



TERMS OF REFERENCE

Title: Hiring of Drone Training and Operations Expert for the Drone Training Activity

Background

The Governance and Geotagging Unit (GGU) of the Philippine Rural Development Project (PRDP) PSO is organizing a Coordinating Meeting Cum Drone Training. The objective of this training is to enhance the skills and knowledge of the participants, particularly the Regional Project Coordination Office (RPCO) GGUs, in drone operation, troubleshooting, and maintenance.

The PRDP has been using geotagging tools and systems, including drones, for project monitoring and supervision in rural areas. The training aims to further strengthen the capacity of RPCO GGUs in effectively utilizing drones for sub-project monitoring and supervision. It will provide participants with comprehensive knowledge on drone operation, regulations, troubleshooting, and maintenance.

Objectives

The objectives of the Drone Training Activity are as follows:

- a) Enhance the skills and knowledge of RPCO GGUs in drone operation and protocols.
- b) Provide participants with a comprehensive understanding of the regulations and guidelines related to drone operations.
- c) related to drone operations.
- d) Develop the troubleshooting and maintenance skills of RPCO GGUs for drones.
- e) Enable participants to effectively utilize drones for project monitoring and supervision in rural areas.

Scope of Work

The hired Drone Training and Operations Expert will be responsible for conducting the training sessions during the Coordinating Meeting Cum Drone Training. The training should cover the following topics:

- a) PCAR Part 11 Aerial Work and Operating Limitations for Non-Type Certificated Aircraft
- b) Civil Aviation Authority of the Philippines (CAAP) Guidelines for drone operation
- c) Local laws and regulations governing drone operations
- d) Drone maintenance, troubleshooting, and basic repairs
- e) Practical exercises and simulations for drone operation



The expert should possess in-depth knowledge and expertise in drone technology, regulations, troubleshooting, and maintenance. They should be capable of delivering engaging and informative training sessions to participants.

Deliverables

The hired Drone Training and Operations Expert is expected to deliver the following:

- a) Well-structured and comprehensive training sessions on the specified topics.
- b) Practical demonstrations, hands-on exercises, and simulations for drone operations.
- c) Clear explanations of regulations, best practices, troubleshooting techniques, and maintenance procedures.
- d) Answering participant questions and providing guidance throughout the training.
- e) Issuing a certificate of completion to all participants upon the successful completion of the training.

Duration and Schedule

The training sessions will be conducted during the Coordinating Meeting Cum Drone Training, scheduled to take place from September 20 to September 21, 2023.

Remuneration and Expenses

The Drone Training and Operations Expert will be remunerated based on the following terms:

- a) Professional fee: The total budget is PhP 32,000.00 inclusive of tax and other miscellaneous expenses

Qualifications and Expertise

The hired Drone Training and Operations Expert should possess the following qualifications and expertise:

- a) Extensive knowledge and experience in drone operations, regulations, troubleshooting, and maintenance.
- b) Familiarity with PCAR Part 11 and CAAP Guidelines for drone operation.
- c) Strong understanding of local laws and regulations governing drone operations in the Philippines.



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- d) Experience in conducting drone training sessions, including practical exercises and simulations.
- e) Good communication, presentation, and facilitation skills.

Application Process

Interested individuals should submit the following documents:

- a) Curriculum vitae highlighting relevant qualifications and expertise.
- b) Brief proposal/Activity design outlining the approach to delivering the training sessions, including emphasis on practical exercises and simulations.
- c) Availability to issue a certificate of completion to participants.

Applications should be submitted via email or deliver to Project Support Office located at Alvarez Building, Mamay Road, Davao City.

Selection Process

The organizing committee will review the received applications and select the Drone Training and Operations Expert based on qualifications, expertise, proposed approach, and availability to issue certificates. Shortlisted candidates may be contacted for an interview or further clarification.