

# Accident Information Report Operation Manual

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## <Accident Information Report>

### 01. Accident Information Registration Method

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# 01. Introduction (For Those Wishing to Register Accident Information)

- In the Drone Information Platform System, you can register, update and reference accident information.
- 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.
- We send all types of email notifications to the registered email addresses when registering applicant information. The contents of email include information necessary for using the system and information such as the status of review of the application form, so before using the system, check whether the domain of "[information@dips.milt.go.jp](mailto:information@dips.milt.go.jp)" can be received with your mail inbox setting.

## 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 Accident Information Registration

Prepare the following information to register new accident information.

Various Information	Item	
Applicant information	<ul style="list-style-type: none"> <li>Corporate name/number</li> <li>Representative name</li> <li>Address</li> </ul>	<ul style="list-style-type: none"> <li>Name</li> <li>Furigana</li> <li>Manager department name</li> <li>Telephone</li> <li>Email address</li> </ul>
Accident information	<ul style="list-style-type: none"> <li>Type of accident</li> <li>Permission and approval number</li> <li>Permission and approval date</li> <li>Pilot</li> <li>Aircraft</li> <li>Date of occurrence</li> </ul>	<ul style="list-style-type: none"> <li>Location of occurrence</li> <li>Flying route</li> <li>Status of damage</li> </ul>
Others	<ul style="list-style-type: none"> <li>Drone Information Platform System account (Three alphanumeric characters and six numbers Example: ABC123456)</li> <li>gBizID Prime (or gBizID Member) Account</li> </ul>	

\* Of the applicant information, for your corporate name, number and representative name and location, information obtained from gBizID will automatically be applied, so it is not possible to change from this application input screen.

If you want to make changes, change the gBizID information first.

## 04. Steps for Accident Information Registration

Implement the registration of the accident information with the following steps in the Drone Information Platform System.

### Start accident information registration

#### 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 Accident Report List Screen

Press the Accident Information List button in the main menu.

#### Step 3: Select the Type of New Accident Report

Select the type of incident information to report.

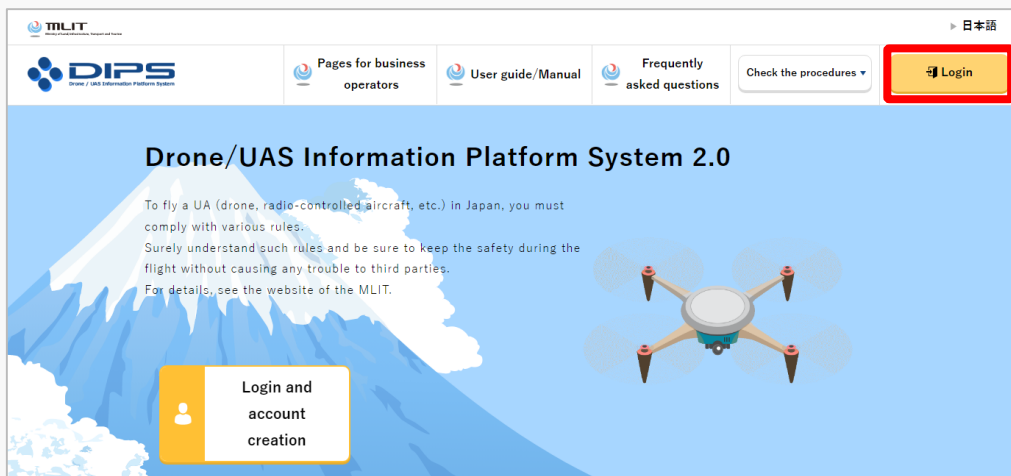
#### Step 4: Enter the Accident Information

Enter the accident information and make the report.

### Accident information registration is completed.

The Civil Aviation Bureau will confirm the content of the registration.

## 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.

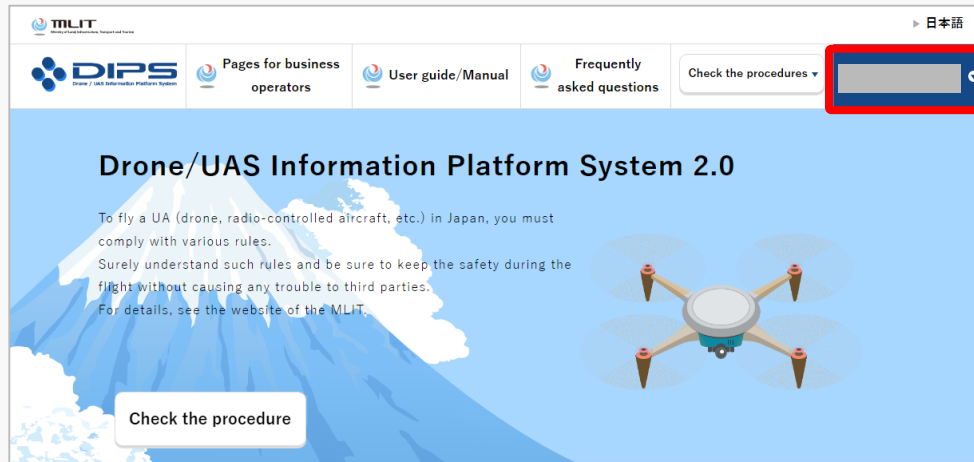
On the Log In page, enter your ID and password (set up when opening the account) and press the "Log In" button.

