

# NEW EXTENDED DRONEGUIDE VERSION

PXL HOGESCHOOL

November 12th, 2019

# WELCOME

member of FABEC



FOD MOBILITEIT EN VERVOER  
SPF MOBILITÉ ET TRANSPORTS

**skeyes** nice to  
guide  
you

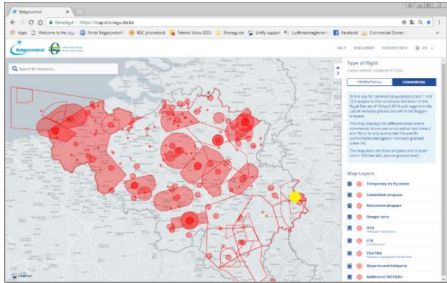
## Copyrights statement

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# Droneguide roadmap



droneguide.be



● **Mar 2018**

*Droneguide.be*

● **June 2018**

*Mobile app*

● **July 2019**

*Map update*

● **Sept 2019**

*Droneguide PRO*

**Today's launch**

**Informal  
flight  
validation**



**Legal  
flight  
approval**

# DRONEGUIDE: THE COMMERCIAL DRONE PILOT

## Web-portal



## Mobile application



droneguide.be

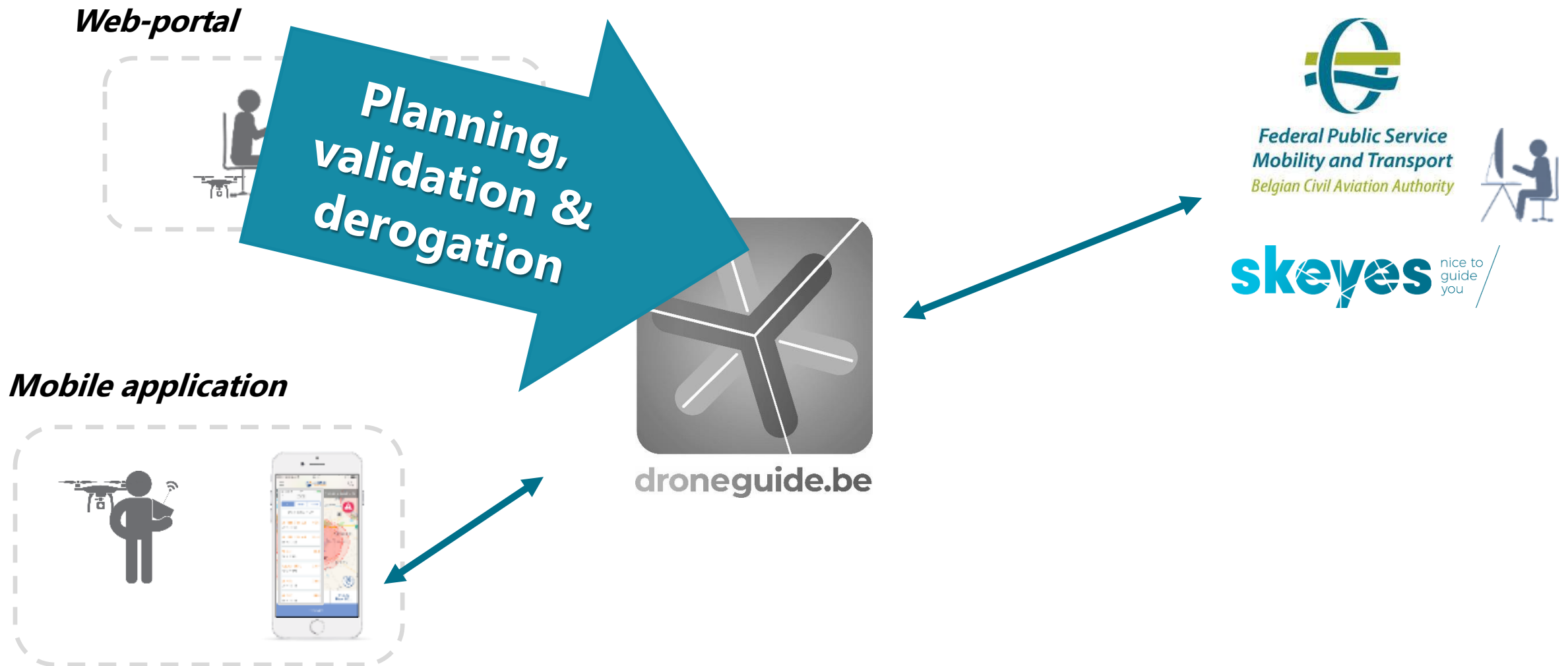


Federal Public Service  
Mobility and Transport  
Belgian Civil Aviation Authority



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guide  
you

# DRONEGUIDE: THE COMMERCIAL DRONE PILOT



# DRONEGUIDE: THE COMMERCIAL DRONE PILOT

*Web-portal*



**Planning,  
validation &  
derogation**

**Approval**



Federal Public Service  
Mobility and Transport  
Belgian Civil Aviation Authority



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*Mobile application*



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# DRONEGUIDE: THE COMMERCIAL DRONE PILOT

*Web-portal*



**Planning,  
validation &  
derogation**

*Mobile application*



**Flight plan  
retrieval &  
notification**

droneguide.be

**Approval**



Federal Public Service  
Mobility and Transport  
Belgian Civil Aviation Authority



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guide  
you



# DRONEGUIDE: THE COMMERCIAL DRONE PILOT

*Web-portal*



**Planning,  
validation &  
derogation**

**Approval**



Federal Public Service  
Mobility and Transport  
Belgian Civil Aviation Authority



**skeyes** nice to  
guide  
you

*Mobile application*



**Flight plan  
retrieval &  
notification**

**Visualisation**



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you

# DRONEGUIDE: THE COMMERCIAL DRONE PILOT

*Web-portal*

**If you are looking to register drones:  
Go to BCAA aviation portal**

*Mobile app*

**If you want to update your ops manual:  
No change, Email process**

Service  
Sport  
Authority



S nice to  
guide  
you

## <Droneguide Explainer Video>

<https://www.skeyes.be/en/services/droneguidebe/>

# Key concepts in a KB-defined landscape



**Operator**



**Pilot**



**Flight**

# Key concepts in a KB-defined landscape



## Operator

An operator is a **legal entity** that has the ability to work with pilots, is the official holder of a Class1 authorization issued by the BCAA, holds an OPS manual and can request derogations.

Legally represented by the **Operator Admin**

# Key concepts in a KB-defined landscape



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An operator is a **legal entity** that has the ability to work with pilots, is the official holder of a Class1 authorization issued by the BCAA, holds an OPS manual and can request derogations.

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# Key concepts in a KB-defined landscape



## Operator

An operator is a **legal entity** that has the ability to work with pilots, is the official holder of a Class1 authorization issued by the BCAA, holds an OPS manual and can request derogations.

Legally represented by the

**Admin**



## Pilot

A pilot is a **natural person** that performs flights, keeps a logbook and notifies to BCAA.

Either holder of "attest/attestation"

OR "bewijs van bevoegdheid/licence"

# Key concepts in a KB-defined landscape



## Operator



## Pilot



An operator is a **legal entity** that has the ability to work with pilots and is represented by the **Operator Admin**.

**Note:** In case the operator is limited to 1 natural person, this person will combine the roles of operator administrator and (only) pilot of the operator.

holder of "attest/attestation" OR "bewijs van bevoegdheid/licence"



# Key concepts in a KB-defined landscape



## Operator

An operator is a **legal entity** that has the ability to work with pilots, is the official holder of a Class1 authorization issued by the BCAA, holds an OPS manual and can request derogations.

Legally represented by the **Operator Admin**



## Pilot

A pilot is a **natural person** that performs flights, keeps a logbook and notifies to BCAA.

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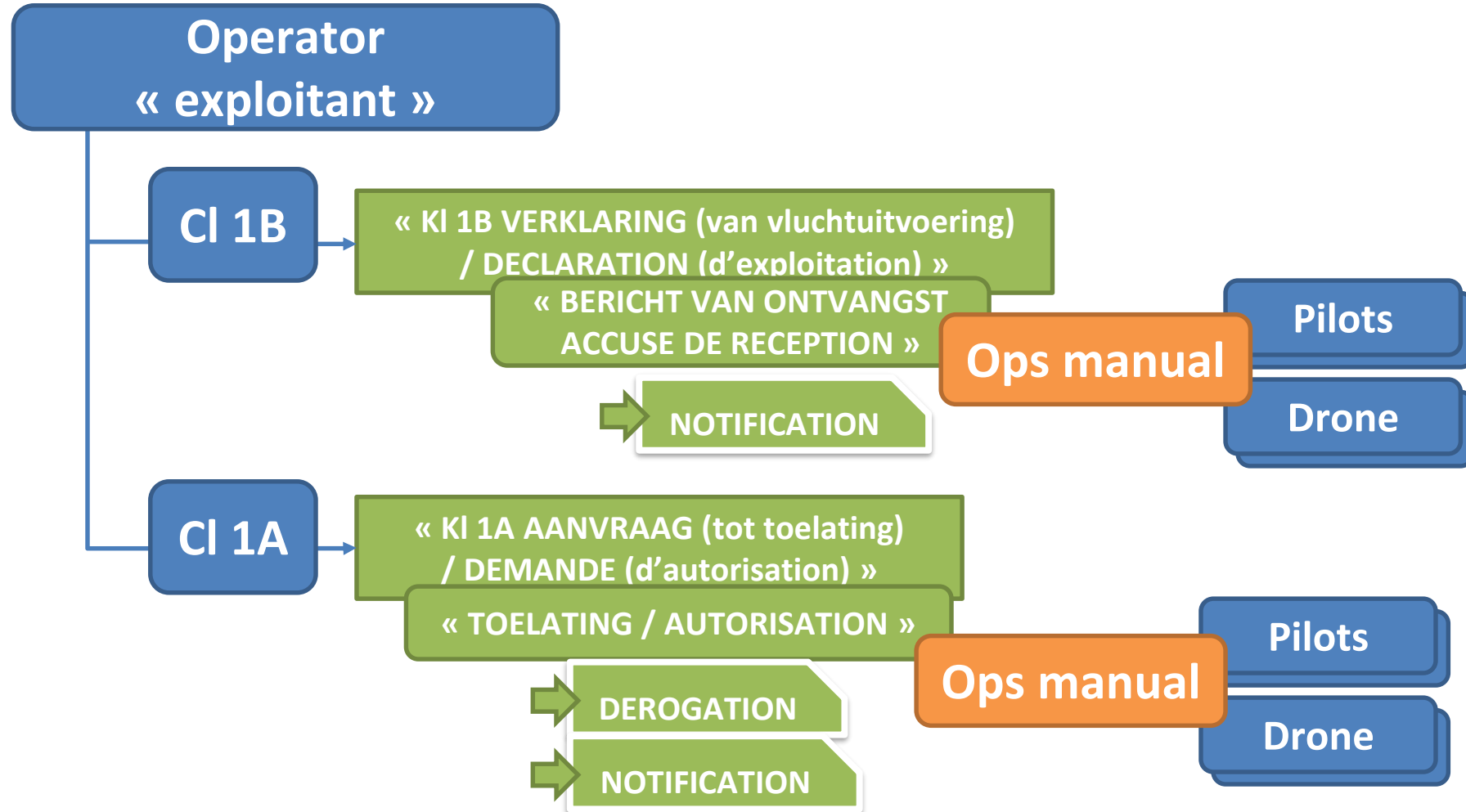
OR "bewijs van bevoegdheid/licence"



