

UAS Certification Application Procedure Operation Manual

<UAS Certification Application Sheet>

03. UAS Certification

Renewal Application Method


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01. Introduction (For Those Wishing to Apply for Renewal to UAS Certification)

- In the Drone Information Platform System, you can apply for issuance of UA authentication, change attributes, renew the application, apply for cancellation, withdraw the application, check the application status, request an application for issuance for a skill certificate to representative, and request a representative for other than an application for issuance of UA authentication.
- This manual describes how to operate the Drone Information Platform System, so please refer to this when carrying out necessary procedures.
- In addition to this manual, please refer to the [FAQ](#) page on the Drone Information Platform System for a deeper understanding of the system.

02. Matters that require attention when using the Drone Information Platform System

- If the operation of the Drone Information Platform System is suspended (inactive state) for 60 minutes or longer, you will be required to restart the process. This security function lowers the possibility of a third party viewing your screen and leaking your personal information while you are away from your computer or smartphone.
- If you are unsure of what information to enter in each of the forms or how to enter it, hover your cursor over the  mark next to the field name in the form, to see the information to be entered, as well as a description of the input information to be entered in the form. (If you are using a smartphone, tap on it to display the description.)
- Do not press any browser buttons, such as "Back" or "Refresh", while using the system. Doing so may affect the normal functioning of the system.
- Do not attempt simultaneous login from multiple terminals; this may cause the system to malfunction.
- For the unmanned plane registration system, the new system for achieving Level 4, and other rules of flight, refer to the [Ministry of Land, Infrastructure, Transport and Tourism website](#)

*Click on the link to open the external site.

03. Necessary Items for Applying for Renewal Application to UAS Certification

Prepare the following information to apply to Renew UA authentication.

Various information	Item
Contact information	<ul style="list-style-type: none"> • Full name • Phone Number • E-mail address • Home Address/Address of the person
Information for UA Type for application	<ul style="list-style-type: none"> • UA Type Name • Name or Full Name of the Designer • Location of the head office or the main office of the Designer • Location of the head office or the main office of the Manufacturer • Documents file to be used in inspection
Information on Handling Fees	<ul style="list-style-type: none"> • Handling Fees Amount
Other *It will be different on the basis of method of identity verification.	<ul style="list-style-type: none"> • Drone Information Platform System Account • Individual Number Card • To scan the face information in IC chip of the Individual Number Card Card reader or smartphone • Driving license • Passport • Other Identity Verification documents

*If the Individual Number Card is used for identity verification, then since the applicator's information of home, name, date of birth, home address/address of the person will automatically reflect on the information acquired from face information, then the changes cannot be made from application input screen.

Those who want to change, please change the information on Individual Number Card in advance.

04. Steps for Renewal Application for UAS Certification

Implement the application with the following steps in the Drone Information Platform System.

Start UA authentication renewal application

Step 1: Log in to the Drone Information Platform System

Enter your login ID and password to log in to the Drone Information Platform System.

Step 2: Proceed to the UA List Screen

Select the Changes to UAS Certification button in the main menu.

Step 3: Select Unmanned Aircraft (UA) for Application for Renewal

Select the application information of the UA authentication from the UAS Type list screen.

Step 4: Implement Checks Before Confirming Your Identity

* In the case of uncertified UAS type
Enter information such as the class of UAS certification of the UA authentication to apply for renewal and the UA type and others.

Step 5: Confirm Your Identity

Select* either My Number/Driver's License or Passport (eKYC)/mail documentation.

Step 6: Enter Applicant Information

Enter the applicant information such as your name and address and other pertinent information.

Step 7: Enter the UAS Certification Information

Enter information such as the UAS Type name and designer to apply the renewal.

Step 8: Enter Other Information

Enter the amount of the fee.

Step 9: Confirm Application Information

Confirm the information that you entered, and implement the renewal application.

Step 10: Confirm Arrival

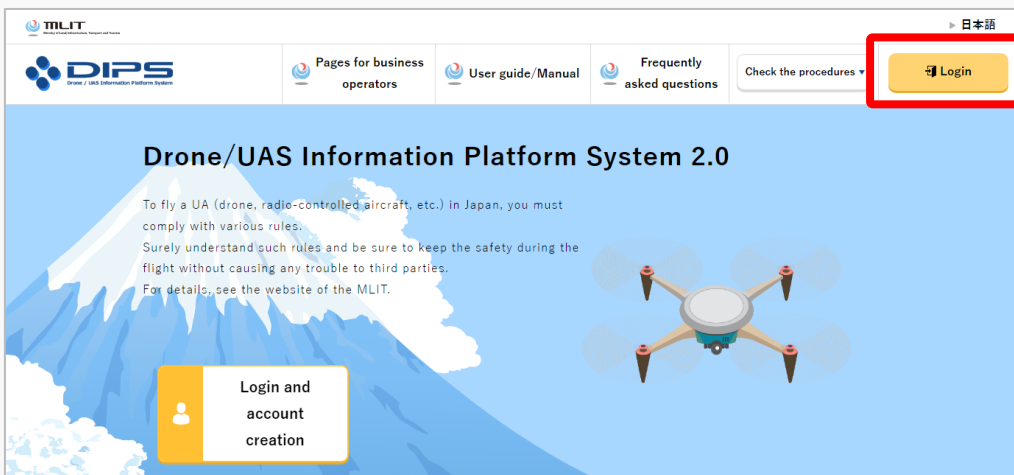
A confirmation email will be sent to you when you have applied to UA authentication, so open the email and confirm its arrival.

UA authentication renewal application is completed.

You will be notified by an email message sent to your email address when the Civil Aviation Bureau has confirmed the content of the application.

* If you verify your identity using your driver's license or passport (eKYC) or by mailing documentation, your identity will be verified.

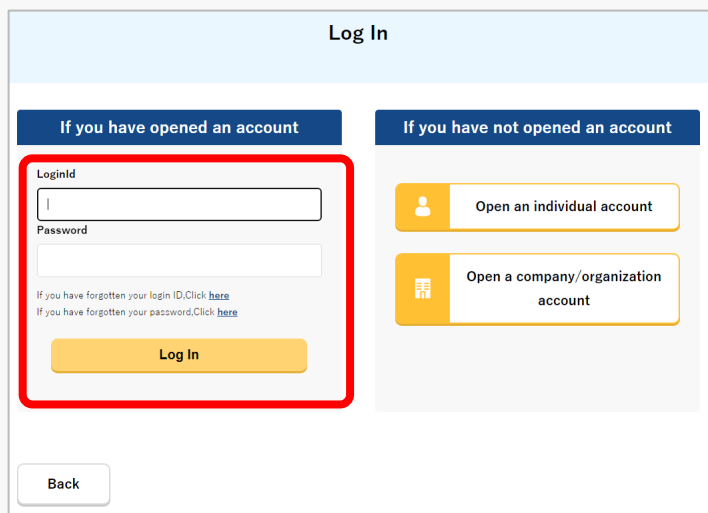
05. Step 1: Log in to the Drone Information Platform System (1/3)



Access to the [DIPS2.0 top page](https://www.ossportal.dips.mlit.go.jp/portal/top/).
(<https://www.ossportal.dips.mlit.go.jp/portal/top/>)

Click the "Login" button.

