



CAR OPS 4B

REMOTELY PILOTED AIRCRAFT OF 25 KG OR LESS OPERATIONS

FOREWORD

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REVISION RECORD

LIST of EFFECTIVE PAGES



FOREWORD

1. The Civil Aviation and Maritime Navigation Authority (L'Autorità per l'Aviazione Civile e la Navigazione Marittima) of the Republic of San Marino is known in these regulations as the “Authority”

2. CAR OPS 4B addresses Remotely Piloted Aircraft (RPA) with MTOM of 25 kg or less.

Note: Refer to CAR OPS 4A for RPA with MTOM greater than 25 kg.

3. Unless otherwise stated, the definitions and abbreviations contained in CAR DEF are applicable to these regulations.

4. The editing practices used in this document are as follows:

(a) ‘Shall’ is used to indicate a mandatory requirement.

(b) ‘Should’ is used to indicate a recommendation.

(c) ‘May’ is used to indicate discretion by the Authority, the industry or the applicant, as appropriate.

Note: The use of the male gender implies the female gender and vice versa.

5. Paragraphs and sub-paragraphs with new, amended and corrected text will be enclosed within square brackets until a subsequent amendment is issued.

**REVISION RECORD**

REVISION NO.	EFFECTIVE DATE	ENTERED BY <i>(Hardcopy only)</i>
Initial Issue	26 November 2026	N/A



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CHAPTER 1

GENERAL

OPS 4B.100 Applicability

- (a) OPS 4B applies to remotely piloted aircraft (RPA) with a maximum take-off mass (MTOM) of between 0.5 kg to 25 kg operated within the territory of San Marino.

Note 1: MTOM includes fuel and any payload.

Note 2: RPA with a MTOM greater than 25 kg shall be required to comply with CAR OPS 4A.

- (b) OPS 4B is applicable to the conduct of any domestic RPA operation without distinction between commercial air transport and general aviation, including aerial work.
- (c) Model aircraft are not classified as RPA for the purpose of these regulations and do not require an authorisation issued by the Authority, provided the aircraft;
- (1) is operated on private recreational activities;
 - (2) weighs less than 0.5 kg;
 - (3) operates below 120 metres (400 ft) above ground level;
 - (4) operates outside 1000 metres of an operating airfield;
 - (5) operates to a maximum range of 200 metres with visual line of sight; and
 - (6) would not jeopardise the safety of people on the ground.
- (d) Model aircraft unable to comply with (c) above, shall be required to be authorised under Chapter 2 of these regulations.

OPS 4B.105 Exemptions

- (a) The Authority may grant an exemption from the provisions of civil aviation regulations when satisfied that there is a need and subject to compliance with any supplementary condition the Authority considers necessary in order to ensure an acceptable level of safety in the particular case.
- (b) Exemptions shall be entered on the specific authorisation.

OPS 4B.110 Compliance with laws, regulations and procedures

- (a) No RPA with a MTOM of between 0.5 kg and 25 kg shall be flown over the territory of San Marino without specific authorisation by the Authority and in accordance with the terms of such authorisation.
- (b) No RPA holding a specific authorisation by the Authority under OPS 4B shall be flown outside the territory of San Marino unless specifically authorised by the State where operations are proposed to take place.
- (c) Permission must be granted by the property owner for the proposed RPA take-off and landing area.



Note: Depending on the flight path and hazard to property and persons, the appropriate authorities of San Marino may have additional requirements.

OPS 4B.115 Operations by Foreign RPA

The operator of a foreign RPA, as described in these regulations, shall meet the requirements of these regulations, unless exempted by the Authority.

OPS 4B.120 Dangerous goods

- (a) Dangerous goods shall not be transported by the RPA operator unless specifically approved by the Authority except when they are not subject to the Technical Instructions in accordance with Part 1 of those Instructions.
- (b) The remote pilot-in-command shall report without delay to the Authority and the appropriate authority of San Marino in the event of any dangerous goods accident or incident.

Note: Dangerous Goods are defined in the Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284-AN/905).

OPS 4B.125 Use of alcohol and psychoactive substances

- (a) No person shall act as a remote pilot, flight crew member or a RPA observer
 - (1) within 8 hours after consuming an alcoholic beverage;
 - (2) while under the influence of alcohol; or
 - (3) while using any drug that impairs the person's faculties to the extent that aviation safety or the safety of any person is endangered or likely to be endangered.

Note: Refer also to CAR OPS 0.040 on psychoactive substances.

OPS 4B.130 Definitions

The definitions stated in CAR DEF apply to the use of remotely piloted aircraft.