## Flight

According to Belgian law drones are **classified** into three classes: Recreational, Class2 and Class1 (with sub-classes 1a and 1b).

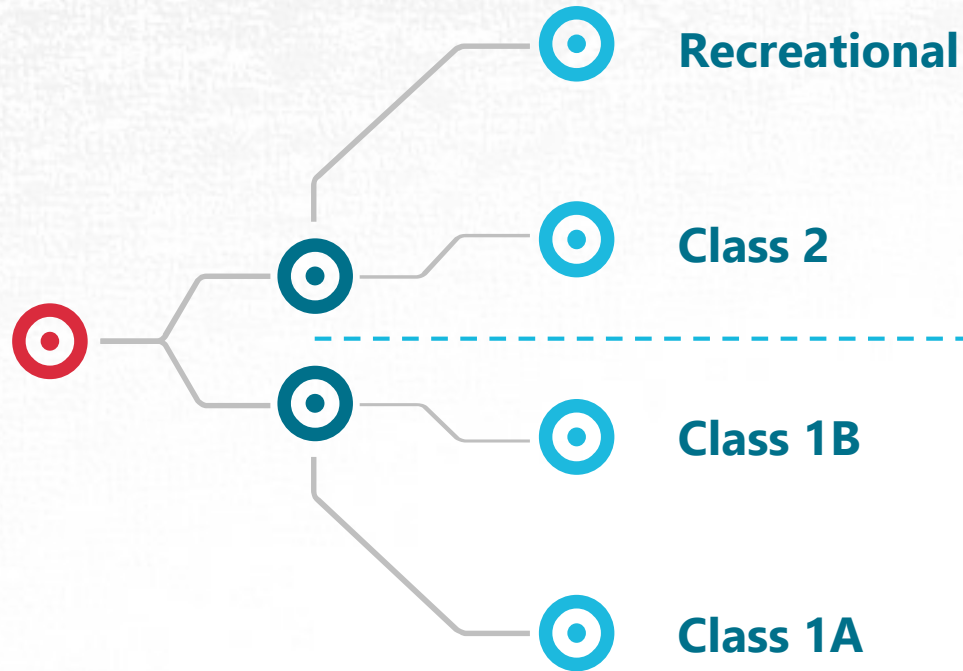
# The KB landscape



# Droneguide Classification



**Operator**



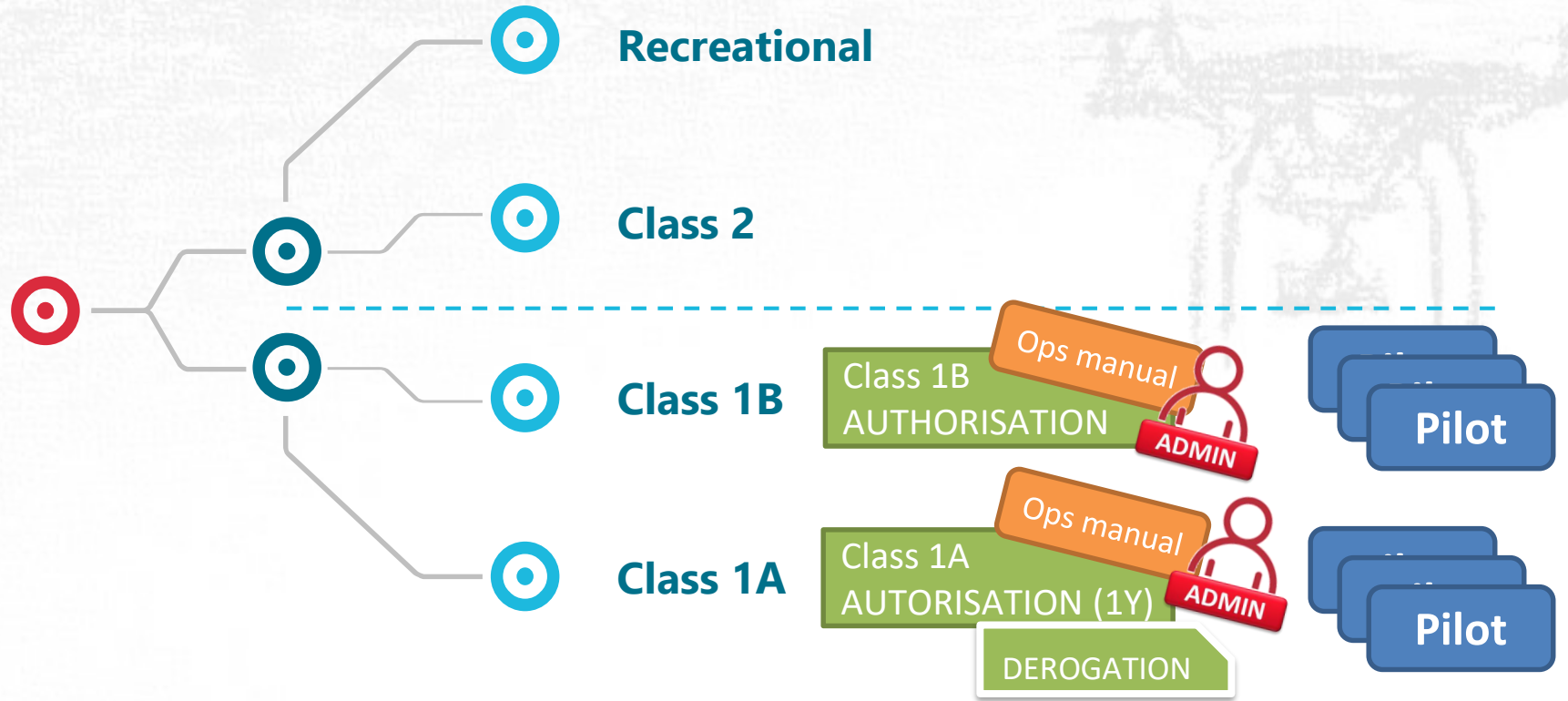
*Basic user*

*Advanced user*

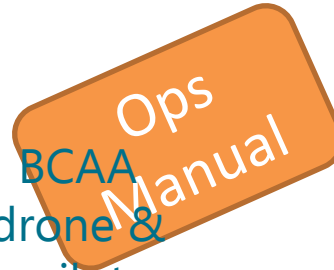
# Droneguide Classification



Operator



# Droneguide Classification



BCAA  
drone &  
pilot  
import

Flight validation,  
drone mgmt. &  
logbook

Pilot  
mgmt.  
& flight  
planning

Notification

Derogation



Operator

		Flight validation, drone mgmt. & logbook	Pilot mgmt. & flight planning	BCAA drone & pilot import	Notification	Derogation
	Recrea.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Class 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>						
	Class 1B	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Class 1A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

WHOAMI



WNO  
AMI



**Pilot with a 'class 1' license  
but NOT appearing on  
any valid ops manual  
of any Class 1 authorized operator**

WMO  
AM



Pilot with a 'class 1' license

but NOT a

any va

**You're in fact a class 2 operator**

of any Class 1 authorized operator



WNO  
AM



Pilot with a 'class 1' license  
appearing on a valid ops manual  
of a Class 1 authorized operator  
but you have *NOT* been assigned  
by the legal representative  
of that operator as **admin**

WMO  
AMM



Pilot with a /

c

bu

by

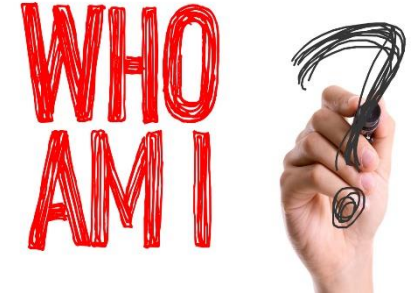
of

**Wait for an Email invite  
from the admin to become  
pilot within his operator  
organisation**

-

**CSAM login is not/never  
available for you**

# WHO AM I – QUICKSTART GUIDES



You are a CLASS 1 PILOT

You do not appear in the list of pilots of any valid Class 1 operator's OPS Manual

You should create a Class 2 operator account.