### Points to note!

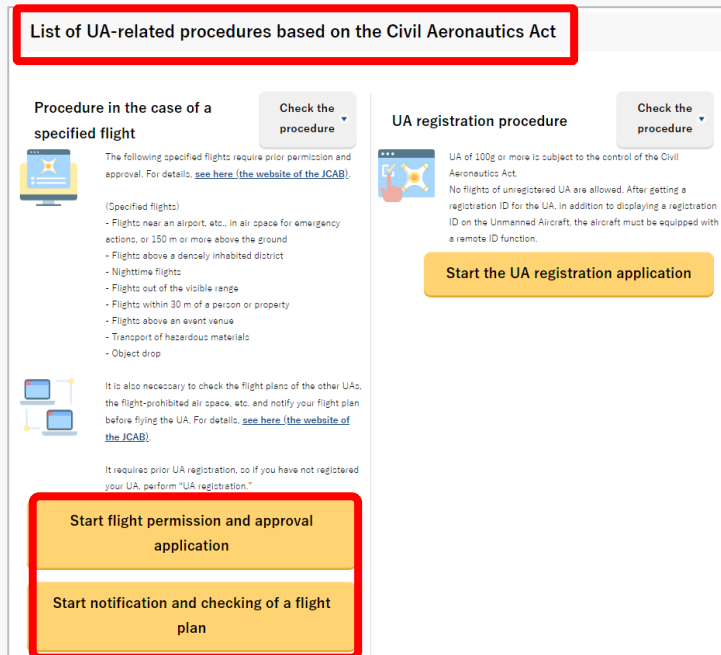
You need a Drone Information Platform System account to log in. If an account has not been set up, then open an account first.

\*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 UAS certification and UA remote pilot certification

### Acquisition procedure of UA certification and UA remote pilot certification

Check the procedure

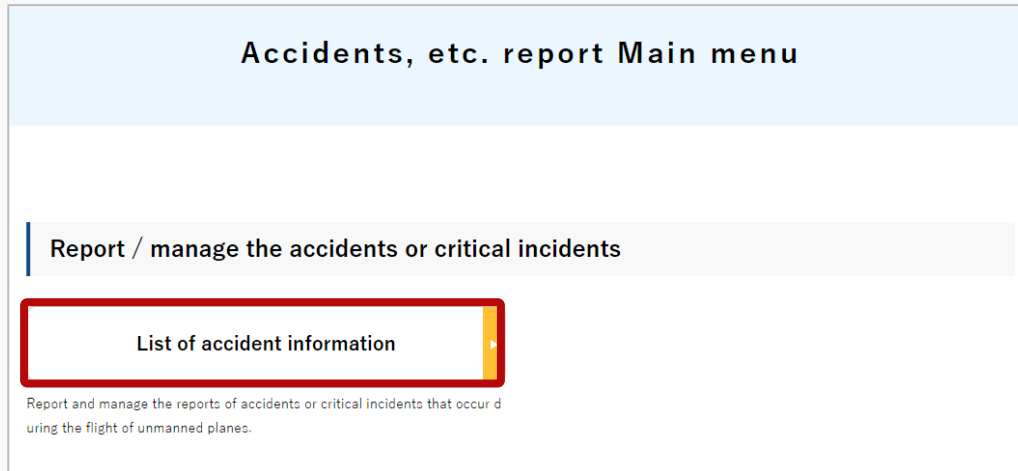


Flying a UA above a third-party land out of visible range without any accident or omission of permission or approval in a certain specified flight requires UA certification of the UA to fly and UA remote pilot certification of the operator. For details of UA certification and competence certification, [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 Accident Report List Screen



After logging in, press the "Start the reporting of an accident, etc." button to open the accident report main menu.

Press the "List of accident information" button.

# 07. Step 3: Select the Type of New Accident Report

List of accidents, etc. report (applicant)

List of the report of an accident etc. involving an applicant.  
Click "Details" to check the description or additional report.