On the Log In page, enter your ID and password (set up when opening the account) and press the "Log In" button.

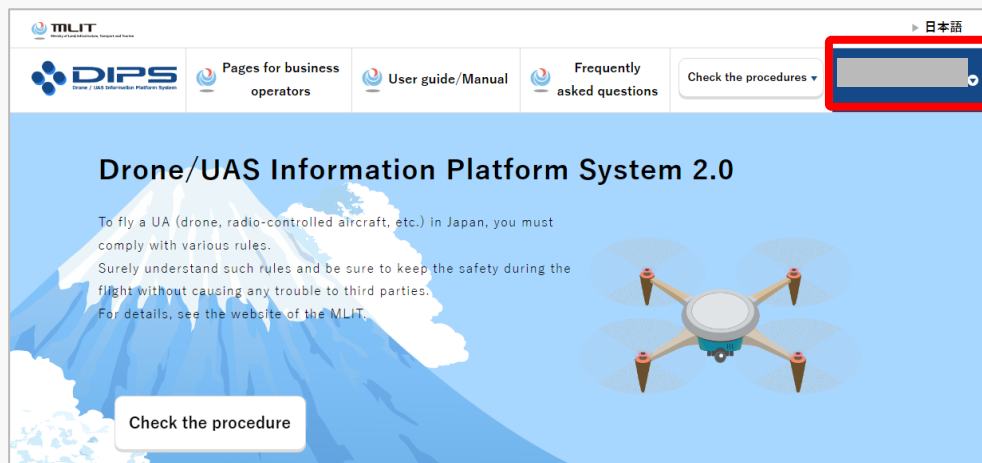


Points to note!

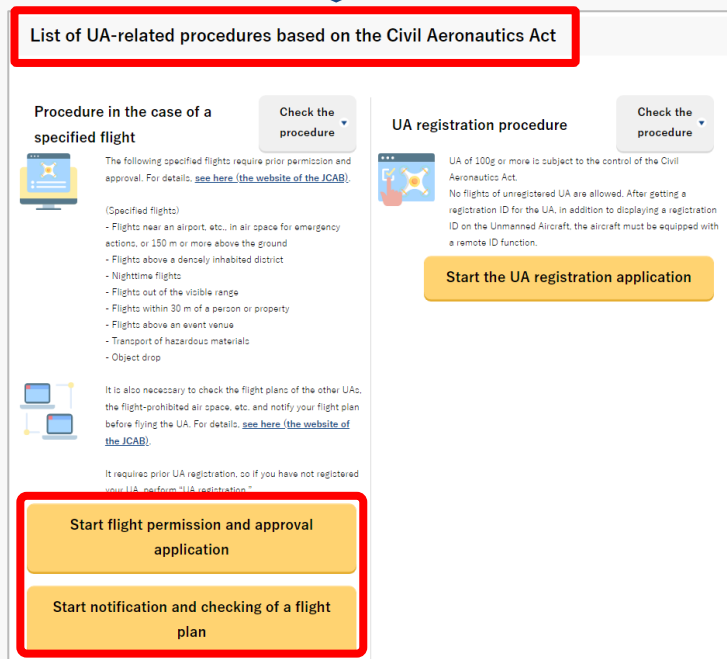
You need a Drone Information Platform System account to log in. If an account has not been set up, then open an account first.

*The login ID is 3 letters + 6 numbers.
(Example) ABC123456

05. Step 1: Log in to the Drone Information Platform System (2/3)



Upon successful login, the name of the registered account will appear in the upper right corner of the "DIPS2.0" portal screen.



Scroll down the screen and go to the appropriate procedure by clicking on the various procedure buttons in the "List of UA-related procedures based on the Civil Aeronautics Act".

Please see the next page for buttons for various procedures.


05. Step 1: Log in to the Drone Information Platform System (3/3)

The buttons for the various procedures in the "List of UA-related procedures based on the Civil Aeronautics Act" are shown below.

Clicking the buttons for the various procedures will take you to the top page of the individual procedures.

Procedure in the case of a specified flight

Procedure in the case of a specified flight



Check the procedure

The following specified flights require prior permission and approval. For details, [see here \(the website of the JCAB\)](#).

(Specified flights)

- Flights near an airport, etc., in air space for emergency actions, or 150 m or more above the ground
- Flights above a densely inhabited district
- Nighttime flights
- Flights out of the visible range
- Flights within 30 m of a person or property
- Flights above an event venue
- Transport of hazardous materials
- Object drop

It is also necessary to check the flight plans of the other UAs, the flight-prohibited air space, etc. and notify your flight plan before flying the UA. For details, [see here \(the website of the JCAB\)](#).


It requires prior UA registration, so if you have not registered your UA, perform "UA registration."

Start flight permission and approval application

Start notification and checking of a flight plan

UA registration procedure

UA registration procedure



Check the procedure


UA of 100g or more is subject to the control of the Civil Aeronautics Act.

No flights of unregistered UA are allowed. After getting a registration ID for the UA, in addition to displaying a registration ID on the Unmanned Aircraft, the aircraft must be equipped with a remote ID function.

Start the UA registration application

Procedures in the event of an accident, etc. related to a UA

Procedures in the event of an accident, etc. related to a UA



Check the procedure

In the event of the following accidents, etc., the operator has to report the details of the accidents, etc. to the Minister of Land, Infrastructure, Transport and Tourism. For details, [see here \(the website of the JCAB\)](#).

"Accidents"

- Death or injury caused by the UA (serious injury or more)
- Damage of a property owned by a third party
- Collision or contact with an aircraft


"Serious incidents"

- Recognized to have had a possibility of collision or contact with an aircraft
- Injury caused by the UA (minor injury)
- Situation that the UA becomes uncontrollable
- Ignition of the UA (limited to an occurrence during the flight)

Start the reporting of an accident, etc.

Acquisition procedure of UA certification and UA remote pilot certification

Acquisition procedure of UA certification and UA remote pilot certification



Check the procedure

Flying a UA above a third-party land out of visible range without any accident or omission of permission or approval in a certain specified flight requires UA certification of the UA to fly and UA remote pilot certification of the operator. For details of UA certification and competence certification, [see here \(the website of the JCAB\)](#) and [here \(the website of the JCAB\)](#), respectively.

Start the UA certification application

Start the skill certification application

06. Step 2: Proceed to the UA List Screen

UAS Certification Menu

Click here if you want to complete the procedure in person

UAS Certification New Application	Check application status / withdrawal / payment
You can apply for a new UAS Certification. For new applications, identification documents and aircraft information are required.	You can check the status of applications for new applications and changes, and withdraw applications. * In the case of the national government (Ministry of Land, Infrastructure, Transport and Tourism only), you can proceed with the payment of fees for new applications, etc.
Confirmation of UAS Certification	Change of UAS Certification
You can check the information related to UAS that have obtained UAS Certification.	You can change the contact information on the registered UAS Certification.
Expiration date update	Deleting UAS Certification
You can renew the validity period of a registered UAS Certification. In addition, you can also apply for design changes for Not Type Certification from this menu. In addition, when updating or changing the design of a UAS that has not been approved for type, it is necessary to coordinate the inspection contents with Registered Unmanned Aircraft Inspection Organization or the Civil Aviation Bureau of the Ministry of Land, Infrastructure, Transport and Tourism in advance.	You can delete a registered UAS Certification.
Request/Termination of proxy	
You can make the necessary settings when requesting a proxy to perform various procedures or canceling a request to a proxy.	