Quickstart Guide CL2

You appear in the list of pilots of a valid Class 1 operator's OPS Manual

You should wait for an invitation email sent by the operator admin

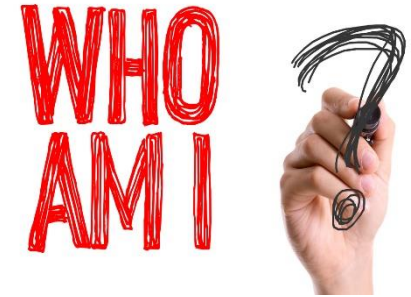
Quickstart Guide CL1 PILOT

You are both a Class1 pilot AND a legal representative of a Class 1 operator with either a valid 1B declaration or a valid 1A authorisation

Go to "You represent a CLASS 1 operator"

You represent a CLASS 1 operator

# ON-LINE QUICKSTART GUIDES



You are a CLASS 1 PILOT

You do not appear in the list of pilots of any valid Class 1 operator's OPS Manual

You appear in the list of pilots of a valid Class 1 operator's OPS Manual

You are both a Class1 pilot AND a legal representative of a Class 1 operator with either a valid 1B declaration or a valid 1A authorisation

You represent a CLASS 1 operator

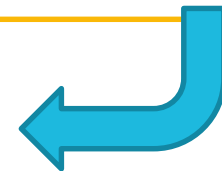
You should create a Class 2 operator account.

Quickstart Guide CL2

You should wait for an invitation email sent by the operator admin

Quickstart Guide CL1 PILOT

Go to "You represent a CLASS 1 operator"



WHO  
AMI



**You are the legal representative  
of a Class 1 authorized operator**

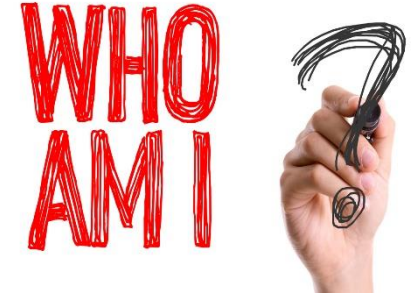
WHO  
AMI



**You are the legal representative  
of a Class 1 authorized operator**

***and most probably also  
mentioned as pilot  
in the ops manual***

# WHO AM I – QUICKSTART GUIDES



You represent a CLASS 1 operator

The operator is a person (NRN)

The operator is a person and automatically has the role of Droneguide 'Operator Admin'

Quickstart Guide  
CL1 PERSON

The operator has a VAT number

The role of Droneguide 'Operator Admin' is assigned to a person by the legal representative of the operator using the eGov Role Management portal

Quickstart Guide  
CL1 COMPANY

## User profiles & getting started



You fly in Class 1



You fly in Class 2



You fly in the recreational class

## How to access



## Support

FREQUENTLY ASKED QUESTIONS →



### User guides

DRONEGUIDE APP →

DRONEGUIDE MAP →

DRONEGUIDE PORTAL →

CSAM - TOEWIJZEN DRONEGUIDE ROL →

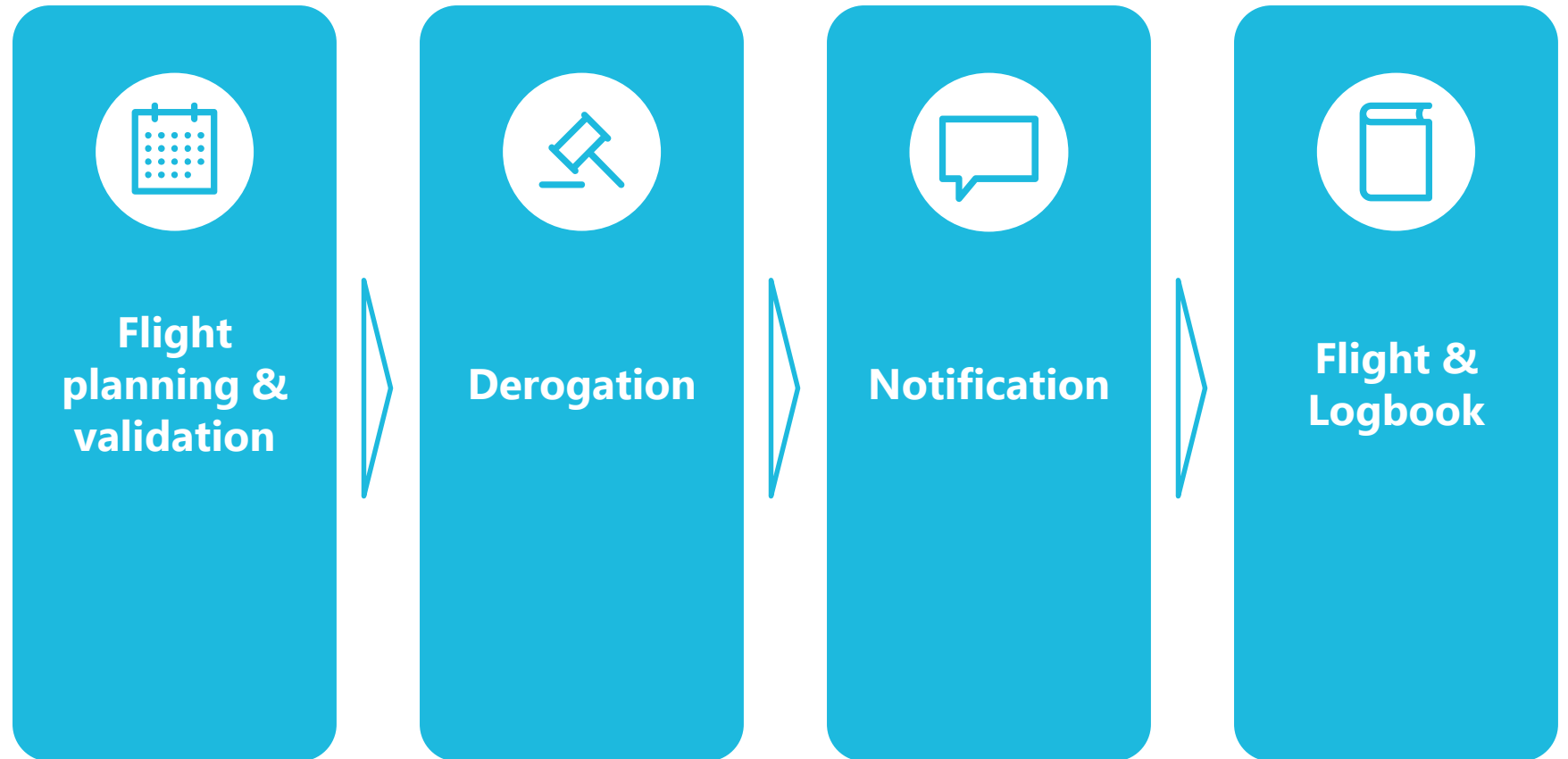
CSAM - ATTRIBUTION DU RÔLE DRONEGUIDE →



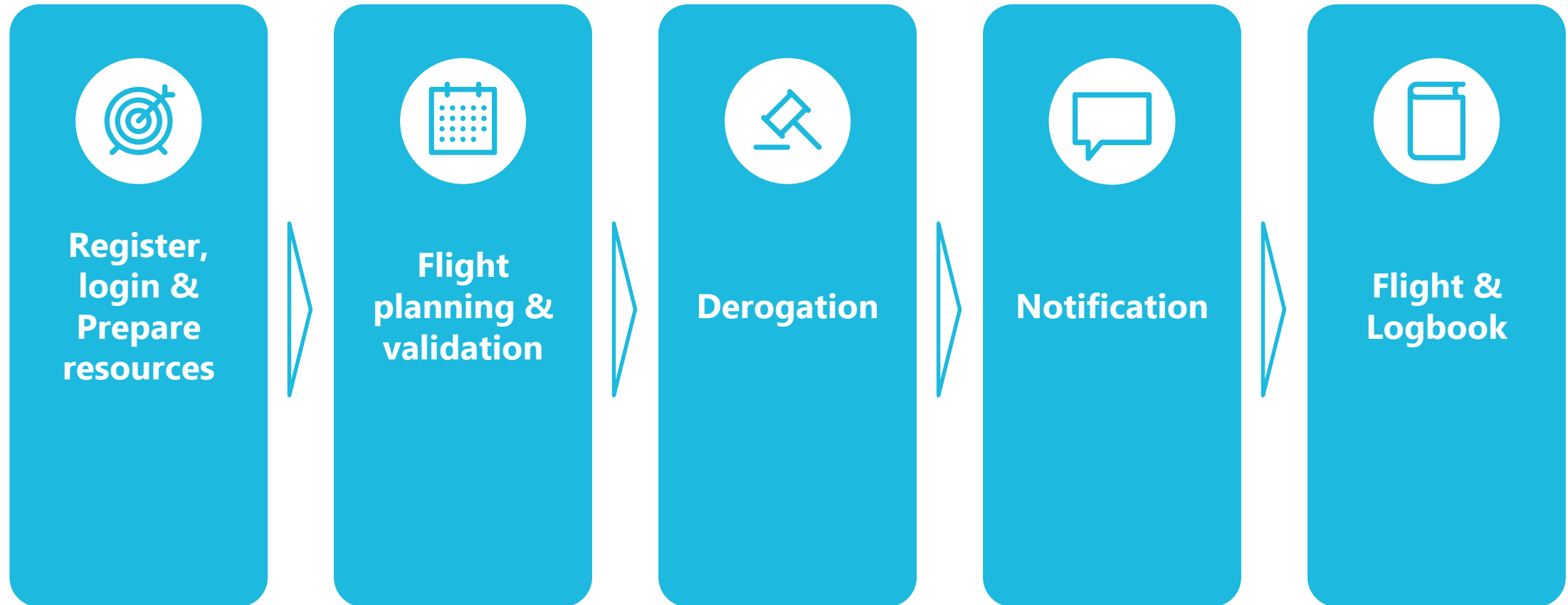
WHO  
AM I



# Your workflow



# Droneguide workflow



# Droneguide workflow



Register,  
login &  
Prepare  
resources

QUICK START GUIDE →

5 actions to get started

# STEP 1: Check your droneguide role & get the proper account going

## User guides

CSAM – TOEWIJZEN DRONEGUIDE ROL →

CSAM – ATTRIBUTION DU RÔLE DRONEGUIDE →

- Google « E-gov role management »
- Or directly go to <https://iamapps.belgium.be/rma/generalinfo?redirectUrl=%2Frma#>
- Go and check your role (« FODMOB Droneguide »)

