



GHANA
CIVIL AVIATION AUTHORITY

ADVISORY CIRCULAR AC 28-011

REMOTELY PILOTED AIRCRAFT SYSTEM (RPAS) FLYING IN NO-FLY ZONES

SECTION 1 GENERAL

1.1 PURPOSE

This Advisory Circular (AC) provides guidance to individuals and certified organizations regarding the process of removing flight restrictions on geophysical areas and specific locations which have been determined by the Ghana Civil Aviation Authority (GCAA) and the Ministry of National Security to be high risk or restricted operation zones hereby referred to as “RPAS No-Fly Zones”.

1.2 STATUS OF THIS ADVISORY CIRCULAR

This AC is an original issuance.

1.3 BACKGROUND

1. Article 9 of the Convention on International Civil Aviation stipulates the following:
 - a. Each contracting State may, for reasons of military necessity or public safety, restrict or prohibit uniformly the aircraft of other States from flying over certain areas of its territory, provided that no distinction in this respect is made between the aircraft of the State whose territory is involved, engaged in international scheduled airline services, and the aircraft of the other contracting States likewise engaged. Such prohibited areas shall be of reasonable extent and location so as not to interfere unnecessarily with air navigation. Descriptions of such prohibited areas in the territory of a contracting State, as well as any subsequent alterations therein, shall be communicated as soon as possible to the other contracting States and to the International Civil Aviation Organization.
 - b. Each contracting State reserves also the right, in exceptional circumstances or during a period of emergency, or in the interest of public safety, and with immediate effect, temporarily to restrict or prohibit flying over the whole or any part of its territory, on condition that such restriction or prohibition shall be applicable without distinction of nationality to aircraft of all other States.
2. The Ghana Civil Aviation Authority (GCAA), in addressing the use of RPAS in and into the State of Ghana has provided the Ghana Civil Aviation (RPAS) Directives Part 28 which address the safety and security risks and threats arising from the use of RPAS in the Aviation Industry.

1.4 APPLICABILITY

The guidance in this AC is applicable to the following:

- A. Drone/RPAS operators who intend to utilize a drone for Recreational, Private or Commercial Use.
- B. Applicants of Special Authorization according to GCADs Part 28.
- C. Foreign Nationals who intend to use their RPAS temporarily in Ghana.
- D. Any other person who intends to use RPAS in the Republic of Ghana.

1.5 RELATED DIRECTIVES

The following Directives are directly applicable to this guidance—

- Ghana Civil Aviation Directives Part 28
- Ghana Civil Aviation (Security) Directives

1.6 RELATED READING MATERIAL

For further information on this topic, persons are advised to review the following publications and regulatory requirements –

1. Ghana Civil Aviation Authority
 - GCAA Aeronautical Informational Publication (AIP)
2. International Civil Aviation Organization (ICAO)
 - ICAO Manual on Remotely Piloted Aircraft Systems (RPAS) (Doc 10019)
 - Annex 17, Security
 - Doc 8973, Aviation Security Manual

1.7 ACRONYMS

The following acronyms and abbreviations are used in this advisory circular—

- 1) **AC** – Advisory Circular
- 2) **ANSP** – Air Navigation Service Provider
- 3) **BVLOS** – Beyond Visual Line of Sight
- 4) **CONOPS** – Concept of Operations
- 5) **DATS** – Director of Air Traffic Services
- 6) **GCAA** – Ghana Civil Aviation Authority
- 7) **GCADs** – Ghana Civil Aviation Directives
- 8) **ICAO** – International Civil Aviation Organization
- 9) **MTOW** – Maximum Take-off Weight
- 10) **OEM** – Original Equipment Manufacturer

- 11) **OPSPECS** – Operations Specifications
- 12) **POPS** – Prospective Operator Pre-Assessment Statement
- 13) **ROC** – RPAS Operator Certificate
- 14) **ROM** – RPAS Operator Manual
- 15) **RPAS** – Remotely Piloted Aircraft Systems
- 16) **RPL** – Remote Pilot Licence

1.8 UNDERSTANDING THE PROCESS

This (AC) provides guidance on the process, from application to approval, for individuals and certified organizations seeking to remove geofencing restrictions for RPAS operations. It outlines the necessary steps, requirements, and best practices to ensure safe, secure and compliant operations in previously restricted areas.