No	Accidents, etc. reception number	Category of accidents, etc.	Permission approval number	Report date	Status
1					
2					

9

10

<<

<

1

2

3

4

5

>

>>

Report Accident (Flight submitted under DIPS2.0)

Report Accident (Other flights)

The reporting method will vary depending on whether there is a prior flight permit and approval application.

If you are applying for flight permit or approval in advance using the Drone Information Platform System, press the "Report Accident (Flight submitted under DIPS2.0)".

Procedure to [08. Step 4: Enter the Accident Information \(for Electronic Application\)](#)

If you have not applied for a flight permit or approval in advance with the Drone Information Platform System with your logged-in account :

Press the "Report Accident (Other flights)".

Procedure to [08. Step 4: Enter the Accident Information \(When Not for Electronic Application\)](#)

## 08. Step 4: Enter the Accident Information (for Electronic Application) (1/9)

Registration of accident information (electronic applications)

Accidents, etc. report

Category of accidents, etc. (1)  
☒ Accidents ☐ Critical incidents

Accidents, etc. type (2)  
☐ Death or injury caused by an unmanned plane ☐ Damage to a third person's property by an unmanned plane  
☐ Collision or contact with an aircraft ☐ Accident that had a possibility of collision or contact with an aircraft  
☐ Accident where an unmanned plane became uncontrollable during a flight or the loss of an unmanned plane because it became uncontrollable  
☐ Unmanned plane catching fire during a flight  
☐ Other (If selected, fill in the columns below)

Permission / approval number (3)

Date of permission / approval

Report destination

Reporter information (1)  
 Reporter name   
 Address Country / Region  Prefecture   
 City/town/Village and the following address   
 Phone number  +81   
 E-mail address

Person who was flying a plane (operator) (1)  
   
 Name  
 Competence authentication number  
 UA remote pilot certificate number  
 Address  
 Affiliation

Enter the accident information.

(1) Select "Accidents" or "Critical incidents" in the "Category of accidents, etc." field.

For more information on Accidents and Serious Incidents, please click on the link below.

<https://www.mlit.go.jp/koku/content/001520661.pdf>

\* If a report is marked as "not reportable" during the screening process, "not reportable" will be added to the additional report and cannot be changed.

(2) Select all that apply to the "Accidents, etc. type" field. If "Other (If selected, fill in the columns below)" is selected, enter the contents in the blank field.

(3) Select from the list of permit numbers obtained when applying for a flight permit or approval in the "Permission / approval number" field. After selecting, press the "Select" button automatically to apply the permission, and approval date, and reporting destination.

## 08. Step 4: Enter the Accident Information (for Electronic Application) (2/9)

Registration of accident information (electronic applications)

Accidents, etc. report

Category of accidents, etc. ①

☒ Accidents ☐ Critical Incidents

Accidents, etc. type ①

☐ Death or injury caused by an unmanned plane ☐ Damage to a third person's property by an unmanned plane

☐ Collision or contact with an aircraft ☐ Accident that had a possibility of collision or contact with an aircraft

☐ Accident where an unmanned plane became uncontrollable during a flight or the loss of an unmanned plane because it became uncontrollable

☐ Unmanned plane catching fire during a flight

☐ Other (If selected, fill in the columns below)

Permission / approval number ①

東空運航第22434号 Select

Date of permission / approval

Report destination

Report destination selection

Reporter information ① (4)

Reporter name

Address Country / Region 日本/Japan Prefecture 北海道

City/town/village and the following address

Phone number 日本/Japan +81

E-mail address

Person who was flying a plane (operator) ① (5)

Operator selection Select

Name

Competence authentication number

UA remote pilot certificate number

Address

Affiliation

(4) Enter the information on the reporter in the "Reporter information" field.

(5) In the "Person who was flying a plane (operator)" field, the pilot associated with the permit number can be selected. Select the appropriate pilot.

# 08. Step 4: Enter the Accident Information (for Electronic Application) (3/9)

Unmanned plane information ⓘ (6)

Plane selection

Select

Registration ID, etc.

Manufacturer

Model name

Manufacturing number

type 1 plane certification number

type 2 plane certification number

Plane user

Other

Date and time of occurrence ⓘ (7)

2022/01/01 08:23

Location of occurrence ⓘ (8)

Map of the location of the accident

Ref Del

Departure location ⓘ

Planned landing location ⓘ

(6) In the "Unmanned plane information" field, you can select the aircraft associated with the permit and approval number. Select the appropriate aircraft. After selecting, press the "Select" button automatically to apply the manufacturer, name, and manufacturing number. Enter the name of the aircraft user for "Plane user". If there is other information, enter other information to identify UA other than the indicated items for "Other".