# STEP 1: Check your droneguide role & get the proper account going

The screenshot shows the Skeyes user interface. At the top right, there is a user profile icon, the name '<Your name>', and a '(Log out)' link. Below this is a navigation bar with a home icon and several menu items: 'My outstanding tasks', 'My role assignments' (highlighted with a red box), 'Role assignment management', 'Invitation management', and 'My Dashboard'. The main content area is titled 'My role assignments' and includes two tabs: 'Current role assignments' and 'All role assignments'. A sub-header reads 'Overview of role assignments' with a help icon. Below this, the 'Enterprise' is identified as '<Your operator>' with a 'Hide details' link. A 'Contact details' section shows the 'E-mail address \*' as '<Your e-mail address>' with a 'Change my details' button. A table displays role assignments with columns for Role, Start-date, End-date, Status, and Details. The row for 'FpsMob droneguide user' is highlighted with a red box, showing a start date of '13/02/2019', an 'Unlimited' end date, and an 'Active' status (also highlighted with a red box). Below the table, a warning message states: 'By performing this action, you are requesting the final termination of all role assignments for this enterprise. Please bear in mind that your request will first require approval.' A 'Terminate all role assignments for this enterprise' button is located at the bottom of the section.

My role assignments

Current role assignments All role assignments

On this page, you will find an overview of all role assignments that have been allocated to you.

Overview of role assignments

Enterprise: <Your operator> [Hide details](#)

Contact details

E-mail address \* <Your e-mail address>

[Change my details](#)

Display 10 role assignments per page Search

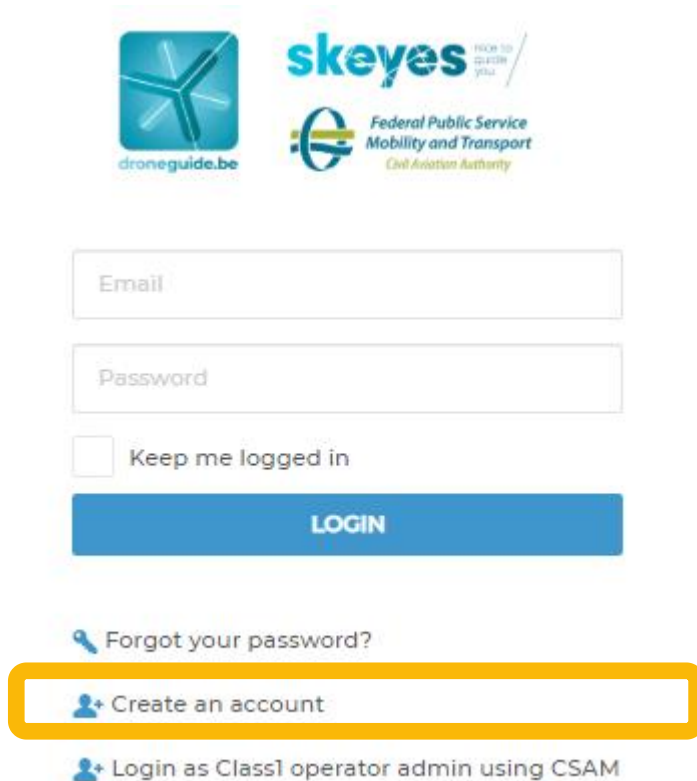
Role	Start-date	End-date	Status	Details
CBE - Legal representative		Unlimited	Active	No details
FpsMob droneguide user	13/02/2019	Unlimited	Active	<a href="#">Details</a>

By performing this action, you are requesting the final termination of all role assignments for this enterprise. Please bear in mind that your request will first require approval.

[Terminate all role assignments for this enterprise](#)

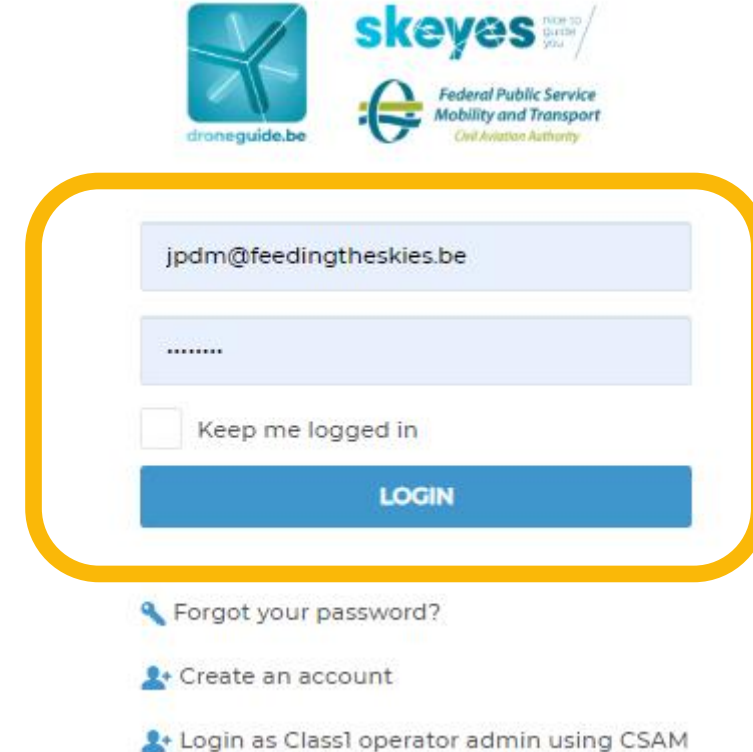
# STEP 1: Check your dronerguide role & get the proper account going

You're new to Dronerguide



The screenshot shows the login page for dronerguide.be. At the top left is the dronerguide.be logo, and at the top right is the skeyes logo with the tagline 'nice to guide you' and the Federal Public Service Mobility and Transport Civil Aviation Authority logo. Below the logos are two input fields: 'Email' and 'Password'. There is a checkbox for 'Keep me logged in' and a blue 'LOGIN' button. At the bottom, there are three links: 'Forgot your password?' (with a key icon), 'Create an account' (with a person icon and a plus sign), and 'Login as Class1 operator admin using CSAM' (with a person icon and a plus sign). The 'Create an account' link is highlighted with a yellow rounded rectangle.

You had an existing account on Dronerguide



The screenshot shows the login page for dronerguide.be, identical to the one for new users. The 'Email' field contains the text 'jpdm@feedingtheskies.be' and the 'Password' field contains a series of dots. The 'Keep me logged in' checkbox is unchecked, and the blue 'LOGIN' button is visible. The entire login form area, including the input fields, checkbox, and button, is enclosed in a yellow rounded rectangle. At the bottom, there are three links: 'Forgot your password?' (with a key icon), 'Create an account' (with a person icon and a plus sign), and 'Login as Class1 operator admin using CSAM' (with a person icon and a plus sign).

# STEP 1: Check your droneguide role & get the proper account going

You're new to Droneguide

Use one of your Email addresses to create your 'admin account'

Click on the link in the confirmation Email in your inbox

Select Commercial Class 1 in the dropdown menu

You will be redirected to CSAM for login

You had an existing account on Droneguide

Login with your existing Email & password (or 'forgot password')

Push the profile button on top right corner

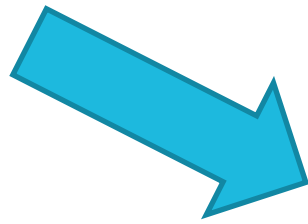
Click on class selection and upgrade from « Recreational » to « Class 1 »

You will be redirected to CSAM for login



# STEP 1: Check your droneguide role & get the proper account going

As an operator, from now on log in using CSAM



droneguide.be

skeyes nice to guide you

Federal Public Service  
Mobility and Transport  
Civil Aviation Authority

password

Keep me logged in

LOGIN

[Forgot your password?](#)

[Create an account](#)

[Login as Class1 operator admin using CSAM](#)

# STEP 2: Check your BCAA imported pilots and drones

Class1 Operator Incl. BCAA data import

User = account

The screenshot displays the 'skeyes' web interface. On the left is a dark sidebar menu with a red dashed box around the 'Drones' and 'Users' items. The main content area is titled 'ACTIVITY TIMELINE' and is divided into 'CURRENT & FUTURE OPERATIONS' and 'PAST OPERATIONS'. The 'CURRENT & FUTURE OPERATIONS' section shows three entries, each with a 'STARTS IN' label (14, 15, and 15 days), an 'OPERATION NAME', 'START' and 'END' times, 'DRONE' type, and 'OPERATIONAL EXECUTION' (PUBLISHED) and 'FLIGHT STATUS' (LANDED). The 'PAST OPERATIONS' section shows three entries with similar details. A 'LOAD MORE' button is at the bottom left of the main content area.