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SECTION 2 APPLICATION PROCEDURE

2.1 SUBMISSION OF REQUEST

The applicant must submit a request to remove geofencing restrictions via a letter and if for private or commercial operations, a cover letter on the company letterhead, detailing the purpose of the RPAS and the reasons for requesting the removal of the geofencing restrictions. This letter shall be addressed to:

**The Director-General
Ghana Civil Aviation Authority,
Kotoka International Airport
Accra – Ghana**

*Note: Applicants who meet the qualification requirements as captured in paragraph 2.2 below shall submit their request **at least ten (10) working days before the intended start of operations**. If the applicant is not yet qualified, the request must be submitted **at least sixty (60) days prior to the intended start of operations***

2.2 QUALIFICATION REQUIREMENTS

A. The Application commences when the applicant submits the request and the following documents as applicable

- Completed GCAA Form R28-AF-007
- Insurance of RPAS
- Registration certificate of RPAS
- Safety Course Certificate (private or recreational)
- RPAS Operator Certificate (commercial operators)
- Concept of Operations (private or recreational)
- Geo-coordinates and times for the operation
- Remote Pilot License (RPL) (if within airside of an airport)
- Coordinates of the location of operation (minimum four coordinates of the extreme edges of area of operation or coordinates of centre point and radius of operational area)
- Any other document that may be required by the GCAA

Note: An applicant with an RPL does not need to provide a Safety Course Certificate.

- B. Further to the above, qualification shall be subject to National Security Clearance and approval by the Air Navigation Service Provider (ANSP).
- C. In cases where the flight is being conducted for filming purposes, qualification shall also be subject to approval from the National Film Authority.

- D. If the operation is subject to approval from any other State Agency, that approval shall form part of the qualification requirements for the operation.

2.3 REVIEW OF APPLICATION

An application request will be reviewed for compliance with the qualification requirements for the operation.

For qualified applications

1. Qualified applications will be sent to the ANSP.
2. Upon receipt of positive feedback from the ANSP, the applicant will be issued an invoice for payment.
3. An approval letter shall be given with the conditions for carrying the operation stated which shall include the need to contact the ANSP for clearance prior to each flight.
4. Other required letters necessary for the operation shall also be issued to the applicant.

2.4 DENIAL OF APPLICATION

- A. If the application is not accepted, it will be returned with a written explanation of the reasons for its return.