Click here if you want to go through the procedure by an agent. [+](#)

Press the “Expiration date update” button in the UAS Certification Menu page.

07. Step 3: Select Unmanned Aircraft (UA) for Application for Renewal (1/2)

UAS List

Please select the UAS for which you want to update.

UAS certificate number [?] registration mark [?] Name of manufacturer [?]

model name [?]

search

Search Results: 53 cases

Sel ecti on	UAS certi cate numb er	registratio n mark	Manufacturer's na me or name	model nam e	Last update d	UAS Statu s	Expiration d ate	Details
<input checked="" type="checkbox"/>	██████	██████	██████████████	██████	██████	██████	██████	<input type="button" value="Details"/>



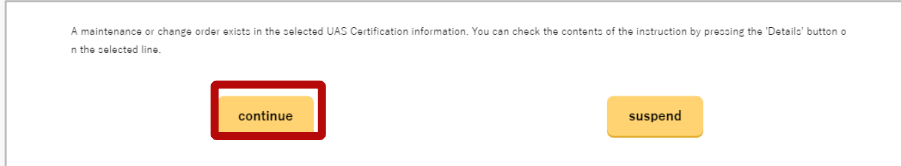
1 2 3 ▶ ▶▶

to go back

Enter information to change

Select UA Information for the application for renewal from UAS List screen, then push "Enter information to change" button.

07. Step 3: Select Unmanned Aircraft (UA) for Application for Renewal (2/2)



If a service order or change order exists in the selected UAS Certification information, a screen shown on the left is displayed.

To continue the application for renewal, press "continue" button.

08. Step 4: Implement Checks Before Confirming Your Identity

* In the case of uncertified UAS type

Pre-identity check

Please enter the information of UAC Certification you are applying for.

Select Update Content ? Extended expiration date only
 Application for renewal with change of aircraft information

Class of UAS type certification ?

class of UAS certification ?

Type of UAS ?

Select Authority ?

The desired inspection agency ?
If not found ?

***Note**
In order to apply for a renewal UAC Certification, it is necessary to coordinate in advance with Registered Unmanned Aircraft Inspection Organization or the Civil Aviation Bureau of the Ministry of Land, Infrastructure, Transport and Tourism in advance regarding the inspection contents and schedule of UAC Certification. Even if you apply without prior adjustment, your application will not be accepted.

Pre-coordinated with inspection agencies or the Civil Aviation Bureau of the Ministry of Land, Infrastructure, Transport and Tourism

to go back

Proceed to identity verification

Select the content to apply for renewal.

* Depending on the content selected, the information to enter in subsequent procedures will vary.

If there are two types of class of UAS certification to apply for renewal, select the UA to be inspected.

* If you cannot find your desired UA to inspect:

If you select "-" in "Select Authority" field, select "you wish to be inspected by the country" in "The desired inspection agency If not found" field.

Regarding the inspection, check that it is pre-adjusted with the inspection agency or the MLIT, Civil Aviation Bureau, and select "Pre-coordinated with the inspection agencies or the Civil Aviation Bureau of the Ministry of Land, Infrastructure, Transport and Tourism".

After confirming the contents, press "Proceed to identity verification".

09. Confirm Before Selecting Identity Confirmation Method

There are four ways to verify your identity. See below for instructions on how to verify your identity.

Method to Confirm Your Identity	Operation Method
My Number Card	<p>Link your My Number Card and verify your identity by reading your My Number Card information. The following reading methods are available depending on the device used for the procedure. See the description page for details on specific procedures.</p> <ul style="list-style-type: none"> • Reading with an IC card reader (IC card reader authentication) • Reading using a smartphone (2D barcode authentication)
Online verification using your driver's license	<p>This is a method of confirming your identity using eKYC online. This is available only to those who have a smartphone. A 2D barcode is displayed on the screen during the procedure, so use your smartphone camera to read the 2D barcode. Then, follow the screen to take a picture of the front surface of your driver's license.</p> <p>* See this page for information on using eKYC.</p>
Online verification using your passport	<p>This is a method of confirming your identity using eKYC online. This is available only to those who have a smartphone. A 2D barcode is displayed on the screen during the procedure, so use your smartphone camera to read the 2D barcode. Then, follow the screen to take a picture of your personal information in your passport.</p> <p>Once you have finished capturing the necessary information, you'll be taken to a page where you can enter your applicant information. Upload the image of your identity authentication document that shows your name, address, and date of birth in the identity authentication document section on the opened page.</p> <p>* See this page for information on using eKYC.</p>
Mailing identity confirmation documentation	<p>Mail documentation that verifies your identity. The email that you will receive after you have applied will have an address to where you can send your identity verification documentation. Check your email and submit your identity verification documentation by regular surface mail.</p> <p>* If the identity authentication document is not mailed or if the necessary documents for submission are not available, the subsequent procedure cannot be implement.</p> <p>* Confirm the contents of the identity confirmation documentation and the mailing address here.</p>

* When you click on the link, an external website will open.

10. Step 5: Confirm Your Identity

Identity verification Selection

When applying for UAS renewal, we will verify your identity.
Choose your identity verification method below.

Identity verification Selection

Individual number IC card reader authentication 2D barcode authentication

If you have an IC card reader, use "IC card reader authentication", and if you have an NFC-enabled smartphone, select "2D Barcode Authentication" and press the "Next" button.

Note: To verify your identity using your My number Card, use My Portal AP.
If you have not installed Mynportal AP, [check the procedure to install the Mynportal AP](#) for more information.
*If you would like to check if your phone supports NFC, go to [Here](#) (This will open an external site)

Driver's license (eKYC)

Electronic know your Customer (eKYC) is a complete online identity verification method.

Only those who have a smartphone can use it.
Select this and press the Next button to view the 2D barcode. Read the 2D barcode with the camera function of the smartphone, and follow the screen to take a picture of the surface of the driver's license.

1,450 yen per UAS to be applied is required as a fee related to the application.

If you apply for multiple UAS at the same time, you will need to pay 1,450 yen for the first UAS and 1,050 yen for the second and subsequent UAS, and you will need to pay the total amount.

Note: It cannot be used with PC or doublet terminals. The use of eKYC is subject to the following conditions: [Here](#) for more information.

Passport (eKYC)

When you have selected your identity verification method, press the "Next" button.

An external website or app will open according to the identity verification method you selected. Implement identity verification according to the explanation at the external website or the app.

Instructions are also provided in the manual [for how to verify your identity](#).



