

## **Commercial Drone Operation Standards – Non Media Related:**

*Required for Review Prior to granting permission:*

- The UAV operator / company shall submit a copy of their Standard Operating Procedures for review by Corporate Security prior to approval, along with proof of insurance;
- The UAV operator / company shall submit a copy of the restricted aviation radio licenses of flight crew staff who may be operating the UAV for review by Corporate Security prior to approval;
- **\*\*The UAV operator / company shall notify Police Services non-emergency line the day of intended flight operations when operating around residential areas\*\***
- The UAV operator / company shall submit flight operations plans, with confirmation that only footage of designated and intended areas will be filmed and observed;
- All reasonable attempts will be made to ensure private citizens, including homes and property are not captured in the intended footage; and
- The company / operator shall submit regulatory approval for the planned flight operations in the form of the Transport Canada Special Flight Operations Certificate to the corresponding Municipality in a timely fashion.

Non Flight related:

- Corresponding Municipalities reserve the right to audit the flight log book of the PIC for the UAV flight in the event of complaint, accident or liability claim; and
- The operator / company will make available copies of the video / photography to the corresponding Law Department in the event of accident, complaint or liability claim (Retention date TBD), with consideration given to proprietary / confidential footage.