CHAPTER 2

OPERATOR SPECIFIC AUTHORISATION AND SUPERVISION

OPS 4B.200 General Rules for RPAS Specific Authorisation

- (a) The Authority shall establish a system for both the authorisation and the continued surveillance of the operator to ensure that the required standards of operations established in these regulations are maintained.

Note: The scope of authorisation and supervision includes RPA operations and use of one or more RPS located at one or more sites.

- (b) The RPAS operator shall not operate a RPA otherwise than under, and in accordance with, the terms and conditions of a specific authorisation, issued by the Authority

Note: Unless otherwise specified, reference to a RPAS specific authorisation includes the operation of all RPAs controlled by the RPAS.

- (c) An applicant for a specific authorisation, or variation of a specific authorisation, shall allow the Authority to examine all safety aspects of the proposed operation.
- (d) An applicant for a specific authorisation, and for the continued validity of a specific authorisation, must satisfy the Authority that he/she is able to conduct safe operations by the RPAS operator demonstrating an adequate organisation, method of control and supervision of flight operations, training programme as well as ground handling and maintenance arrangements consistent with the nature and extent of the operations specified and commensurate with the size, structure and complexity of the organisation.
- (e) An operator shall grant the Authority access to his/her organisation, RPA, RPS, and shall ensure that, with respect to maintenance, access is granted to any associated maintenance organisation.
- (g) The operator of RPA must conduct a risk assessment of the proposed operation.
- (j) An operator will not be granted a specific authorisation, or a variation to a specific authorisation, and that specific authorisation will not remain valid unless the Authority is satisfied that the operator can comply with these regulations.

OPS 4B.205 Application Requirements

- (a) Unless otherwise agreed;
- (1) the application for an initial issue, variation and renewal of a specific authorisation must be submitted at least 7 days before the date of intended operation.
 - (2) the following information shall be included in the initial application for a specific authorisation and, when applicable, any variation or renewal applied for:
 - (i) the official name and business name, address and mailing address of the operator;
 - (ii) a description of the proposed operation including area and height of intended operation;



- (iii) a description of the management organisation and the names of nominated personnel responsible for flight operations, the maintenance system, crew training and ground operations together with their qualifications and experience;
- (iv) RPA manufacturer, model, serial number and specifications;
- (v) operating and maintenance instructions or manual, if applicable;
- (vi) minimum equipment list, if applicable;
- (vii) flight duty period for operations over 4 hours, if applicable;
- (viii) approvals from other States, if applicable;
- (ix) risk assessment; and
- (x) contractual agreements with any service providers involved in the operation.

Note: When required documents are issued in a language other than English, an English translation must be included.

- (b) The operator shall hold an insurance policy covering 3rd party damage and injury to persons commensurate with the risk.
- (c) The operator shall apply for a variation to a specific authorisation when there are any changes to the above information submitted.

OPS 4B.210 Contents of the Specific Authorisation

- (a) The RPAS specific authorisation and its associated operations specifications shall define the operations for which an operator is authorised.
- (b) The specific authorisation issued by the Authority shall contain at least the following:
 - (1) the specific authorisation number and its expiration date;
 - (2) the RPAS operator name, trading name (if different) and address of the principle place of business;
 - (3) the date of issue and the name, signature and title of the authority representative;
 - (4) the contact details of the operator;
 - (5) the description of the types of operations authorised;
 - (6) the type(s) or model(s) and serial number of RPAs authorised for use;
 - (7) the models and locations of RPS authorised for use;
 - (8) the authorised base of operations, segregated areas of operation, or segregated routes;
 - (9) conditions applicable to the operation;



- (10) limitations, including height (AGL) restrictions and obstacle proximity; and
- (11) exemptions.



CHAPTER 3

RPAS OPERATION RESPONSIBILITIES

OPS 4B.300 Personnel Requirements

The RPAS operator shall:

- (a) have the authority for ensuring that all activities can be financed and carried out in accordance with the applicable regulations and requirements;
- (b) have sufficient qualified and competent personnel for the planned tasks and activities to be performed in accordance with the special authorisation; and
- (c) maintain appropriate experience, qualification and training records to show compliance with (b).

OPS 4B.305 Responsibilities of the RPAS Operator

- (a) The RPAS operator shall be responsible for the safe conduct of all operations.
- (b) The RPAS operator shall comply with these regulations as well as the specific authorisation regarding the operation.
- (c) The RPAS operator shall be responsible for contracting services from providers (e.g. communications service providers), as necessary, to carry out its operations.
- (d) The RPAS operator shall ensure that all personnel involved with the RPAS;
 - (1) are familiar with the laws, regulations and procedures applicable to the performance of their duties for the operation, including the take-off and landing area and the areas to be traversed; and
 - (2) are properly qualified and competent to perform their allocated tasks and discharge their responsibilities.
- (e) The RPAS operator must ensure remote flight crew members do not perform any activities during critical phases of flight other than those required for the safe operation of the RPAS.
- (f) The RPAS operator shall designate and authorise one remote pilot to act as remote PIC.