11. Step 6: Enter Applicant Information (1) (1/2)

* Only when extending the expiration date

UAS Certification application screen

STEP 01 Requested by Information STEP 02 UAC information STEP 03 Additional information STEP 04 Check application information STEP 05 Application completed

Applicant's information

Applicant classification

full name

Furigana

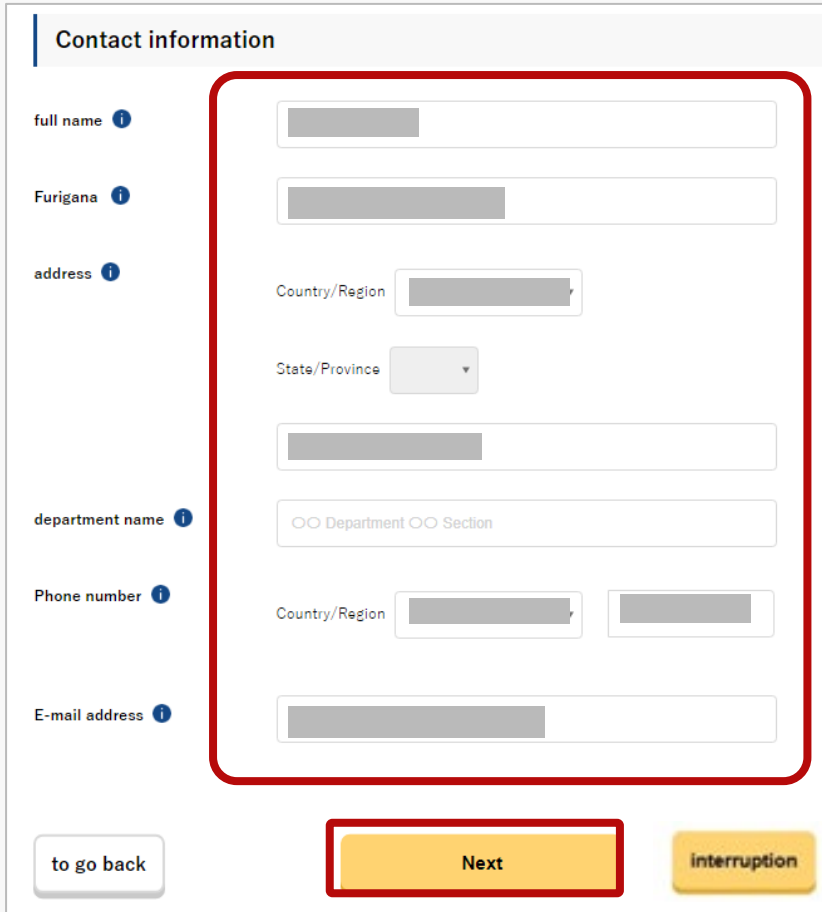
address

Date of birth

Confirm the applicant information.

11. Step 6: Enter Applicant Information (1) (2/2)

*** Only when extending the expiration date**



The screenshot shows a web form titled "Contact information". On the left side, there are labels for various fields: "full name", "Furigana", "address", "department name", "Phone number", and "E-mail address". Each label has a small blue information icon. The input fields are: a text box for "full name", a text box for "Furigana", a dropdown menu for "Country/Region" and a dropdown menu for "State/Province" under the "address" label, a text box for "department name" containing "Department" and "Section" with radio buttons, two text boxes for "Phone number" with a "Country/Region" dropdown, and a text box for "E-mail address". A red rectangular border highlights the entire input area. At the bottom, there are three buttons: "to go back", "Next" (highlighted with a red border), and "interruption".

Enter the contact information, and press the "Next" button.

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

11. Step 6: Enter Applicant Information (2) (1/2)

* In the case of renewal application when changing UA information

UAS Certification application screen

STEP 01 Requested by Information STEP 02 UAC information STEP 03 Additional information STEP 04 Check application information STEP 05 Application completed

Applicant's information

Applicant classification

full name

Furigana

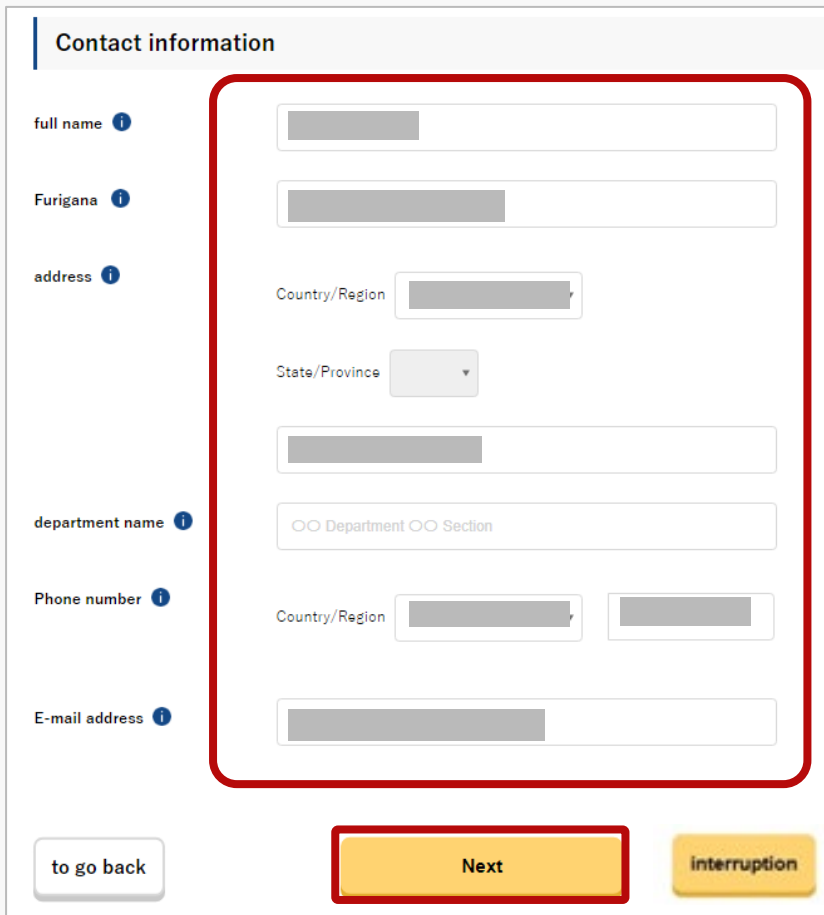
address

Date of birth

Confirm the applicant information.

11. Step 6: Enter Applicant Information (2) (2/2)

* In the case of renewal application when changing UA information



Contact information

full name ⓘ

Furigana ⓘ

address ⓘ

Country/Region

State/Province

department name ⓘ ○○ Department ○○ Section

Phone number ⓘ

Country/Region

E-mail address ⓘ

Enter the contact information, and press the “Next” button.

To interrupt the application, press the “interruption” button. A suspended application can be resumed from the application status list screen.

11. Step 6: Enter Applicant Information (3) (1/2)

* For UA with certified UAS type

UAS Certification application screen

STEP 01 Requested by Information STEP 02 UAC information STEP 03 Additional information **STEP 04 Check application information** STEP 05 Application completed

Applicant's information

Applicant classification

full name

Furigana

address

Date of birth

Confirm the applicant information.

