Drones4Good IDW Flying Week Code Of Conduct

The following code of conduct for the #Drones4Good IDW flying week event November 2018 consists of 3 parts

1. **Personal Behaviour**
2. **Behaviour flying RPAS**
3. **Data use**

Please read and then sign the **acknowledgement**

If you are new to using RPAS(Remotely Piloted Aircraft Systems)/Drones, in addition to following we highly recommended reviewing the guidelines for responsible RPA use as laid out by Humanitarian UAV:

Humanitarian UAV Guidelines on Data Protection
Humanitarian UAV Guidelines on Community Engagement
Humanitarian UAV Guidelines on Effective Partnerships
Humanitarian UAV Guidelines on Conflict Sensitivity

Personal Behaviour

Drones4Good IDW Program sponsors, supporters and collaborators are dedicated to fostering an event environment that is collegial and comfortable for all participants. All Program participants are required to read, sign, and adhere to the following Code of Conduct (COC) while at the event in Botswana October 28 to Friday, November 2, 2018:

A non-public shared cloud resource (dropbox or google drive or similar) will be available for photos, videos and data collected by all participants. Digital images of individuals and groups—video or still photos—must NOT be shared publicly without group notification, and/or the consent of individuals if it's a small group shot or testimonial.

At all times attendees are responsible for themselves and their personal safety and must be aware that they will be in an area where wild life can be dangerous. All venue restrictions and staff instructions must be followed. Engaging in off-site activities that aren't affiliated with the conference is a personal choice, and at individuals' risk and responsibility.

There will be a zero-tolerance policy for harassment, bias, or discrimination based on sex, race, age, disability, color, creed, national origin, or religion, or for bullying or personal harassment. Attendees should raise any concerns with program organisers at any time during the event.

Anyone found in violation of these policies will be subject to expulsion from the event and will be reported to the appropriate authorities.

Attendees are expected to abide by local aviation and government laws regarding the use of RPA, illegal drugs and responsible alcohol consumption. Attendees under the age of 18 will not be permitted to drink.

The organising team will not cover costs associated with damage or loss of property, missed travel arrangements, or last-minute cancellations. During the event attendees should ensure their personal belongings, such as laptop computers, phones, passports etc., are accounted for at all times. Do not leave valuables unattended.

Behaviour flying RPAS

During the orientation, venue staff and organisers will discuss personal and RPA safety best practices for the event conference and explain how we will manage the local air space.   At a minimum all attendee RPA pilots must comply with the Civil Aviation Authority of Botswana (CAAB) rules and regulations and have applied for temporary clearance to fly and had their aircraft cleared to fly by the Botswana authorities.

Additionally, the following is the Humanitarian UAV Code of Conduct [1]:

1. Prioritize safety above all other concerns: humanitarian benefits should clearly outweigh risks to persons or properties.
2. Identify the most appropriate solution: only operate UAVs when more effective means are not available and when humanitarian purposes are clear, such as the assessment of needs and the response thereto. UAV missions should be informed by humanitarian professionals and experts in UAV operations with direct knowledge of the local context.
3. Respect the humanitarian principles of humanity, neutrality, impartiality and independence: prioritize UAV missions based on needs and vulnerabilities, make sure actions are not, and not perceived as being, politically or economically influenced; do not discriminate or make distinctions on the basis of nationality, race, gender, religious belief, class or political opinions.
4. Do no harm: assess and mitigate potential unintended consequences that UAV operations may have on affected communities and humanitarian action.
5. Operate with relevant permissions: UAV operations must be in compliance with relevant international and domestic law, and applicable regulatory frameworks including customs, aviation, liability and insurance, telecoms, data protection and others. Where national laws do not exist, operators shall adhere to the ICAO RPAS Circular 328-AN/190 with the approval of national authorities.

6. Engage with communities: community engagement is important and obligatory. Developing trust and engaging local communities encourages active partnership, builds local capacities and leadership and enhances the impact of your mission. Information should continuously be provided to communities regarding the intent and use of UAVs. Refer to Humanitarian UAV Community Engagement Guidelines.

7. Be responsible: contingency plans should always be in place for unintended consequences. UAV teams must take responsibility for and resolve any issues involving harm to people and property, including liability.

8. Coordinate to increase effectiveness: seek out and liaise with relevant local and international actors and authorities. UAV teams must not interfere with and always seek to complement formal humanitarian coordination mechanisms or operations.

9. Consider environmental implications: operating UAVs should not pose undue risk to the natural environment and wildlife. UAV operators must take responsibility for any negative environmental impact their mission causes

10. Be conflict sensitive: all interventions in conflict zones become part of conflict dynamics and can result in very serious unintended consequences, including the loss of life. Extraordinary caution must be used in deploying UAVs in conflict zones. Refer to Humanitarian UAV Conflict Zones Guidelines.

11. Collect, use, manage and store data responsibly: collect, store, share and discard data ethically using a needs-based approach, applying informed consent where possible and employing mitigation measures where it is not. The potential for information to put individuals or communities at risk if shared or lost must be assessed and measures taken to mitigate that risk (e.g. limit or cease collection or sharing). Refer to Humanitarian UAV Data Ethics Guidelines.

12. Develop effective partnerships in preparation and for and in response to crises: work with groups that offer complementary skill sets (humanitarian action, UAV operations, local context, data analysis, communications) during, and preferably in advance of crises. Refer to Humanitarian UAV Effective Partnerships Guidelines.

13. Be transparent: share flight activities as widely as possible, ideally publicly, as appropriate to the context. Convey lessons or issues to communities, relevant authorities and coordinating bodies as early as possible.

14. Contribute to learning: carry out and share any evaluations and after action reviews to inform the betterment of UAV use for humanitarian action.

15. Be open and collaborative: coordination is a multi-stakeholder process. This means that lessons learned and best practices on the use and coordination of UAVs in humanitarian settings must remain open and transparent along with any related workshops, trainings and simulations.

Data use

As we will be flying in an environmentally sensitive area occupied by endangered wildlife and vegetation, it is essential that we be aware of the dangers we could even inadvertently inflict on the region by publicly sharing data that others could use for harm. Consequently you agree to the following restrictions in terms of the use of any data you collect that pertains to the ecological environment of the site.

1. All data collected will be shared with the Wildlife Sanctuary and other protective sources such as park rangers and the Botswana Defense Force.

2. All data related to wildlife and sensitive vegetation may only be published with all information related to its geographical source location removed.

Acknowledgement

I have read and understand the terms of the Drones4Good IDW flying week COC and agree to comply.

Name(print)_____(signature)_____

Data_____

1. UAViators. Humanitarian UAV code of conduct & guidelines. 2016; Available: https://uavcode.org/