects of foreseeable weather conditions or other environmental conditions on the performance of both the system and the UA;
 - (v) The characteristics of the system that could result in severe injury to crew members during normal operations;
 - (vi) The design features of the system and their associated operations that are intended to protect against injury to persons not involved in the operations;
 - (vii) The warning information provided to the remote pilot in the event of a degradation in system performance that results in an unsafe system operating condition;
 - (viii) Procedures for operating the system in normal and emergency conditions; and
 - (ix) Assembly and adjustment instructions for the system.

102.313 Record Retention for Manufacturer

(a) A manufacturer that has made a declaration to the CARC in respect of a model of a UAS under section 102.307 shall keep, and make available to the CARC on request:

- (1) A current record of all mandatory actions in respect of the system; and
- (2) A current record of the results of and the reports related to the verifications that the manufacturer has undertaken to ensure that the model of the system meets the technical requirements applicable to the operations for which the declaration was made.
- (b) The manufacturer shall keep the records referred to in subsection (a)(1) for the greater of:
 - (1) Two years following the date that manufacturing of that model of UAS permanently ceases, and
 - (2) The lifetime of the UA that is an element of the model of system referred to in paragraph (a).

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