11. Step 6: Enter Applicant Information (3) (2/2)

* For UA with certified UAS type

Contact information

full name ⓘ

Furigana ⓘ

address ⓘ

Country/Region

State/Province

department name ⓘ

Phone number ⓘ

Country/Region

E-mail address ⓘ

to go back

Next

interruption

Enter the contact information, and press the “Next” button.

To interrupt the application, press the “interruption” button. A suspended application can be resumed from the application status list screen.

12. Step 7: Enter UAS Certification Information (1)

* Only when extending the expiration date

UAS Certification application screen

STEP 01 Requested by Information **STEP 02 UAS information** STEP 03 Additional information STEP 04 Check application information STEP 05 Application completed

Please enter the information of the UAS you wish to apply for renewal.

Information about the UAS you are applying for [-]

A person who has obtained UAS Type Certification, etc. (Design and manufacturer of self-made machines) whether or not they are maintained. ⓘ

Yes None

A person who has obtained UAS Type Certification, etc. Maintenance record materials by the designer and manufacturer for self-built machines) ⓘ

Selection * Not selected

to go back **Next** interruption

In the field "A person who has obtained UAS Type Certification, etc.(Design and manufacture of self-made machines)whether or not they are maintained," select "Yes" or "None."

For the aircraft that has been issued a UAS Confirmation of Conformity or an equivalent document by the manufacturer or other authorized entity, please select "Yes," then click the "Selection" button in the item immediately below on this screen, and upload the UAS Confirmation of Conformity or an equivalent document issued by a manufacturer, etc. of the UAS or similar authorization.

After entering, press "Next."

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

12. Step 7: Enter UAS Certification Information (2) (1/2)

* In the case of renewal application when changing UA information

Enter information of the UA to apply for renewal.

Required input data depend on the type of the UA.

UAS Certification application screen

STEP 01 Requested by Information **STEP 02 UAS information** STEP 03 Additional information STEP 04 Check application information STEP 05 Application completed

Please enter the information of the UAS you wish to apply for renewal.

Information about the UAS you are applying for [-]

class of UAS certification

model name

Name of the designer i

Designer Address i

Country/Region


State/Province

registration mark

Name of manufacturer i

UAS Dimensions_Full Length i m

UAS Dimensions_Total Height i m



12. Step 7: Enter UAS Certification Information (2) (2/2)

* In the case of renewal application when changing UA information

A person who has obtained UAS Type Certification, etc. (Design and manufacturer of self-made machines) whether or not they are maintained. Yes None

A person who has obtained UAS Type Certification, etc. Maintenance record materials by the designer and manufacturer for self-built machines) Selection Not selected

Purpose of Use

flight in a no-fly zone Airspace around airports, etc. where aircraft take-off and landing are frequently carried out and designated by the Minister of Land, Infrastructure, Transport and Tourism as necessary to ensure safe and smooth air traffic at airports, etc., and designated by the Minister of Land, Infrastructure, Transport and Tourism as necessary to ensure the safety of air traffic at such airports, etc. and the airspace above them. Airspace above the approach, transition, or horizontal or extended approach, conical or outer horizontal surface, or airspace designated by the Minister of Land, Infrastructure, Transport and Tourism as necessary to ensure the safety of take-off and landing of aircraft. Airspace at a height of 150 m or more from the ground or water surface Over densely populated areas of people or houses

method of flight Night flight Flying beyond visual line of sight Flights where a distance of 30 meters or more from a person or property cannot be secured Flying over the entertainment site Transport of dangerous goods Property Drop

In the field "A person who has obtained UAS Type Certification, etc.(Design and manufacture of self-made machines)whether or not they are maintained," select "Yes" or "None."

For the aircraft that has been issued a UAS Confirmation of Conformity or an equivalent document by the manufacturer or other authorized entity, please select "Yes," then click the "Selection" button in the item immediately below on this screen, and upload the UAS Confirmation of Conformity or an equivalent document issued by a manufacturer, etc. of the UAS or similar authorization.

If you wish to upload multiple documents, please combine them into a single file before uploading. Acceptable file formats are PDF, JPEG (JPG), PNG, XLS, XLSX, DOC, DOCX, and GIF, and the maximum file size is limited to 20 MB.

After entering, press "Next" button.

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

12. Step 7: Enter UAS Certification Information (3) (1/2)

* For UA with certified UAS type

UAS Certification application screen

STEP 01
Requested by
Information
STEP 02
UAS information
STEP 03
Additional
Information
STEP 04
Check application
information
STEP 05
Application
completed

Please enter the information of the UAS you wish to apply for renewal.

Information about the UAS you are applying for -

A person who has obtained UAS Type Certification, etc. (Design and manufacturer of self-made machines) whether or not they are maintained. ⓘ

Yes None

A person who has obtained UAS Type Certification, etc. Maintenance record materials by the designer and manufacturer for self-built machines. ⓘ

Selection

A person who has obtained UAS Type Certification, etc. (In the case of self-built UAS, the design and the manufacturer) completed maintenance. ⓘ

Yes None

A person who has obtained UAS Type Certification, etc. (For self-made machines, the design and the manufacturer) documents the results of maintenance completion. ⓘ

Selection * Not selected

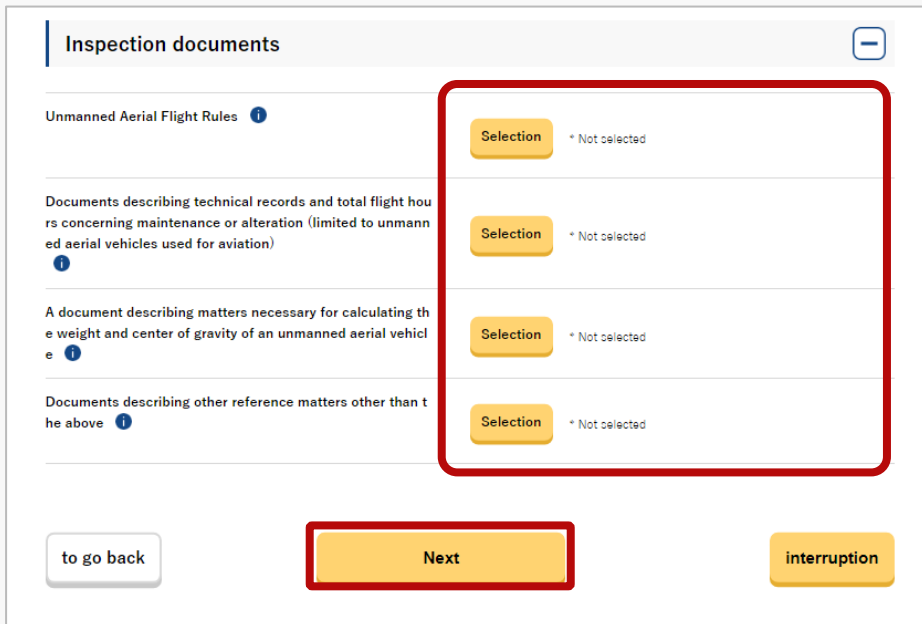
Enter information of the UA to apply for renewal.

In the field "A person who has obtained UAS Type Certification, etc.(Design and manufacture of self-made machines)whether or not they are maintained," select "Yes" or "None."