Note: In some cases, such as ultra-long duration flights where it is impractical for one person to be remote PIC continuously, the RPAS operator, if approved by the Authority, may establish appropriate policies and procedures in an operating manual for the transfer of remote PIC responsibilities. In these cases, only one remote pilot may hold remote PIC responsibility at any given time.

- (g) When contracting or purchasing services as part of its activity, the RPAS operator shall ensure that such services or products conform to these regulations.
- (h) The RPAS operator may procure Command and Control links from a communications service provider, subject to approval of the Authority.



- (i) The RPAS operator shall ensure that the RPA be maintained in an airworthy condition in accordance with the manufacturer's instructions and a record of all maintenance, modifications and repairs shall be retained for a period of 12 months.
- (j) The RPAS operator shall ensure that the RPAS is equipped with instruments which will enable the remote flight crew to control the flight path of the aircraft, carry out any required procedural manoeuvres and observe the operating limitations of the aircraft in the expected operating conditions.
- (k) The RPAS operator shall be responsible for ensuring that only authorised persons have access to the RPA and RPS.

OPS 4B.310 Responsibilities of the Remote Pilot-in-Command

- (a) The remote pilot-in-command shall have responsibility over one RPA only at any given time for;
 - (1) the operation of the RPA in compliance with the appropriate regulations and specific authorisation;
 - (2) the operation of the RPA in such a manner as to minimize hazards to persons, property or other aircraft; and
 - (3) the safe and effective handover of piloting control from one remote pilot or RPS to another.
- (b) If an emergency situation which endangers the safety or security of the aircraft or persons necessitates the taking of action which involves a violation of local regulations or procedures, the remote pilot-in-command shall notify the appropriate local authority without delay. The remote pilot-in-command shall also submit a copy of it to the Authority. Such reports shall be submitted as soon as possible and within 72 hours.
- (c) The remote pilot-in-command shall have documented evidence of training in the RPS model(s) and the specific RPA type(s) and should include:
 - (1) knowledge and skills related to the RPA operational procedures for the intended area of operation;
 - (2) remote flight crew coordination and handover procedures, if applicable;
 - (3) abnormal and emergency situations or procedures (e.g. loss of C2 link); and
 - (4) methods to maintain situational awareness of the RPA's environment.
- (d) The remote pilot-in-command shall be responsible for ensuring the security of the RPA before, during and after an operation.
- (e) Following an act of unlawful interference, the remote pilot-in-command shall submit a report of such an act to the designated local authority and the Authority within 72 hours.

OPS 4B.315 Transfer of remote PIC responsibility during flight

The RPAS operator shall document procedures involving any transfer of remote PIC responsibilities, handovers between remote pilots (including internal and external pilots), whether at collocated or widely spaced RPS.



CHAPTER 4

RECORDS

OPS 4B.400 Journey log book

A journey log book shall be maintained for every RPAS in which shall be entered particulars of the aircraft, its crew and each journey. The journey log shall contain the following items:

- (a) RPA model and serial number;
- (b) date;
- (c) crew member names and duty assignments;
- (d) operating base with departure and arrival points and times;
- (e) purpose of flight;
- (f) endurance;
- (g) observations regarding the flight; and
- (h) signature of the remote pilot-in-command.

OPS 4B.405 Documents held at the RPS

- (a) Documents, manuals and information, including, but not limited to the following, shall be available at the RPS planned to be used during the flight:
 - (1) Operating and maintenance instructions or manual;
 - (2) Specific Authorisation relevant to the RPAS;
 - (3) Journey log book for the RPA;
 - (4) Any maintenance log book and technical log book for both the RPA and RPS, if applicable;
 - (5) information on dangerous goods, if applicable; and
 - (6) any other documentation that may be pertinent to the flight.
- (b) The format (e.g. electronic) of the documents listed above must be acceptable to the Authority.

OPS 4B.410 Record-keeping

- (a) A RPAS operator shall establish a system of record-keeping that allows adequate storage and reliable traceability of all activities developed, covering at a minimum:
 - (1) operator's organisation;
 - (2) personnel training and competence verification;



- (3) maintenance records; and
 - (4) journey log records.
- (b) Records shall be stored in a manner that ensures protection from damage, alteration and theft.
- (c) Records shall be made available to the Authority upon request.