Drone list

Pilot list

# STEP 2: Check your BCAA imported pilots and drones

Welcome Michel!

**ACTIV**

**Your (old) recreational 'operator' FEEL FREE TO IGNORE or CHANGE THE NAME**


**Uwaerts Michel**

OPERATION NAME	START	OPERATIONAL EXECUTION	FLIGHT STATUS
Gilles à Tervuren	29/05/2019 11:30:08	PUBLISHED	LANDED
test zemst CTR	14/05/2019 18:15:46	PUBLISHED	LANDED
test trad	30/05/2019 10:14:42	PUBLISHED	LANDED
gilles derog 1	30/05/2019 11:02:13	PUBLISHED	LANDED
Samen onderweg	14/05/2019 17:13:01	PUBLISHED	LANDED
rogue-001	14/05/2019 17:12:56	PUBLISHED	LANDED

LOAD MORE

# STEP 3: Populate all your BCAA-imported drones with their MTOM & dimensions

UPDATE DRONE



REGISTRATION REFERENCE  
OO-11JG

CALLSIGN  
My main drone

MANUFACTURER  
DJI

MODEL

SERIAL #  
03Q0014024

MAXIMUM TAKE-OFF MASS  
kg  
MTOM is required.

TYPE  
Rotary wing

See/edit drone details



CHANGE PICTURE

## TECHNICAL SPECIFICATIONS

### Type

Rotary wing

### Subtype

Quadcopter

### Weight

(in kilograms)

3

### Width

(in millimeters)

900

### Height

(in millimeters)

400

### Length

(in millimeters)

1200

### Wingspan

(in millimeters)

2300

## DJI - DJI SPREADING WINGS S1000

### REGISTRATION REFERENCE

OO-11JG

### SERIAL #

03Q0014024

### CALLSIGN

My main drone

### ICAO ADDRESS

### IMSI

### MANUFACTURER

DJI

### MODEL

## FLIGHT SPECIFICATIONS

### Endurance

(in minutes)

### Payload capacity

(in kilograms)

### Maximum take-off mass

(in kilograms)

5

### Maximum operating altitude

(in meters)

### Maximum speed

(in meters per second)

### Minimum operating temperature

(in °C)

### Maximum operating temperature

(in °C)

## CONTROL SPECIFICATIONS

### Control operating range

(in meters)

### Radio frequency

(in GHz)

### Control system mode

(eg remote control, tablet, phone)

# STEP 4: Invite your pilots, INCLUDING YOURSELF

Users



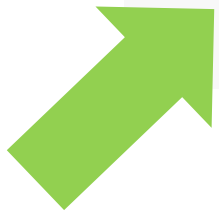
DRAG COLUMNS HERE TO GROUP.

ACTION	FIRST NAME	LAST NAME	MOBILE	EMAIL	STATUS	SOURCE
--------	------------	-----------	--------	-------	--------	--------

⋮	Sam	Wolters Van Der We			REQUESTED	DGLV
	Toto	Le Héros	0497123456	toweb@mailinator.com	ACTIVE	

✕	✉	m	Joachims		REQUESTED	DGLV
---	---	---	----------	--	-----------	------

Send invitation



## STEP 4: Invite your pilots, INCLUDING YOURSELF

**If your name appears in the list of BCAAs imported pilots:**

**USE A DIFFERENT E-MAIL ADDRESS THAN YOUR ADMIN ACCOUNT**



# Pilot invitation statuses

**STILL TO BE INVITED:**

<i>AANGEVRAAGD</i>	<i>DEMANDE</i>	<i>REQUESTED</i>
--------------------	----------------	------------------



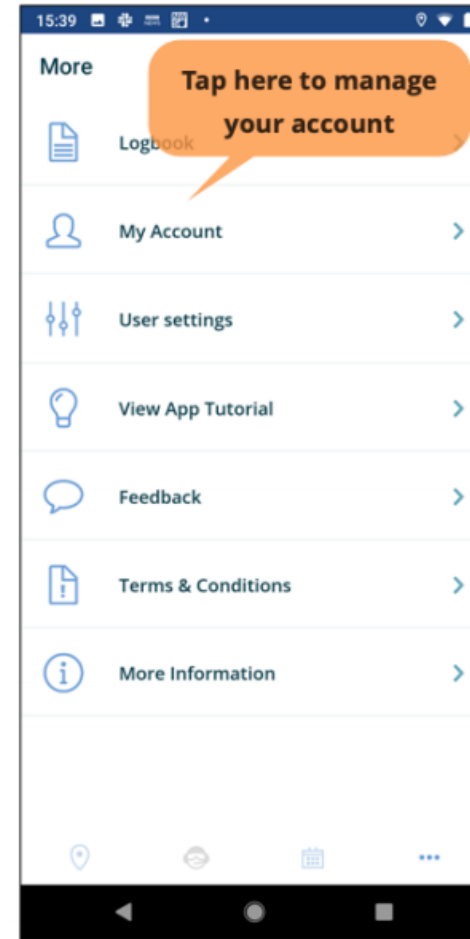
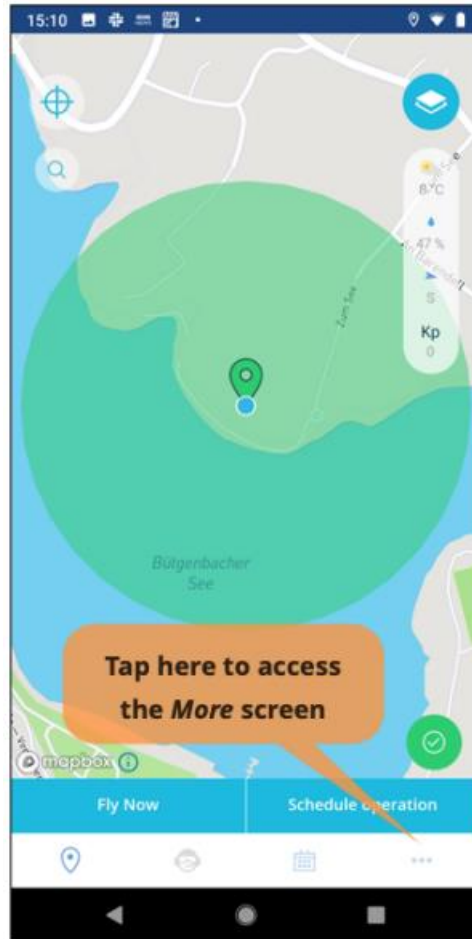
**INVITATION SENT BY ADMIN BUT NOT YET ACCEPTED BY PILOT:**

<i>IN AFWACHTING</i>	<i>EN ATTENTE</i>	<i>PENDING</i>
----------------------	-------------------	----------------

**INVITATION SENT BY ADMIN AND ACCEPTED BY PILOT:**

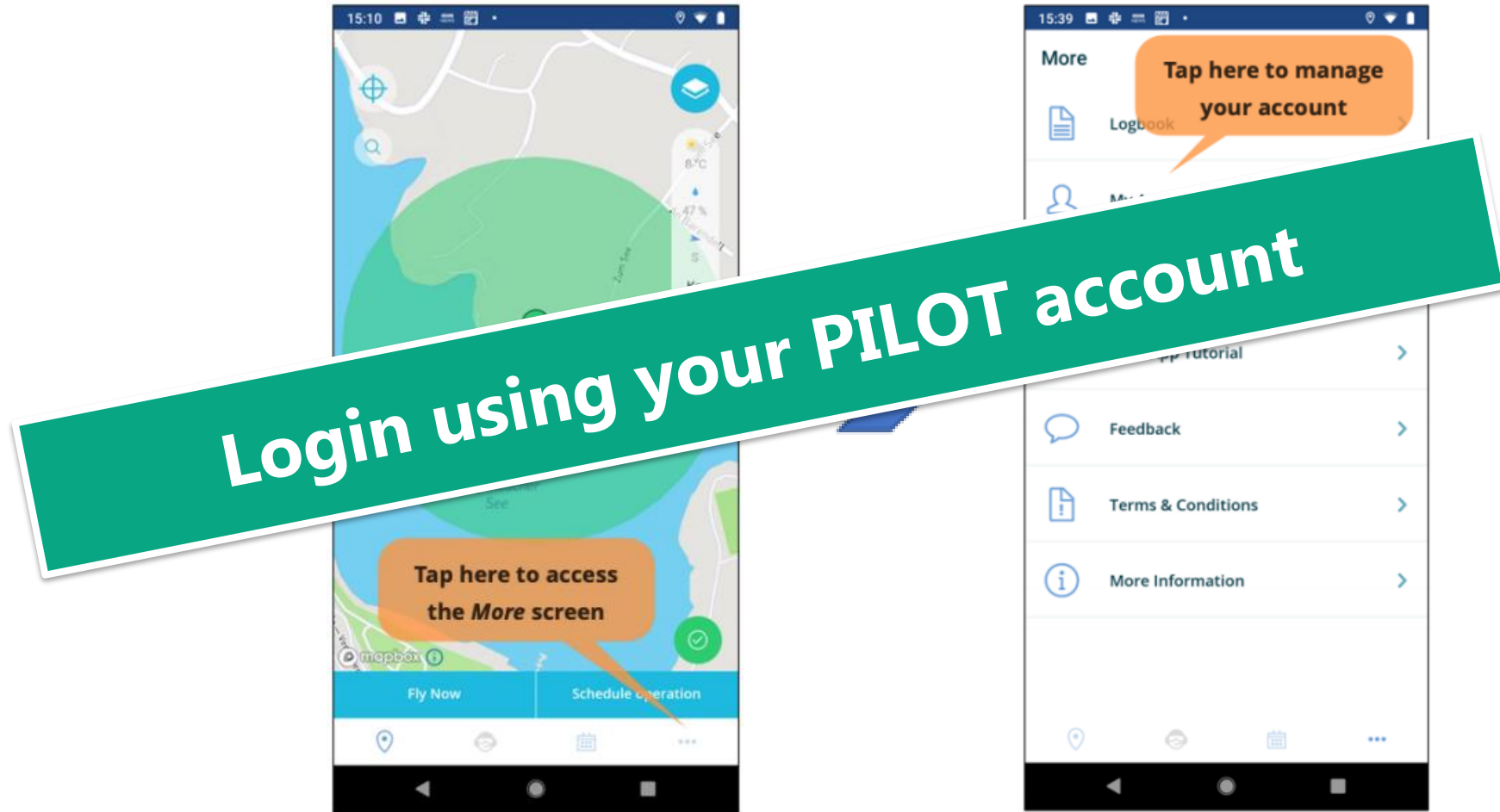
<i>ACTIEF</i>	<i>ACTIF</i>	<i>ACTIVE</i>
---------------	--------------	---------------

