The following steps are to be immediately implemented following the event of a drone malfunction and/or possible corrective action.

**COMMUNICATION PLAN:**

* If a person has been struck by the drone, dependant on the severity, call for the appropriate level of medical assistance. Immediately contacts the Chief Pilot who will (dependant on the severity of the situation) make contact with the Police and /or Council’s Risk Management Coordinator.
* If radio transmissions have been conducted, inform fellow pilots of current status.
* Inform all personnel involved in flying the drone of current status
* Contact the Chief Remote Pilot and inform them of the current situation
* If the aircraft has been involved in an accident that has damaged public or private property, immediately contact the Chief Pilot. The Chief Pilot will assess the severity of the situation and if required call the Police and/or Council’s Risk Management Coordinator.
* Contact the land owner where the incident occurred and inform them of the situation.

**INJURED PERSONS:**

First aid shall be given to treat any injuries received and transport to the hospital shall be requested by Ambulance if required.

**POST- CRASH PROCEDURE:**

A post emergency report is to be written by the Remote Pilot and given to the Chief Remote Pilot. A briefing will then be conducted to analyse and determine how and if processes can be improved and implemented. The report will be imported into Council’s Document Management System. The document will be tasked to the Risk Management Coordinator and the Governance Coordinator for insurance and privacy purposes, if required.

1. **Fly Away or Visual Loss of RPA**

Where the drone is experiencing loss of control or is visually lost, all attempts shall be made to regain control or initiate the “Return to Home” procedure. Should these attempts fail, perform a combined stick movement to shut-down the motors with due regard for the location of the drone so as not to increase the risk of collision with persons or property. The Controller will shout a warning to people or use the radio where necessary. The shut-down timing is crucial to control the drone termination point within a safe area before the drone has the possibility to fly beyond the area of operation into areas over people/property etc. In the event of an uncontrolled “Fly Away”, the drone will be deemed unserviceable pending inspection by the Maintenance Controller.

1. **GPS Failure, Loss of Orientation**

Follow the procedures as previously mentioned for “Fly Away” while monitoring the drone heading to look for correct “Return to Home” flight path. Any incorrect flight behaviour during “Return to Home” procedure will be terminated and switching to Attitude Mode immediately and fly the drone to a safe landing area. Any differing directional control where the stick input is mismatched to the drone heading shall be accounted for by compensating the stick movement accordingly. Where the drone is uncontrollable follow the motor shut-down procedures as described previously in “Fly Away”. The drone will be deemed unserviceable pending inspection by the Maintenance Controller.

1. **Incident Management**

Accidents and incidents can be classified as minor or major. As a rule of thumb all accidents or incidents that cause 3rd party property damage, injury or death are classified as major and must be reported to local emergency services and the Transport Canada immediately. The transport Canada website at https://www.tc.gc.ca/en/services/aviation/drone-safety/flying-drone-safely-legally.html provides the best contact and procedure details.

1. **Motor Failure**

In the event of a motor failure, all attempts should be made to bring down the drone immediately in a safe area. Follow procedures below referring to Crash. The drone will be deemed unserviceable pending inspection by the Maintenance Controller.

1. **Collision, Crash and Damaged Aircraft**

Where a collision or crash occurs priority shall be given to reduce any further damage or injuries to persons or property. Attempts shall be made to shut down motors via the transmitter as soon as possible, Battery power shall be disconnected and the scene preserved.

The drone shall be immediately inspected for potential of a damaged battery to monitor the potential of a battery fire. The drone will be deemed unserviceable pending inspection by the Maintenance Controller. Public shall be restricted access to area until deemed safe.

If the aircraft has crash landed, and the pilot is aware of the location, the pilot must obtain permission from the applicable land owner prior to retrieving the aircraft. If the land owner does not give the Pilot permission to enter private property to retrieve the drone, the Pilot must inform the Chief Pilot who will contact the Police and ask the Police to retrieve the drone on behalf of Piikani Nation Lands Department. Piikani Nation Lands Department is still the legal owner of the drone.

If the aircraft has crash landed and the pilot is not able to locate the aircraft, the pilot using footage from the last transmission, will try and determine the location of the crash site to retrieve the aircraft.

**SERVICEABILITY AND ASSESSMENT OF THE AIRCRAFT:**

* Inspire 1 v2 User Manual (http://dji.com/support)
* Defect and Maintenance Log Form
* Refer to fellow Remote Aircraft Pilots for second opinion prior to organising a service through DJI

**EMERGENCY CONTACTS:**

|  |  |
| --- | --- |
| Ambulance | 403-965-3993 |
| Police | 403-965-2001 |
| Pincher Hospital | 403-627-1234 |
| Fort Macleod Hospital | 403-553-5311 |
| Manager – Noreen Plain Eagle | 403-627-8262 |
| Pilot - Patrick Crosschild | 402-359-1585 |
| Chief and Council | 403-965-3940 |

 **GPS FAILURE**

* Inspire 1 v2 User Manual (http://dji.com/support)