



## UAVNZ Code of Conduct

*UAVNZ Executive Committee Version 3.0, Ratified at the 2023 AGM on 29 November 2022.*

As members of UAVNZ, we are individually and collectively responsible for our conduct. It is important that we establish and maintain a reputation that we can be proud of, built upon professionalism and collaboration. This Code of Conduct does not attempt to detail all possible behaviour, and instead is a guiding document describing common principles and standards shared by all UAVNZ Members dedicated to the safe, ethical, and effective use of uncrewed aerial vehicles (UAVs) as well as services that support such operations (e.g., training, maintenance, software etc.) This guidance is not a substitute for compliance with any relevant regulations or legislation, particularly the Civil Aviation Rules, the Civil Aviation Act, and the Privacy Act. The Code expects members to demonstrate behaviour aligned with UAVNZ values. By choosing to become a member of UAVNZ, you (in the case of individual members) and/or your organisation (in the case of an organisational members) agree to uphold the behaviours and intent of this Code.

### UAVNZ Values

1. **Safety** – maintaining the highest levels of safety, and regulatory compliance in the aviation system to build trust and confidence among all industry stakeholders and the general public.
2. **Quality** – Entities offering commercial UAV products and services build a reputation for professionalism, integrity, and reliability.
3. **Sustainability** – cost-effective value-add services which position the New Zealand industry to take full advantage of future market opportunities.
4. **Collaboration** – open dialogue, knowledge sharing, and cooperation to achieve shared goals for the commercial UAV industry in New Zealand.

- 5. Education** – leading the national conversation about safe commercial operating practices, social and economic opportunities, and public acceptance associated with UAV technology. Educating and fostering future generations of uncrewed aviators.

### **Who does this Code apply to?**

Every Member of UAVNZ.

### **How do you know if your conduct complies with the Code?**

As operators -

- Would your behaviour lead to any unnecessary risk to people and properties?
- Does your behaviour demonstrate that you are a professional operator?
- Would your behaviour be seen as appropriate by other UAVNZ Members as well as the general public?
- Is your behaviour legal, ethical, and responsible?

As service providers (e.g., software, maintenance, training, etc.) -

- Does your behaviour demonstrate that you are working in the industry's best interests?
- Do you honestly represent the services that you provide?
- Do you work with industry stakeholders on matters of safety and professionalisation?
- Is your behaviour legal, ethical, and responsible?

### **UAVNZ Code of Conduct**

#### **Safety**

- We practice safe UAV operations.

- We recognise our responsibility to maintain and promote a safe working environment.
- We prioritise safety and minimise risks to an acceptable level, especially those that involve uninvolved persons, third-party property, and other aircraft.
- We ensure UAV flights will be conducted only after a thorough assessment of risks associated with the activity. This risk assessment will include, but is not limited to:
  - o Weather conditions relative to the performance capability of the system;
  - o Identification of normally anticipated failure modes (lost link, power system failures, loss of control, etc) and consequences of the failures;
  - o Crew fitness for flight operations;
  - o Airspace requirements, compliance with aviation regulations as appropriate to the operation;
  - o Communication, command, control, and payload radio frequency spectrum requirements;
  - o Reliability, performance, and airworthiness of the aircraft systems to a standard that would be accepted as industry best practice;
  - o Engagement with relevant stakeholders with regard to shared risks.

### **Laws and Legislation**

- We comply with all policies, rules, regulations, and laws that govern any UAV activities, as well as UAVNZ and Aviation NZ policies. These regulations can include but are not limited to:
  - o Civil Aviation Rules
  - o Civil Aviation Act
  - o Privacy Act
- We take responsibility for maintaining a correct, sufficient, and up-to-date knowledge on Civil Aviation Rules relevant to the operations undertaken and services provided (these will be specific to the organisation, for example applicable rules for operators are different to training providers).
- We understand that UAVNZ does not investigate any breaches of the Civil Aviation Rules or other legal requirements, aside from where behaviour may have failed to demonstrate professionalism or to comply with this Code.

- We will inform the Chair in confidence if we are under investigation due to a breach of the Civil Aviation Rules. If there is a conflict of interest with the Chair, then the Deputy Chair, Chief Executive of Aviation New Zealand, or Executive Officer for UAVNZ may instead be informed.

### **UAVNZ Reputation**

- We act professionally and are accountable for our behaviour.
- We do not take any action that may knowingly bring UAVNZ into disrepute, including the way we behave towards each other, during, before, or after UAV operations, and in any other forums such as online or in social media.

### **Airspace**

- We make sure all operations are carried out in accordance with airspace requirements, and that we engage with other airspace users, property owners, and members of the public in an appropriate manner. This may include the following, depending on the situation:
  - o Registering and logging flights in controlled airspace
  - o Requesting for approval prior to entering certain airspace
  - o Considering the airspace being operated within and how to mitigate risk to other users
  - o Engaging with other airspace users that may be in the vicinity
  - o Issuing NOTAMs as appropriate
  - o Advising property owners of operations (and seeking consent if under Part 101)

### **Training and competence**

- We will make sure that any pilots involved with commercial UAV operations -
  - o Are trained by a UAVNZ recognised training provider;
  - o Have completed an Operational Competency Assessment (OCA) by a UAVNZ recognised training provider within one year if under Part 102, or within two years in under Part 101;
  - o Have sufficient knowledge of general operating requirements such as airspace requirements, operational risk management, and emergency operating procedures;

- We will ensure that other professionals providing UAV-related services for our organisation receive training and are assessed on competence in a manner that is commensurate with their role.

### **Privacy**

- We adhere to the principles of the Privacy Act 2020:
- We respect the privacy of individuals.
- We respect areas where there is a reasonable expectation of privacy.
- We ensure data privacy and security by sharing data only with trusted partners.
- We understand that UAVNZ does not carry out any investigation towards breaches of the privacy rules. However, UAVNZ will investigate any behaviour that suggests an unprofessional disregard for privacy, regardless of whether any legal threshold has been met.

### **Responsible**

- We maintain a sensible and respectful approach to people and property and aim to minimise risk.
- We are responsible for demonstrating UAVNZ values, respecting our customers and each other, and behaving in a manner consistent with this code.
- We do not behave in a way which may have a negative influence on the public acceptance of UAV operations.

### **When the Code is not followed**

Complaints may be made against any UAVNZ Member in writing to the Chair of UAVNZ. The matter will be discussed between the parties in the first instance. If a resolution cannot be found in a timely manner, then the UAVNZ Executive Committee will appoint a panel to investigate the matter and present recommendations back to the UAVNZ Executive Committee. The UAVNZ Executive Committee's decision on any matters related to Code of Conduct will be final. If a breach is found, then the UAVNZ Member will be required to ameliorate the issues identified to the UAVNZ Executive Committee's satisfaction.

Sufficient time will be given for the signatory Member to come into alignment with these standards. However, failure to do so in a reasonable timeframe may result in revocation of UAVNZ membership depending on the seriousness of the breach. A just culture approach will be followed by the UAVNZ Executive Committee when dispensing their duties in relation to alleged breaches of Code of Conduct.

UAVNZ is not a substitute for the monitoring and enforcement roles of the regulator. UAVNZ will investigate alleged breaches of Code of Conduct, however, it will not investigate whether Civil Aviation Rules have been breached as that is the role of the Civil Aviation Authority. Where alleged breaches of the Civil Aviation Rules also raise considerations that there may have been a breach of this Code of Conduct, then UAVNZ will only consider the matter of whether a breach of the Code has occurred.

**UAVNZ Member Information**

Name	
Organisation (if applicable)	
Title	
Signature	
Date	