# Step 5: SET THE CORRECT OPERATOR SELECTION IN THE MOBILE APP: switch from your recr. to your Class 1 operator



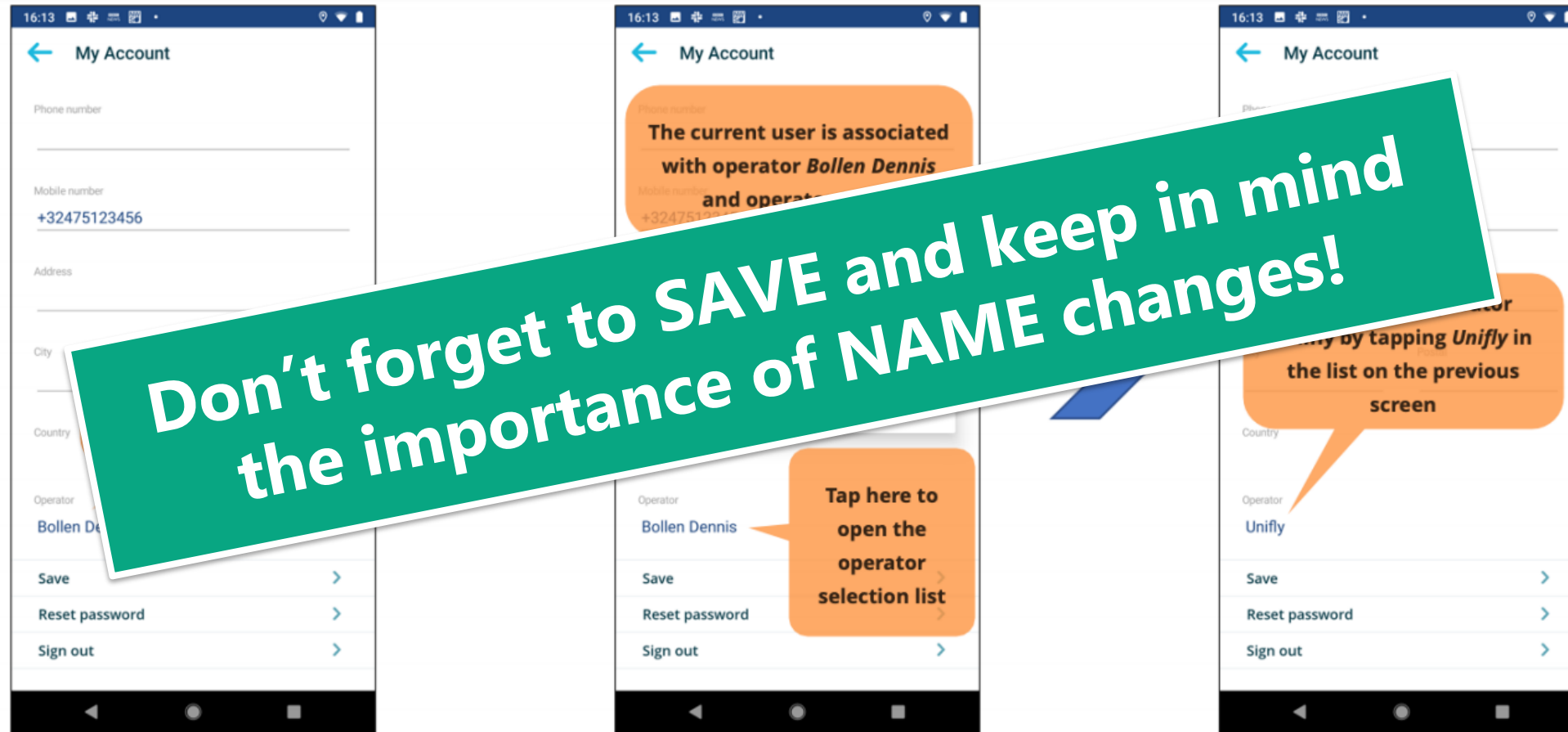


# Step 5: SET THE CORRECT OPERATOR SELECTION IN THE MOBILE APP: switch from your recr. to your Class 1 operator

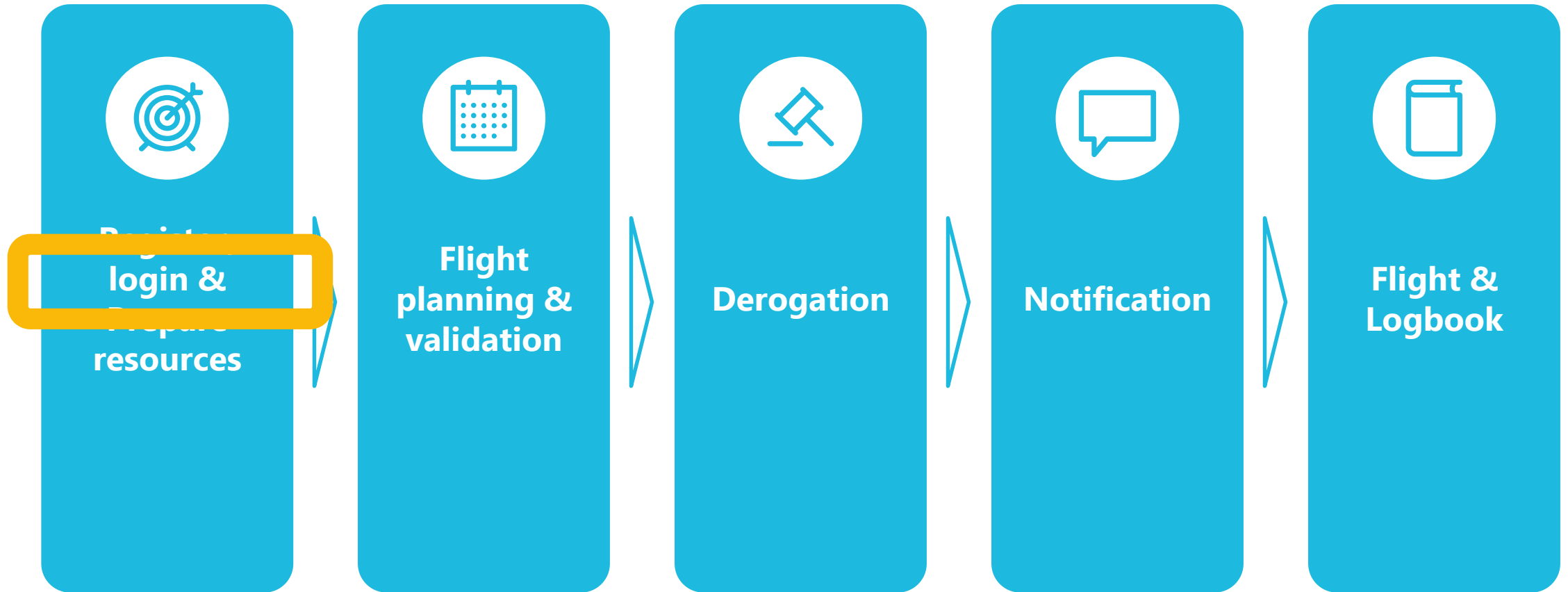


Login using your PILOT account

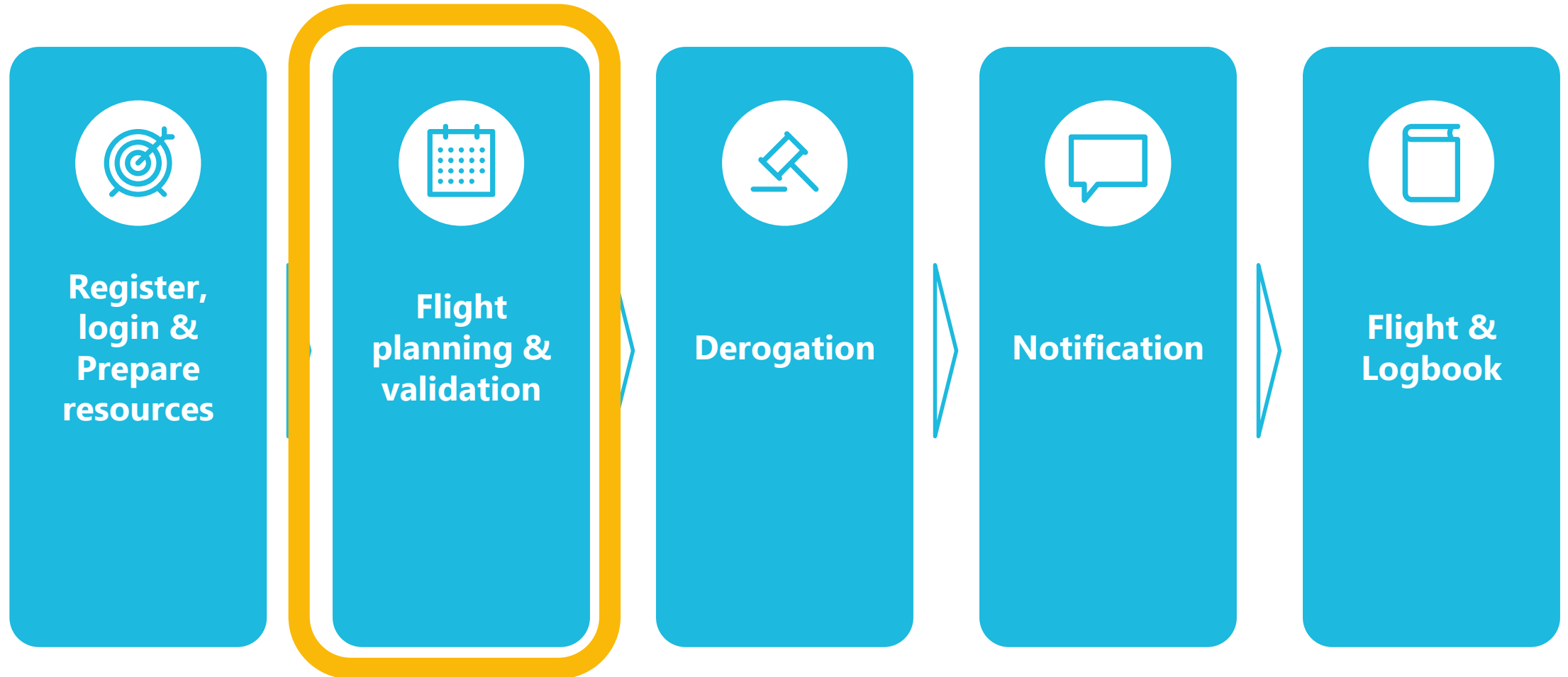
# Step 5: SET THE CORRECT OPERATOR SELECTION IN THE MOBILE APP: switch from your recrea to your Class 1 operator