For the aircraft that has been issued a UAS Confirmation of Conformity or an equivalent document by the manufacturer or other authorized entity, please select "Yes," then click the "Selection" button in the item immediately below on this screen, and upload the UAS Confirmation of Conformity or an equivalent document issued by a manufacturer, etc. of the UAS or similar authorization.

12. Step 7: Enter UAS Certification Information (3) (2/2)

* For UA with certified UAS type



Inspection documents

Unmanned Aerial Flight Rules ⓘ

Documents describing technical records and total flight hours concerning maintenance or alteration (limited to unmanned aerial vehicles used for aviation) ⓘ

A document describing matters necessary for calculating the weight and center of gravity of an unmanned aerial vehicle ⓘ

Documents describing other reference matters other than the above ⓘ

Selection * Not selected

Selection * Not selected

Selection * Not selected

Selection * Not selected

to go back Next interruption

In the field “A document describing matters necessary for calculating the weight and center of gravity of an unmanned aerial vehicle,” if the relevant information is already included in the “Unmanned Aerial Flight Rules,” you only need to attach the applicable Flight Rules in the field above.

In such cases, please upload any additional documents required for inspection in this section, if necessary.

In the field “Documents describing other reference matters other than the above,” please upload the documents necessary for inspection, such as Current Conditions Report for UAS.

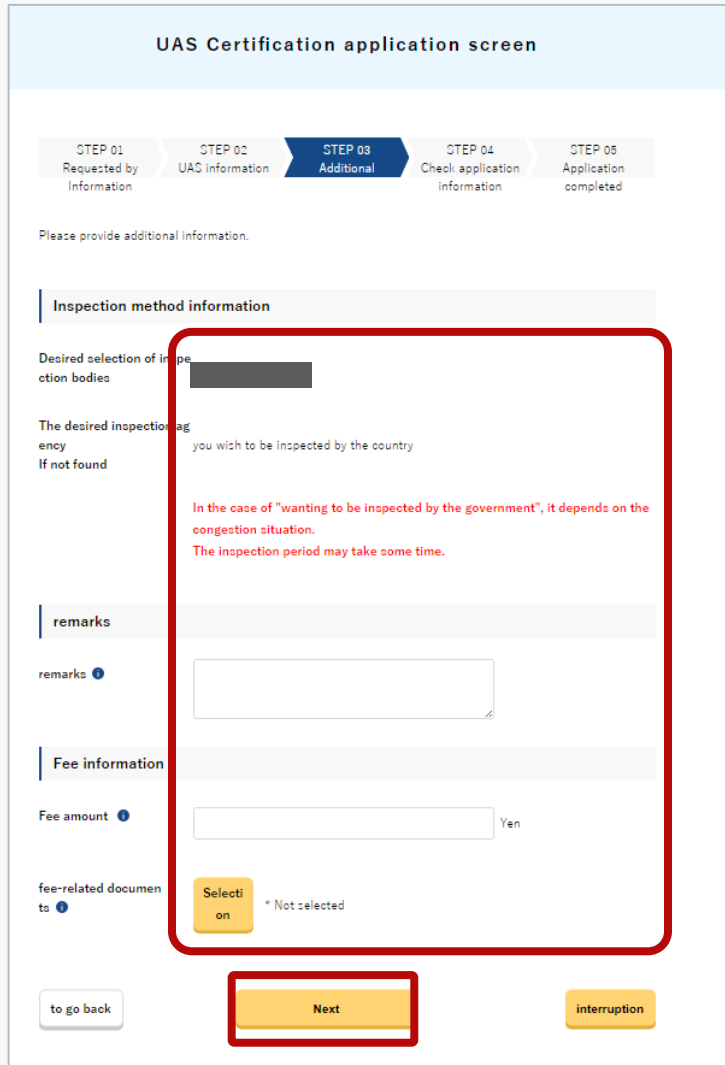
If you wish to upload multiple documents, please combine them into a single file before uploading. Acceptable file formats are PDF, JPEG (JPG), PNG, XLS, XLSX, DOC, DOCX, and GIF, and the maximum file size is limited to 20 MB.

After the upload is complete, click the “Next” button.

To interrupt the application, press the “interruption” button. A suspended application can be resumed from the application status list screen.

13. Step 8: Enter Other Information (1)

* Only when extending the expiration date



UAS Certification application screen

STEP 01 Requested by Information STEP 02 UAS information **STEP 03 Additional** STEP 04 Check: application information STEP 05 Application completed

Please provide additional information.

Inspection method information

Desired selection of inspection bodies

The desired inspection agency you wish to be inspected by the country

If not found

In the case of "wanting to be inspected by the government", it depends on the congestion situation.
The inspection period may take some time.

remarks

remarks

Fee information

Fee amount Yen

fee-related documents

Selection * Not selected

to go back **Next** interruption

Check the inspection method information.

Input the handling fees.

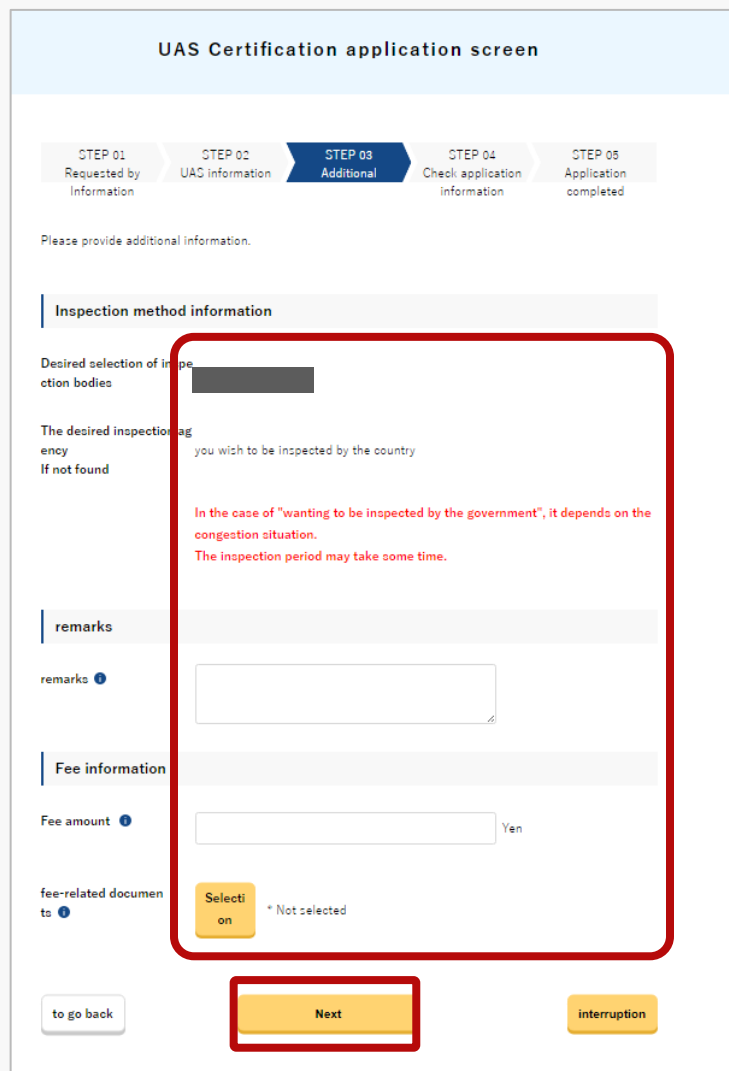
In case of attaching a handling fee related document, please press the "Selection" button to upload the file.