(7) Enter the occurrence date and time in the "Date and time of occurrence" field in the format of "YYYY/MM/DD hh:mm."

Example: 2022/01/01 08:23

(8) Enter the "Location of occurrence".

Example: Shinjuku-ku, Tokyo

## 08. Step 4: Enter the Accident Information (for Electronic Application) (4/9)

Unmanned plane information ⓘ

Plane selection

Select

Registration ID, etc.

Manufacturer

Model name

Manufacturing number

type 1 plane certification number

type 2 plane certification number

Plane user

Other

Date and time of occurrence

2022/01/01 08:23

Location of occurrence ⓘ

Map of the location of the accident (9)

Ref Del

Departure location ⓘ (10)

Planned landing location ⓘ (11)

(9) Attach a "Map of the location of the accident". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

(10) Enter the "Departure location". Enter information on the departure location of the selected flight plan. If you have not reported your flight plan, enter the information corresponding to the departure location of your flight plan.

Example: ○○ athletic field, ○-chome, Shinjuku-ku, Tokyo

(11) Enter the "Planned landing location". Enter information on the arrival location of the selected flight plan. If you have not reported your flight plan, enter the information corresponding to the arrival location of your flight plan.

Example: ○○ Park, ○-chome, Shinjuku-ku, Tokyo

# 08. Step 4: Enter the Accident Information (for Electronic Application) (5/9)

Purpose and overview of a flight (12)

Overview of the report (13)

Status of an injury or casualty (14)

Damaged states of objects (15)

Category of damaged property ⓘ

☐ Building (house, office building, bridge, etc.)

☐ Car

☐ Railway vehicle

☐ Ship

☐ Other (If selected, enter the property in the columns below)

Whether or not there was a person inside a damaged property

☒ Yes

☐ No

Whether or not there was an entry control measure ⓘ

☒ Yes

☐ No

Whether or not there was any effect caused by damage to a property such as a blackout, communication failure, road closure, closure of public transport and facility, etc.

☒ Yes

☐ No

If "Yes" is selected, write the detailed description in the columns below

(12) Describe the purpose of flight in the "Purpose and overview of a flight" field.

(13) Describe the "Overview of the report".

Example: An unmanned aircraft was being flown for aerial photography when it miscalculated its operation and came into contact with an electric wire, causing it to crash. The incident caused damage to the power lines, but no one was injured.

(14) Describe the "Status of an injury or casualty" according to the situation of the accident.

(15) Describe the "Damaged states of objects" according to the situation of the accident.



## 08. Step 4: Enter the Accident Information (for Electronic Application) (6/9)

Purpose and overview of a flight

Overview of the report

Status of an injury or casualty

Damaged states of objects

Category of damaged property ⓘ **(16)**

☐ Building (house, office building, bridge, etc.)

☐ Car

☐ Railway vehicle

☐ Ship

☐ Other (If selected, enter the property in the columns below)

Whether or not there was a person inside a damaged property **(17)**

☒ Yes ☐ No

Whether or not there was an entry control measure ⓘ **(18)**

☒ Yes ☐ No

Whether or not there was any effect caused by damage to a property such as a blackout, communication failure, road closure, closure of public transport and facility, etc. **(19)**

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

(16) Select all that apply to the "Category of damaged property" field. If "Other (If selected, enter the property in the columns below)" is selected, enter the contents in the blank field.

(17) Select "Whether or not there was a person inside a damaged property".

(18) Select "Whether or not there was an entry control measure".

(19) Select "Whether or not there was any effect caused by damage to a property such as a blackout, communication failure, road closure, closure of public transport and facility, etc.". If "Yes" is selected, enter the contents in the blank field.

# 08. Step 4: Enter the Accident Information (for Electronic Application) (7/9)

Whether or not damage to a property caused any danger to a third person (20)  

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

Whether or not an plane that had become uncontrollable or caught fire caused any danger to multiple people (21)  

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

Diagnosis by physician who understands the cause of death or injuries, and the status of property damages (22)  

RefDel

Damage status of the plane (23)

Picture that shows the status of the damaged plane  

RefDel

Other helpful information (if there were casualties or injured people, their names)

Other descriptions  

RefDel

(20) Select "Whether or not damage to a property caused any danger to a third person". If "Yes" is selected, enter the contents in the blank field.

(21) Select "Whether or not an plane that had become uncontrollable or caught fire caused any danger to multiple people". If "Yes" is selected, enter the contents in the blank field.

(22) Attach "Diagnosis by physician who understands the cause of death or injuries, and the status of property damages". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

(23) Describe the "Damage status of the plane" according to the situation of the accident.