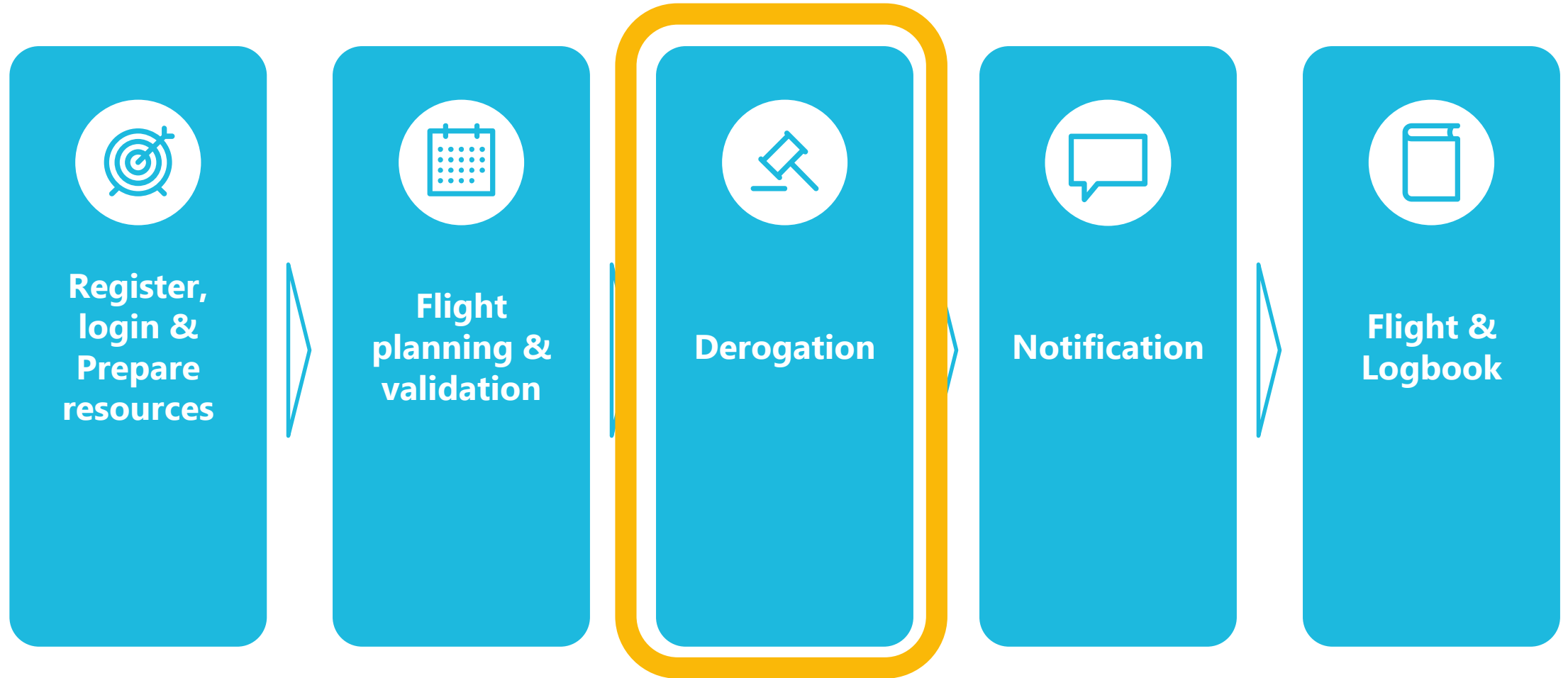
# Droneguide workflow



# Droneguide workflow

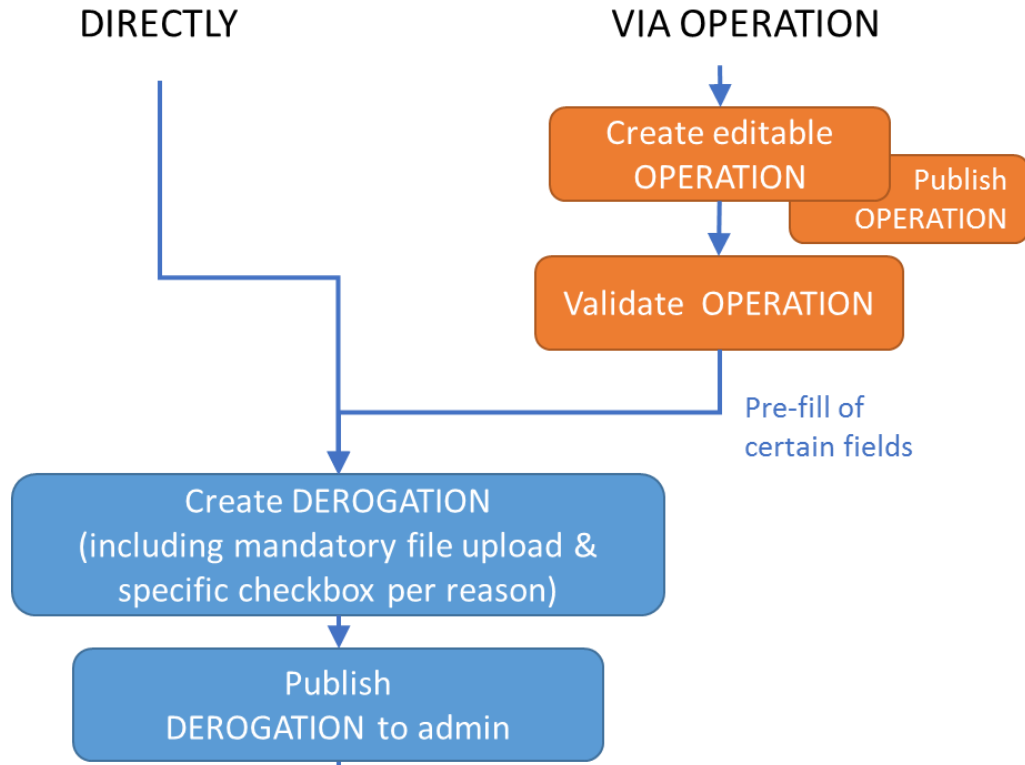


# Droneguide workflow

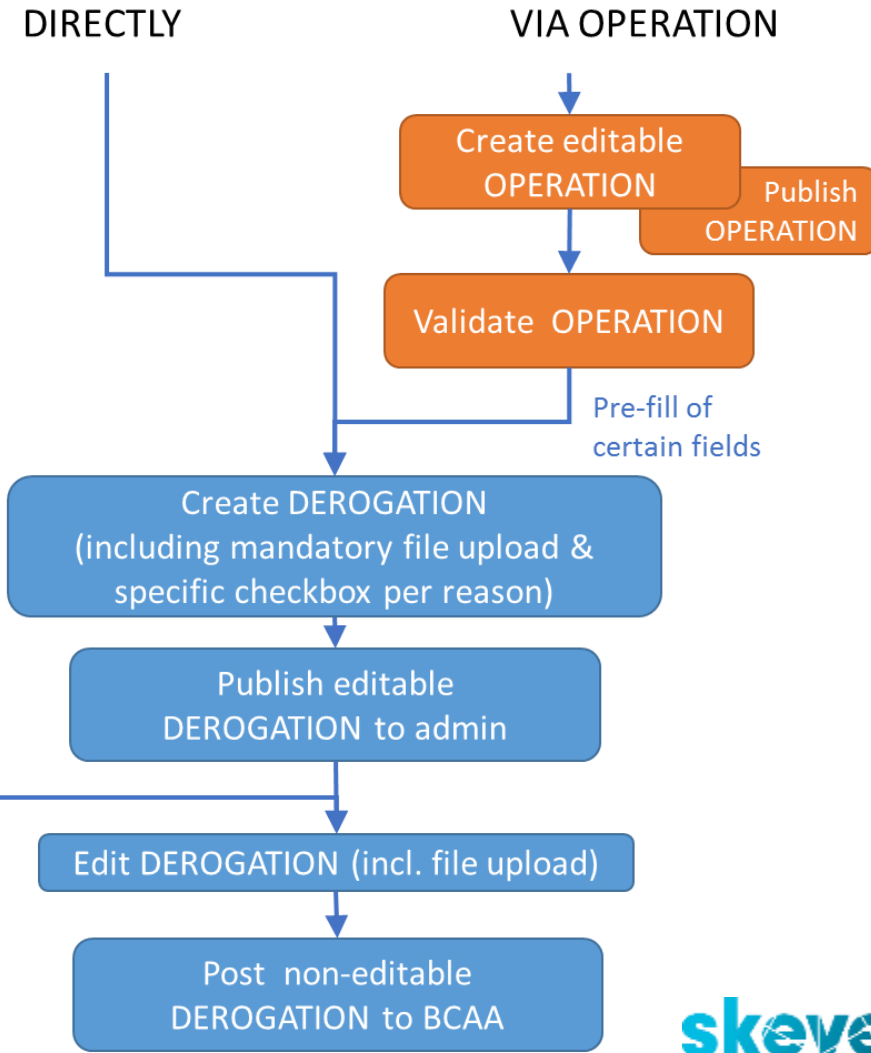


# Creating a derogation

## BY A PILOT



## BY THE OPERATOR ADMIN



# Derogation flow of status

Creation by pilot  
or admin

Actie van operator vereist	Action de l'opérateur requise	Operator action required
----------------------------	-------------------------------	--------------------------

# Derogation flow of status

Creation by pilot  
or admin

Actie van operator vereist

Action de l'opérateur requise

Operator action required

Sent by admin

Ref. nr. added

Bevoegdheidsactie vereist

Action de l'autorité requise

Authority action required



# Derogation flow of status

Creation by pilot  
or admin

Actie van operator vereist

Action de l'opérateur requise

Operator action required

Sent by admin

Ref. nr. added

Bevoegdheidsactie vereist

Action de l'autorité requise

Authority action required

**AFTER FINAL BCAA JUDGEMENT:  
NEGATIVE or POSITIVE STATUS**

# Derogation flow of status

Creation by pilot or admin