After input, press "Next".

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

13. Step 8: Enter Other Information (2)

* In the case of renewal application when changing UA information



Enter the other information.

Check the inspection method information.

Input the handling fees.

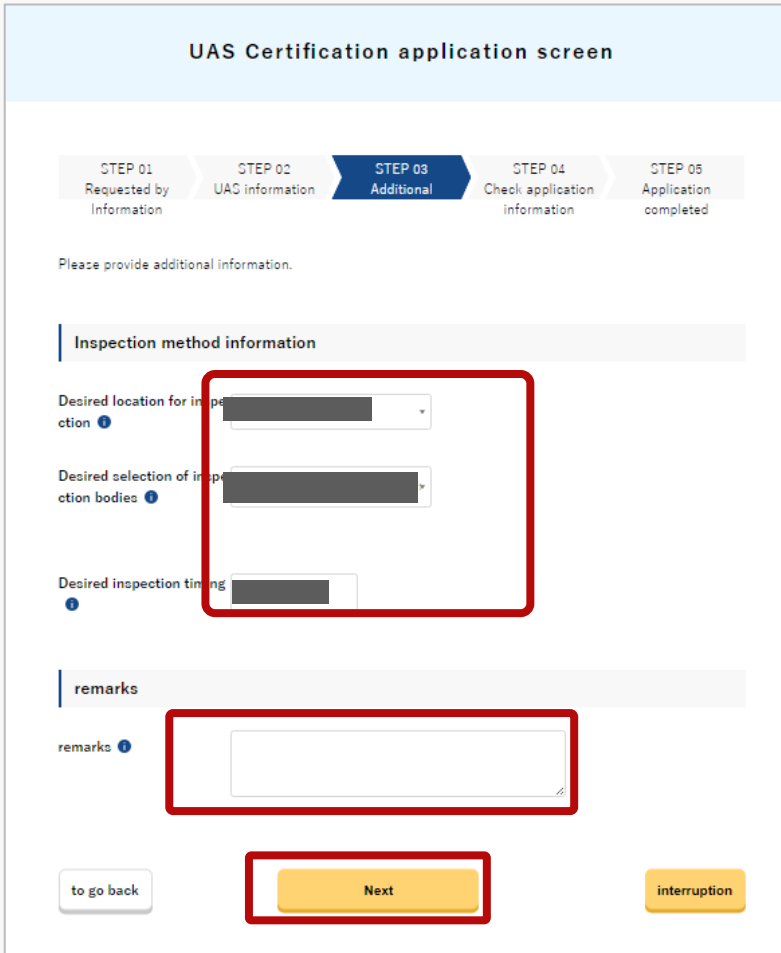
In case of attaching a handling fee related document, please press the "Selection" button to upload the file.

After input, press "Next".

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

13. Step 8: Enter Other Information (3)

* For UA with certified UAS type



The screenshot shows the 'UAS Certification application screen' at Step 03, 'Additional'. A progress bar at the top indicates the current step. Below the progress bar, the user is prompted to provide additional information. The form is divided into two sections: 'Inspection method information' and 'remarks'. The 'Inspection method information' section contains three dropdown menus: 'Desired location for inspection', 'Desired selection of inspection bodies', and 'Desired inspection timing'. The 'remarks' section contains a text input field. At the bottom of the screen, there are three buttons: 'to go back', 'Next', and 'interruption'. Red boxes highlight the dropdown menus in the 'Inspection method information' section, the text input field in the 'remarks' section, and the 'Next' button.

Enter the other information.

Check the inspection method information.

Enter remarks as required.

After input, press "Next".

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

14. Step 9: Confirm Application Information (1) (1/2)

* Only when extending the expiration date

Application information confirmation screen

STEP 01 Requested by Information
STEP 02 UAS information
STEP 03 Additional information
STEP 04 Check application information
STEP 05 Application completed

Please check UAS Certification information you entered before applying.
If there is an error in the input contents, press the "Modify" button at the bottom of each information and correct it.

Applicant's information [-]

Division

full name

Furigana

address

Date of birth

Contact information [-]

full name

Furigana

to go back
Application for renewal
interruption

Confirm the applicant/contact information/UA information/inspection method information/fee information/remarks.

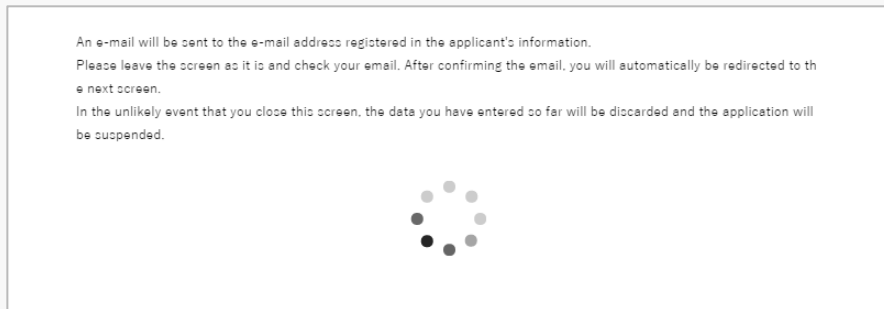
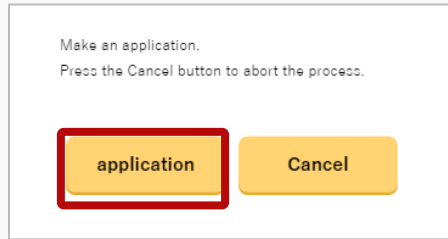
In case there is an error in the entered information contents, please correct it by pressing the "Modify" button at the bottom of each information.

If there is no problem in the entered information contents, "Application for renewal" button Please press.

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

14. Step 9: Confirm Application Information (1) (2/2)

* Only when extending the expiration date



An application confirmation screen will be displayed. If there is no problem in the entered information, press "application" button

When you press the "application" button, a mail of "Notification of confirmation of various procedures" will be sent to your registered email address, so please check your email .

Points to note!

The application processing will be suspended till the arrival confirmation is completed, so please continue to operate till the arrival confirmation.

Please do not close the application screen until you press the URL in the arrival confirmation email. If you close it, your application contents will be discarded.

14. Step 9: Confirm Application Information (2) (1/2)

* In the case of renewal application when changing UA information

Application information confirmation screen

STEP 01 Requested by Information STEP 02 UAS information STEP 03 Additional information **STEP 04 Check application information** STEP 05 Application completed

Please check UAS Certification information you entered before applying.
If there is an error in the input contents, press the "Modify" button at the bottom of each information and correct it.

Applicant's information [-]

Division

full name

Furigana

address

Date of birth

Contact information [-]

full name

Furigana

〰

to go back **Application for renewal** interruption

Confirm the applicant/contact information/UA information/inspection method information/fee information/remarks.