P.01-17

# 08. Step 4: Enter the Accident Information (for Electronic Application) (8/9)

Whether or not damage to a property caused any danger to a third person

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

Whether or not an plane that had become uncontrollable or caught fire caused any danger to multiple people

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

Diagnosis by physician who understands the cause of death or injuries, and the status of property damages

Ref

Del

Damage status of the plane

Picture that shows the status of the damaged plane (24)

Ref

Del

Other helpful information (if there were casualties or injured people, their names) (25)

Other descriptions (26)

Ref

Del

(24) Attach "Picture that shows the status of the damaged plane". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

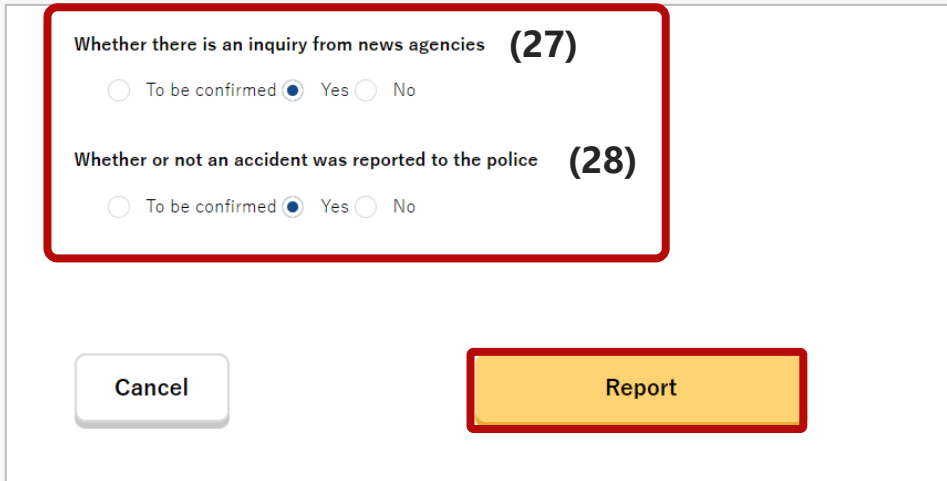
(25) If there is "Other helpful information (if there were casualties or injured people, their names)", enter the details.

(26) If there is "Other descriptions", attach a file. Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

## 08. Step 4: Enter the Accident Information (for Electronic Application) (9/9)



**Whether there is an inquiry from news agencies (27)**

☐ To be confirmed ☒ Yes ☐ No

**Whether or not an accident was reported to the police (28)**

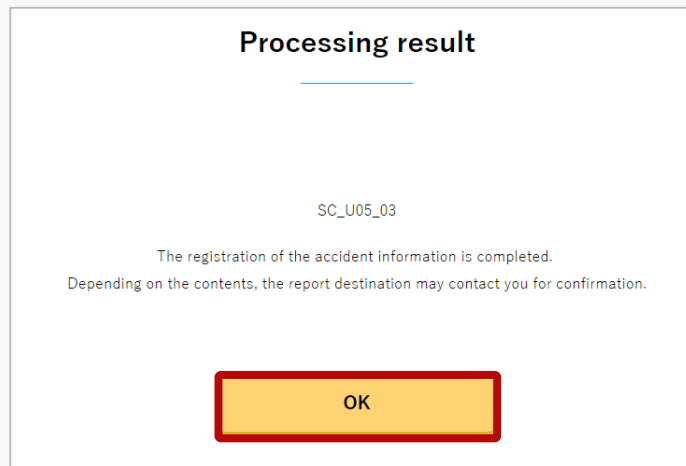
☐ To be confirmed ☒ Yes ☐ No

**Cancel** **Report**

(27) Select "Whether there is an inquiry from news agencies".

(28) Select "Whether or not an accident was reported to the police".

After entering everything, press the "Report" button.



**Processing result**

SC\_U05\_03

The registration of the accident information is completed.  
Depending on the contents, the report destination may contact you for confirmation.

**OK**

A message is displayed indicating that registration of the accident information is completed. This completes registration of the report.

## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (1/9)

### Report of an accident etc. (other than electronic applications)

#### Accidents, etc. report

##### Category of accidents, etc. ⓘ (1)

☒ Accidents ☐ Critical incidents

##### Accidents, etc. type ⓘ (2)

- ☐ Death or injury caused by an unmanned plane ☐ Damage to a third person's property by an unmanned plane
- ☐ Collision or contact with an aircraft ☐ Accident that had a possibility of collision or contact with an aircraft
- ☐ Accident where an unmanned plane became uncontrollable during a flight or the loss of an unmanned plane because it became uncontrollable
- ☐ Unmanned plane catching fire during a flight
- ☐ Other (If selected, fill in the columns below)

##### Permission / approval number ⓘ

##### Date of permission / approval ⓘ

##### Report destination

Enter the accident information.