Actie van operator vereist	Action de l'opérateur requise	Operator action required
----------------------------	-------------------------------	--------------------------

Sent by admin

Ref. nr. added

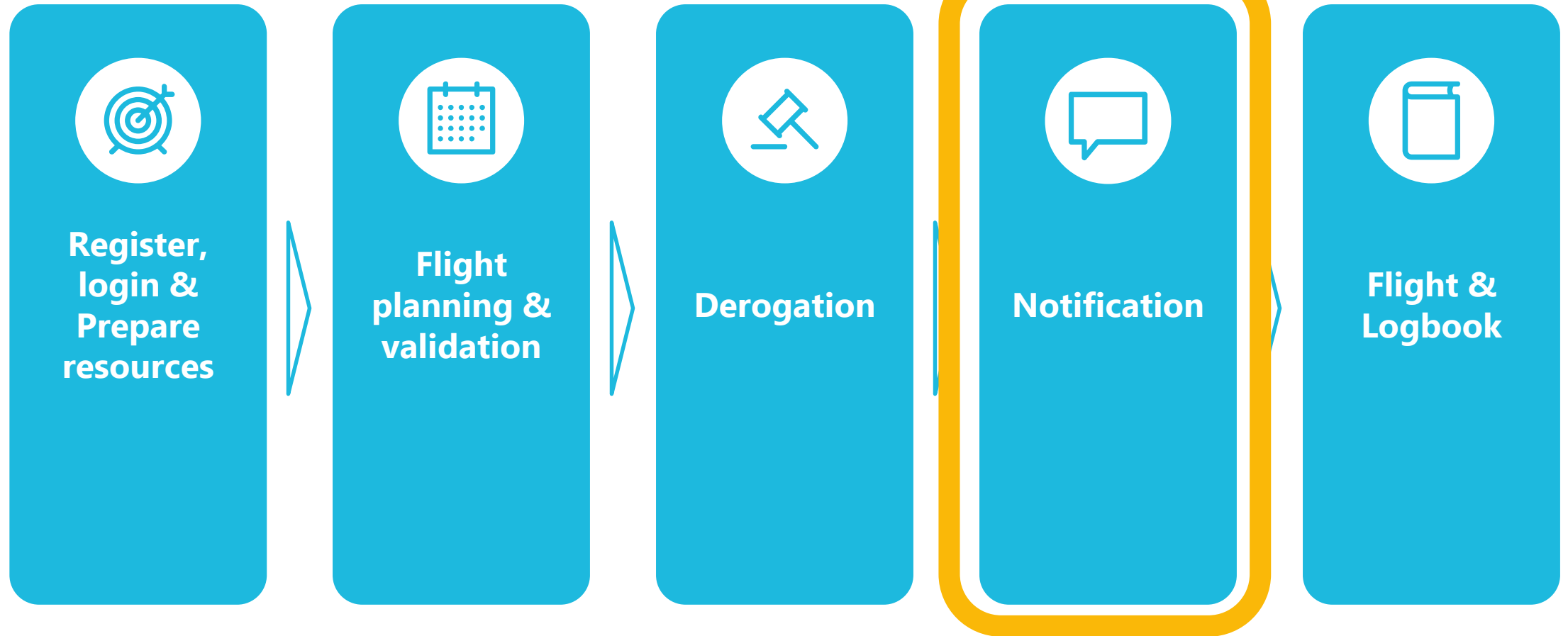
Bevoegdheidsactie vereist	Action de l'autorité requise	Authority action required
---------------------------	------------------------------	---------------------------

**AFTER FINAL BCAA JUDGEMENT:  
NEGATIVE or POSITIVE STATUS**

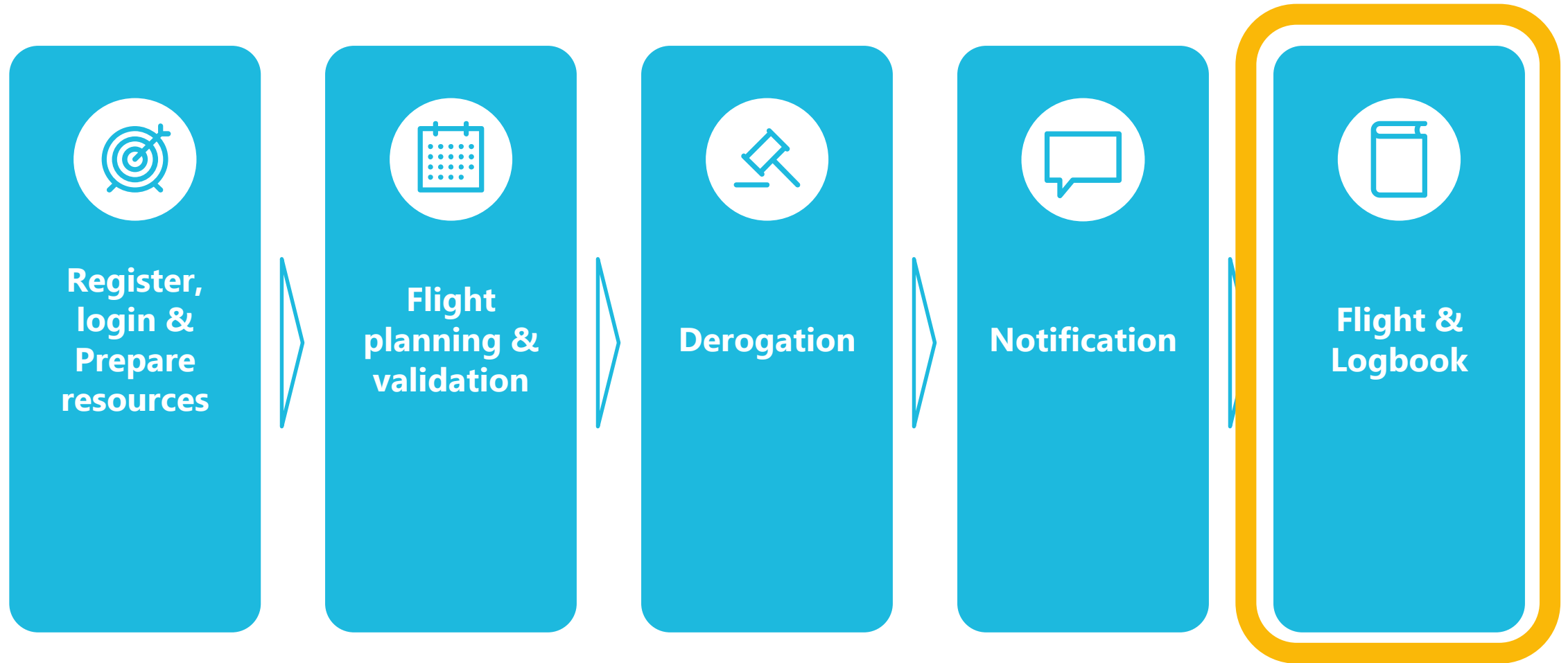
Get support involved

In afwachting	En attente	Pending
---------------	------------	---------

# Droneguide workflow



# Droneguide workflow



## Practicalities

Launch 12/9

- Operational
- BCAA 3 month transition period (11/12/2019)
- Fall back through [rpas.ops@mobilit.fgov.be](mailto:rpas.ops@mobilit.fgov.be)

Questions?

- Droneguide project team on standby during high care period
- Central e-mail address: [droneguide@skeyes.be](mailto:droneguide@skeyes.be)





# Support

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FREQUENTLY ASKED QUESTIONS →