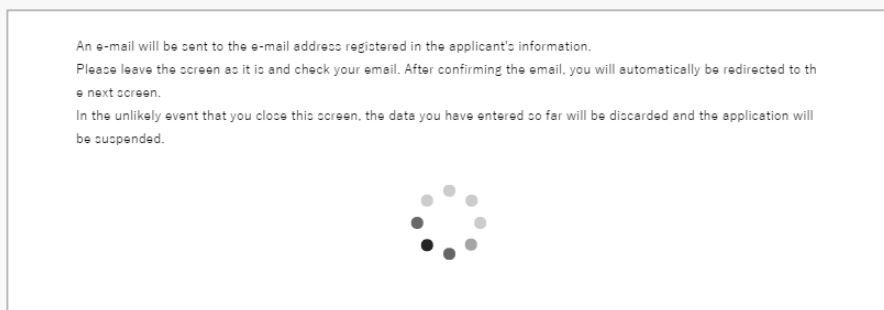
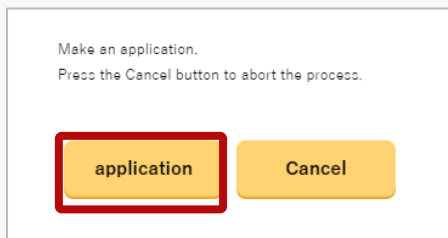
In case there is an error in the entered information contents, please correct it by pressing the "Modify" button at the bottom of each information.

If there is no problem in the entered information contents, "Application for renewal" button Please press.

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

14. Step 9: Confirm Application Information (2) (2/2)

* In the case of renewal application when changing UA information



An application confirmation screen will be displayed. If there is no problem in the entered information, press "application" button

When you press the "application" button, a mail of "Notification of confirmation of various procedures" will be sent to your registered email address, so please check your email .

Points to note!

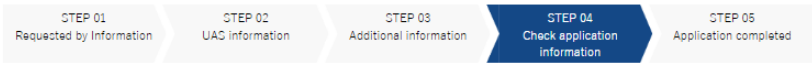
The application processing will be suspended till the arrival confirmation is completed, so please continue to operate till the arrival confirmation.

Please do not close the application screen until you press the URL in the arrival confirmation email. If you close it, your application contents will be discarded.

14. Step 9: Confirm Application Information (3) (1/2)

* For UA with certified UAS type

Application information confirmation screen



Please check UAS Certification information you entered before applying.
If there is an error in the input contents, press the "Modify" button at the bottom of each information and correct it.

Applicant's information
[-]

Division

full name

Furigana


address

Date of birth

Contact information
[-]

full name

Furigana



to go back

Application for renewal

interruption

Check Applicant Information / Contact Information / UA Information / Inspection Documents / Inspection Method Information / Remarks.

If a mistake is found in the data entry, correct it by pressing "Modify" button on the bottom of each information.

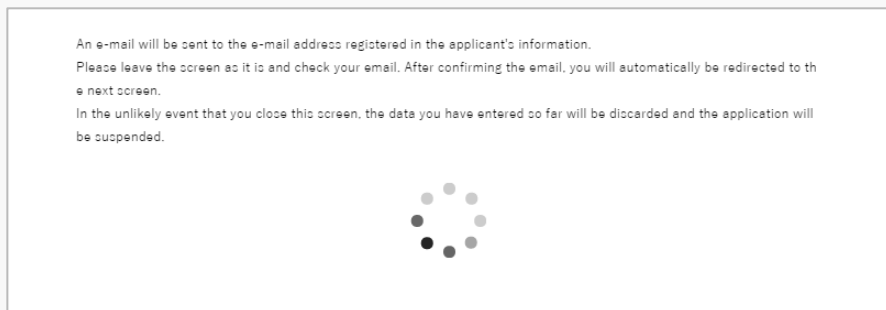
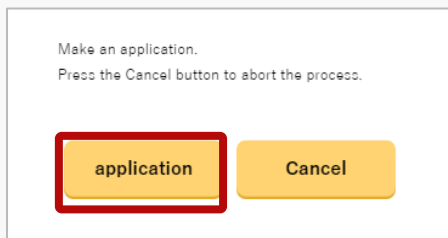
If no problem is found in the entry, press "Application for renewal" button.

To interrupt the application, press the "interruption" button. A suspended application can be resumed from the application status list screen.

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14. Step 9: Confirm Application Information (3) (2/2)

* For UA with certified UAS type



An application confirmation screen will be displayed. If there is no problem in the entered information, press "application" button

When you press the "application" button, a mail of "Notification of confirmation of various procedures" will be sent to your registered email address, so please check your email .

Points to note!

The application processing will be suspended till the arrival confirmation is completed, so please continue to operate till the arrival confirmation.

Please do not close the application screen until you press the URL in the arrival confirmation email. If you close it, your application contents will be discarded.

15. Step 10: Confirm Arrival (1/2)

* This e-mail is automatically delivered to the users of the Drone/UAS Information Platform System
* You cannot reply to this e-mail address.

Dear [REDACTED]

Thank you for using the Drone/UAS Information Platform System.

This e-mail is to check with the applicant whether there are any illegal procedures for UAS Type Certification.

If you do not have any idea of this email, such as not currently being processed through the Drone/UAS Information Platform System, please contact us via Frequently Asked Questions and Inquiries below.

If you are happy to proceed as it is, please press the URL below to complete the authentication of your email address.



認証完了
Authentication completed

メールアドレスの認証を確認しました。
端末・画面で申請操作を行っていた場合、操作を続けてください。

ブラウザの×ボタンで画面を閉じてください。

The e-mail address has been authenticated.

If you have performing the application operation on the terminal / screen, continue the operation.

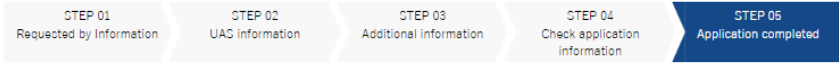
Close the screen with the x button of the browser.

Open the arrival confirmation email and check the recipient email address. If the recipient is the applicant and the application procedure is in progress, press the URL for confirmation of arrival.

When you press the URL in the email, the authentication of the email address will be completed, so please close the browser that says "Authentication completed".

15. Step 10: Confirm Arrival (2/2)

Application completed



Your application has been completed.

In the case of a national inspection, an e-mail regarding the payment of the fee will be sent after confirming the details of the procedure, so please pay the fee when you receive the e-mail. In the case of an inspection by Registered Unmanned Aircraft Inspection Organization, please follow the instructions of Registered Unmanned Aircraft Inspection Organization to pay the fee.US>

<Note>>

Fees may not be eligible for payment. Please check the 'Frequently Asked Questions and Inquiries' for a list of organizations that are eligible for payment. In the case of an organization that is not eligible for payment, please do not make payment even if you receive a notification of payment request.

Check the status of your application
 You can check the status of your application on the main menu screen, so please use it if necessary.

Return to the main menu

Once the e-mail address is verified, the application operation will be completed.

You can check the status of application on the application status list page.

Points to note!

The following items can be checked only on the DIPS2.0 screen.

These items are written in Japanese in the e-mail you receive during the procedure.

- Type of application
- Class of UAS certification
- Status after change