(1) Select "Accidents" or "Critical incidents" in the "Category of accidents, etc." field.

For more information on Accidents and Serious Incidents, please click on the link below.

<https://www.mlit.go.jp/koku/content/001520661.pdf>

\* If a report is marked as "not reportable" during the screening process, "not reportable" will be added to the additional report and cannot be changed.

(2) Select all that apply to the "Accidents, etc. type" field. If "Other (If selected, fill in the columns below)" is selected, enter the contents in the blank field.

# 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (2/9)

Report of an accident etc. (other than electronic applications)

Accidents, etc. report

Category of accidents, etc.

☒ Accidents ☐ Critical incidents

Accidents, etc. type

☐ Death or injury caused by an unmanned plane

☐ Damage to a third person's property by an unmanned plane

☐ Collision or contact with an aircraft

☐ Accident that had a possibility of collision or contact with an aircraft

☐ Accident where an unmanned plane became uncontrollable during a flight or the loss on n unmanned plane because it became uncontrollable

☐ Unmanned plane catching fire during a flight

☐ Other (If selected, fill in the columns below)

Permission / approval number

(3)

Date of permission / approval

(4)

yyyy/mm/dd

Report destination

(5)

Report destination selection

(3) In the "Permission / approval number" column, enter the permit and approval number that appears in the upper right corner of the "Approval Letter for Unmanned Aircraft Flight" issued upon receiving the flight permit and approval.

Example: East Air Transport No. 00000

\* No entry is required for flights that do not require a flight permit and approval.

(4) Enter the date of the flight permit or approval in the "Date of permission / approval" field.

\* No entry is required for flights that do not require a flight permit and approval.

(5) Select the office where you submitted the application for flight permission/approval in the "Report destination" field.

# 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (3/9)

Reporter information ⓘ (6)

Reporter name

Country / Region 日本/Japan

Address

Prefecture 北海道

City/town/village and the following address

Phone number 日本/Japan +81

E-mail address

Person who was flying a plane (operator) ⓘ (7)

Name

Competence authentication number

UA remote pilot certificate number

Address

Country / Region

Prefecture

City/town/village and the following address

Affiliation

Unmanned plane information ⓘ (8)

Registration ID, etc.

Manufacturer

Model name

Manufacturing number

type 1 plane certification number

type 2 plane certification number

Plane user

Other

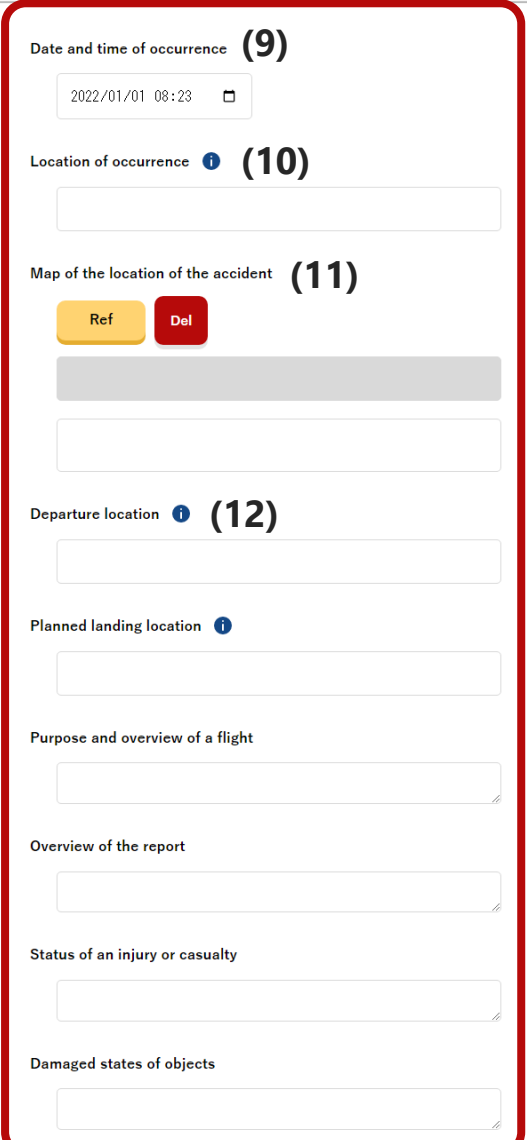
(6) Enter the information on the reporter in the "Reporter information" field.


(7) In the "Person who was flying a plane (operator)" field, enter the pilot.

(8) Enter the required information in the "Unmanned plane information" field, including the registration code of the aircraft.




For "Other" enter any other information not listed in the above table that can be used to identify the unmanned aircraft.

## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (4/9)



**Date and time of occurrence (9)**  
2022/01/01 08:23 

**Location of occurrence ⓘ (10)**

**Map of the location of the accident (11)**  
   


**Departure location ⓘ (12)**

**Planned landing location ⓘ**

**Purpose and overview of a flight**

**Overview of the report**

**Status of an injury or casualty**

**Damaged states of objects**

(9) Enter the occurrence date and time in the "Date and time of occurrence" field in the format of "YYYY/MM/DD hh:mm".

Example: 2022/01/01 08:23

(10) Enter the "Location of occurrence".

Example: Shinjuku-ku, Tokyo

(11) Attach a "Map of the location of the accident". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.


(12) Enter the "Departure location". Enter information on the departure location of the selected flight plan. If you have not reported your flight plan, enter the information corresponding to the departure location of your flight plan.


Example: ○○ athletic field, ○-chome, Shinjuku-ku, Tokyo



## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (5/9)

Date and time of occurrence


2022/01/01 08:23 


Location of occurrence 

Map of the location of the accident

Ref

Del

Departure location 

Planned landing location  **(13)**

Purpose and overview of a flight **(14)**

Overview of the report **(15)**

Status of an injury or casualty **(16)**

Damaged states of objects **(17)**

(13) Enter the "Planned landing location". Enter information on the arrival location of the selected flight plan. If you have not reported your flight plan, enter the information corresponding to the arrival location of your flight plan.

Example: ○○ Park, ○-chome, Shinjuku-ku, Tokyo

(14) Describe the purpose of flight in the "Purpose and overview of a flight" field.

(15) Describe the "Overview of the report".

Example: An unmanned aircraft was being flown for aerial photography when it miscalculated its operation and came into contact with an electric wire, causing it to crash. The incident caused damage to the power lines, but no one was injured.

(16) Describe the "Status of an injury or casualty" according to the situation of the accident.

(17) Describe the "Damaged states of objects" according to the situation of the accident.

## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (6/9)

### Category of damaged property ⓘ (18)

- ☐ Building (house, office building, bridge, etc.)  
☐ Car  
☐ Railway vehicle  
☐ Ship  
☐ Other (If selected, enter the property in the columns below)

### Whether or not there was a person inside a damaged property (19)

☒ Yes ☐ No

### Whether or not there was an entry control measure ⓘ (20)

☒ Yes ☐ No

### Whether or not there was any effect caused by damage to a property such as a blackout, communication failure, road closure, closure of public transport and facility, etc. (21)

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

### Whether or not damage to a property caused any danger to a third person (22)

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

### Whether or not an plane that had become uncontrollable or caught fire caused any danger to multiple people (23)

☒ Yes ☐ No

If "Yes" is selected, write the detailed description in the columns below

(18) Select all that apply to the "Category of damaged property" field. If "Other (If selected, enter the property in the columns below)" is selected, enter the contents in the blank field.

(19) Select "Whether or not there was a person inside a damaged property".

(20) Select "Whether or not there was an entry control measure".

(21) Select "Whether or not there was any effect caused by damage to a property such as a blackout, communication failure, road closure, closure of public transport and facility, etc.". If "Yes" is selected, enter the contents in the blank field.

(22) Select "Whether or not damage to a property caused any danger to a third person". If "Yes" is selected, enter the contents in the blank field.

(23) Select "Whether or not an plane that had become uncontrollable or caught fire caused any danger to multiple people". If "Yes" is selected, enter the contents in the blank field.

## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (7/9)

Diagnosis by physician who understands the cause of death or injuries, and the status of property damages

Ref Del

(24)

Damage status of the plane (25)

Picture that shows the status of the damaged plane

Ref Del

Other helpful information (if there were casualties or injured people, their names)

Other descriptions

Ref Del

(24) Attach "Diagnosis by physician who understands the cause of death or injuries, and the status of property damages". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

(25) Describe the "Damage status of the plane" according to the situation of the accident.

Status Legend

- 1: Confirming the fact
- 2: Confirmation completed (instructed for additional report)
- 3: Finalized for final report

\* After the report is finalized for final report, the "Additional Report" button on the "Accident Report Status" screen will be deactivated and you can't add a report.

# 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (8/9)

Diagnosis by physician who understands the cause of death or injuries, and the status of property damages

Ref

Del

Damage status of the plane

Picture that shows the status of the damaged plane (26)

Ref

Del

Other helpful information (if there were casualties or injured people, their names) (27)

Other descriptions (28)

Ref

Del

(26) Attach "Picture that shows the status of the damaged plane". Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.


(27) If there is "Other helpful information (if there were casualties or injured people, their names)", enter the details.