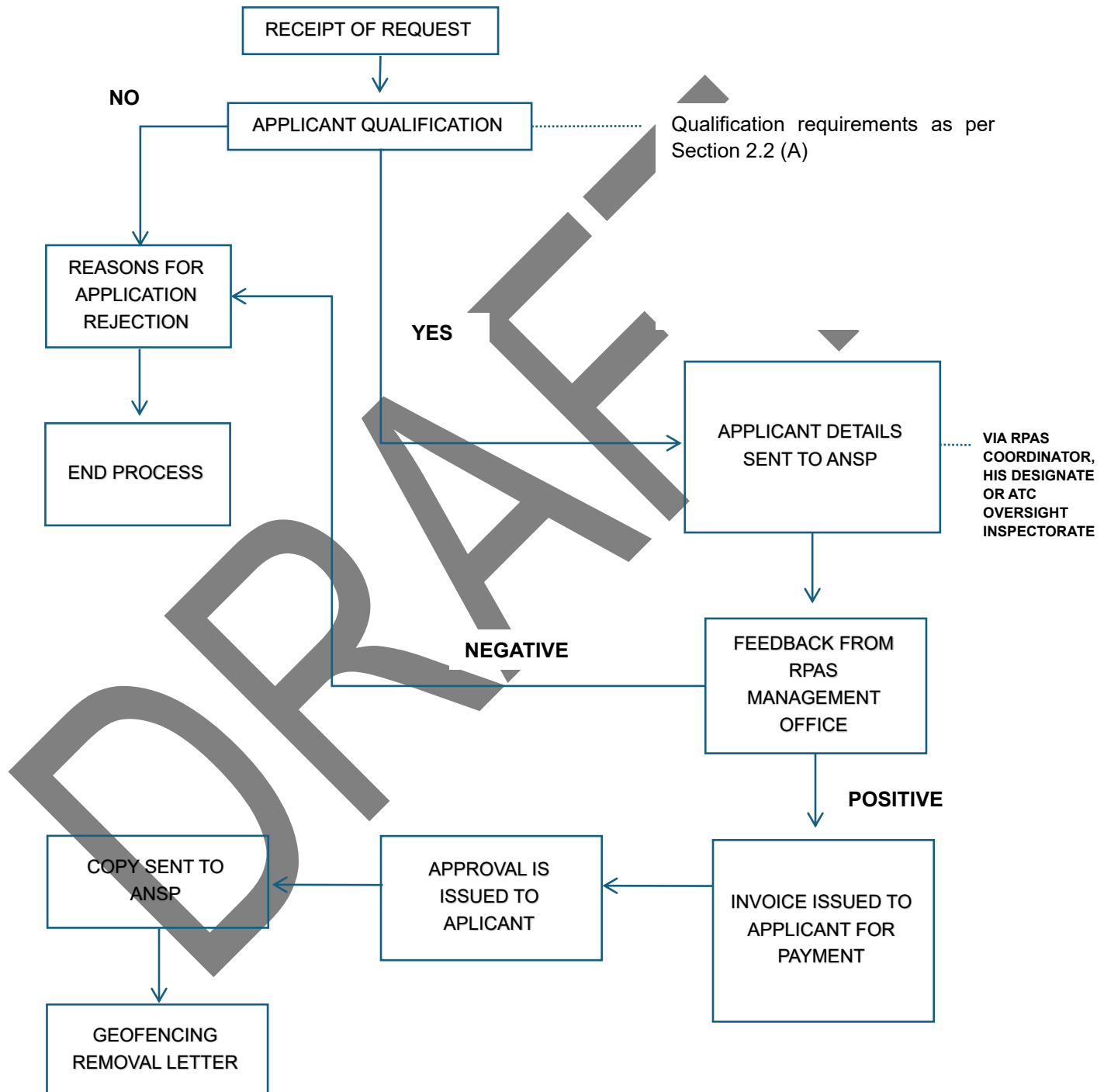
SECTION 3 APPROVAL AND GEOFENCE REMOVAL

3.1 GEOFENCE REMOVAL

- A. Following the issue of the approval for flight in the RPAS No-Fly Zone, a separate letter shall be issued to the manufacturer of the drone or the geofencing service provider who encodes the restriction on the RPAS. This letter shall specify the following for the manufacturer/Geofence service provider:
1. The Ghana approved individual/company issued the approval.
 2. The Specific location of the No-Fly Zone which has been geofenced. This shall be mentioned by name or by geo-coordinates.
 3. The Make, Model, Series of the RPAS type which has been granted the approval for geofence removal.
 4. The Serial number of the RPAS which has been granted the geofence removal.
 5. The period of time in days or specific date and time which is applicable for the geofence removal. Kindly note that, the approval shall be only valid for the specified duration.
 6. A GCAA contact person shall be specified by name and e-mail address for further information required by the manufacturer of geofence service provider.
- B. The geofence removal approval shall be issued to the individual/operator for onward submission to the manufacturer or the geofence service provider.

SECTION 4 LIST OF APPENDICES

4.1 APPENDIX A- METHODOLOGY



End of Advisory Circular