(28) If there is "Other descriptions", attach a file. Press the "Ref" button to select a file. After selecting, check that the selected filename is displayed on the screen.

\* File extensions that can be attached are "xls", "xlsx", "doc", "docx", "pdf", "jpg", "jpeg", "png", "gif", and "zip".

\* The maximum file size is 20M bytes.

## 08. Step 4: Enter the Accident Information (When Not for Electronic Application) (9/9)



Whether there is an inquiry from news agencies (29)

☐ To be confirmed ☒ Yes ☐ No

Whether or not an accident was reported to the police (30)

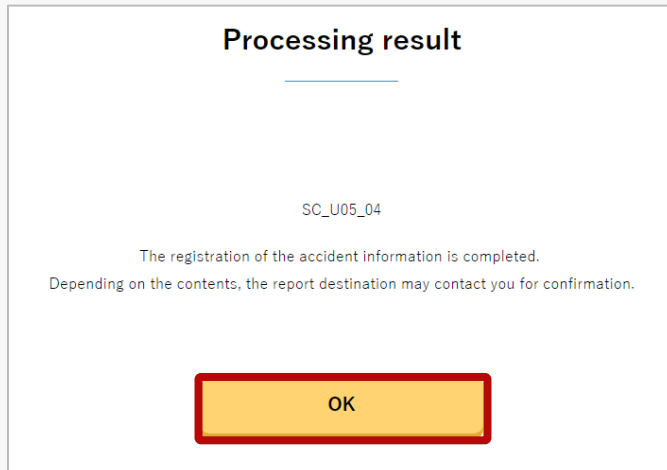
☐ To be confirmed ☒ Yes ☐ No

Cancel Report

(29) Select "Whether there is an inquiry from news agencies".

(30) Select "Whether or not an accident was reported to the police".

After entering everything, press the "Report" button.



**Processing result**

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SC\_U05\_04

The registration of the accident information is completed.  
Depending on the contents, the report destination may contact you for confirmation.

OK

A message is displayed indicating that registration of the accident information is completed. This completes registration of the report.

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## **09. Accident Information Reference, Additional Report**

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## 10. Steps for Accident Information Reference and Additional Reports

Implement reference of accident information and add information with the following steps in the Drone Information Platform System.

**Start accident information reference, add report**

**Step 1: Proceed to the Accident Report Status Screen**

Press the Details button of the report to reference the accident information.

**Step 2: Proceed to the Accident Report Reference Screen and Add Report**

Press the Details button of the report to reference the accident information. Press the Add Report button if you want to add a report.

**Step 3: Reference Accident Information**

Reference the accident information.

**Accident information reference, and add report is completed.**

Accident information reference, and add report is completed.

# 11. Step 1: Proceed to the Accident Report Status Screen

List of accidents, etc. report (applicant)

List of the report of an accident etc. involving an applicant.  
Click "Details" to check the description or additional report.

Category of accidents, etc.	Permission approval number	Report date	Status	
				Details
				Details

22

				Details
				Details

<<

<

1

2

3

4

5

>

>>

Report Accident (Flight submitted under DIPS2.0)

Report Accident (Other flights)

Press the "Details" button of the report to reference the accident information.

\* For the procedure up to the accident report list screen, see Procedure "[05. Step 1: Log In to the Drone Information Platform System](#)" and refer to the procedure "[06. Step 2: Proceed to the Accident Report List Screen](#)."

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# 12. Step 2: Proceed to the Accident Report Reference Screen and Add Report

Accidents, etc. reporting status

Accidents, etc. reception number	
Status	
Date of update	
Category of accidents, etc.	
Accidents, etc. type	
Date of the accident occurrence	
Report destination	
Operator name	
Model name	
Registration ID, etc.	

Reporting number	Report date	Status	
1			Details

Back

Additional report

Press the “Details” button of the report to reference the accident information.

Press the “Additional report” button if you want to add a report.

For subsequent procedures, check Procedure [08. Step 4: Enter Accident Information \(for Electronic Application\)](#) or Procedure [08. Step 4: Enter Accident Information \(When Not for Electronic Application\)](#).

# 13. Step 3: Reference Accident Information

Reference the accident information.

Accidents information reference screen

Report contents

Accidents reception number			
Category of accidents, etc.	Accidents		
Accidents, etc. type	Death or injury caused by an unmanned plane		
Other accidents, etc. type			
Permission number, approval number, etc.			
Date of permission etc.	2023年01月18日		
Reporter information	Reporter name		
	Address		
	Phone number		
	E-mail address		
Person who was flying a plane (Operator)	Name		
	UA remote pilot certificate number		
	Competence authentication number		
	Address		
	Affiliation		

Whether or not an accident was reported to the police

Yes

Close

Download other descriptions