

DIPS-REG

Manual

Procedure by Agent

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Introduction

- Before flying a UA, it is necessary to make an application of the user information, UA information, and user information of the owned UA to the JCAB and show the “registration ID” issued by the JCAB on the UA.
- In the DIPS-REG, you can make an application of the user information, UA information, and user information of your owned UA to the JCAB, change registered UA information, etc., and delete registration.
- This manual describes how to operate the DIPS-REG, so read this when performing the necessary procedures.
- For a deeper understanding, see the page of [Frequently asked questions](#) in the DIPS-REG also with this manual.
- Surely understand such rules and be sure to keep safety during the flight without causing trouble to any third parties.

Notes on the use of the DIPS-REG

- If you do not make any operation for 60 minutes or longer during an application procedure in the DIPS-REG, you will have to redo the procedure. This is a protection function to reduce the risk of leakage of personal information caused by a third party with malicious intent seeing the screen while you are away from the PC or smartphone.
- If you do not know the information to be entered in each form or how to enter it, hover the mouse over the  mark to display the information to be entered in the form and its explanations. (With a smartphone, you can display them by tapping the mark.)
- “Owner” displayed in the DIPS-REG indicates the person who owns a UA. “User” displayed in the DIPS-REG indicates the person responsible for the use of the corresponding UA. In many cases, the owner and user are the same, but if any other person owns the UA by leasing, etc., it will be necessary to perform the procedure, which you should note.
- In the DIPS-REG, if you use browser "Back" button, you cannot continue viewing the screen properly. Please be sure to use the buttons displayed on the screen. ("Back" button, "Next" button, etc.)
- For the registration system, other flight rules, etc., see the [website of the MLIT](#).

*When you click the link, an external site will open.

Opening an account

Procedure to open an account

Start to open an account

Agree to the terms of use of the DIPS2.0

To open an account, it is necessary to agree to the terms of use.

Enter the information of the person who will open an account.

Enter the necessary information such as the name, address, and contact information.

Confirm the entered information and open an account

Confirm the correctness of the entered information and open an account.

An account is opened

The login ID is sent to the e-mail address set when opening an account. To continue the operations such as the registration procedure, log in to the DIPS2.0.

Open an account necessary to use the DIPS2.0 Information Platform System.

The items to be entered depend on whether the person who will use the DIPS2.0 Information Platform System is "individual" or "company/organization (corporate)."

To perform the registration procedure after opening an account as "individual" and "company/organization (corporate)," open an individual account and a corporate account, respectively.

You may use your Individual Number Card as an identification method in the application procedure as an individual. To use your Individual Number Card, it is necessary to read the information of the card and link the card to the DIPS2.0 Information Platform System when opening an account.

For how to read the information of your Individual Number Card, see the manual of ["How to read the information of your Individual Number Card."](#) After confirming the method, have your Individual Number Card at hand and start opening an account.

Opening of a corporate account requires the name, address, department name, phone number, e-mail address, etc. of the person in charge who will use the DIPS2.0 Information Platform System, as well as the corporate number and the name of the representative. Prepare them beforehand.

Necessary items for opening an account

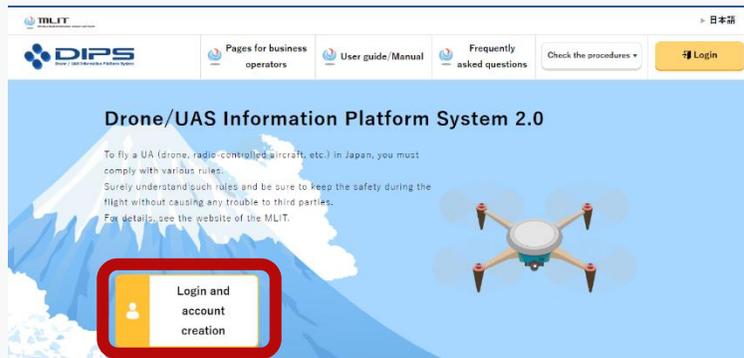
The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

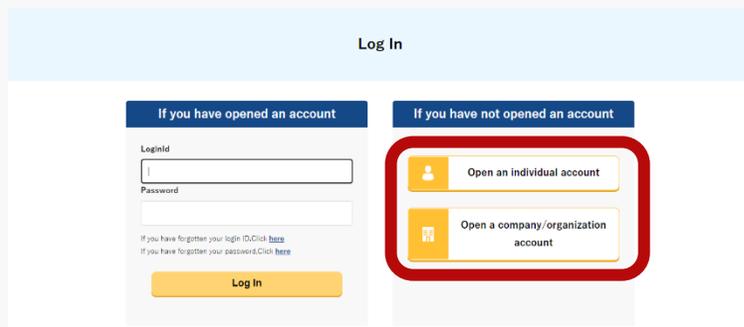
	Individual	Corporation
Information of the person who will open an account	<ul style="list-style-type: none"> • Name • Address • Birth date • Phone number • E-mail address 	<ul style="list-style-type: none"> • Corporation number • Company/Organization name • Name of the representative • Location of the head office or the principal office • Name of the person in charge • Address of the person in charge • Department name of the person in charge • Phone number of the person in charge • E-mail address
Others *When an Individual Number Card is used as the identity verification method	<ul style="list-style-type: none"> • Individual Number Card • Card reader or smartphone to read the information in the IC chip of an Individual Number Card 	-

Opening an account [Agree to the terms of use of the DIPS2.0]

Proceed to the page for opening of an account from DIPS2.0 top page.



Press the “Login and account creation” button of the DIPS2.0 top page.



To open an individual account and a corporate account, press the “Open an individual account” button and the “Open a company/organization account” button, respectively.

Opening an account [Agree to the terms of use of the DIPS2.0]



Terms of use/Rules of flights of UAs

Read the terms of use and the flight rules of UAs. If you understand (agree to) it, press the "Next (I understood)" button.

Terms of use

Scroll to the bottom of the page to confirm the contents of the terms of use.

(Governing laws and jurisdiction)

Article 18

1. These terms shall be subject to the governing law of the Republic of Korea.

Be sure to read the detailed rules and the application method for permission and approval, etc., which you can access through the following links. (Without reading the materials, you cannot proceed to the next procedure.)

[Flight rules of UAs \(UAs, radio-controlled UAs, etc.\) in the Civil Aeronautics Act](#)

I understood the terms of use.

I understood the flight rules of UAs (UAs, radio-controlled UAs, etc.) in the Civil Aeronautics Act.



Then, the page of the terms of use will open.

To open an account, it is necessary to agree to the terms of use. Confirm the terms of use and, if you agree, check the checkbox and press the "Next (I understood)" button.

Opening an account [The mandatory matters]

Enter the mandatory matters on the page for opening an account.

Opening an account

Open an account for registration procedure and management of UA. Enter the following information.
 To use the Individual Number Card as the ID for registration of an UA,
 be sure to press the "Individual Number Card information coordination" button to copy the information of the Individual Number Card.
 Enter the contact information with which you are always available because you may be contacted by e-mail, phone, etc. with the registered contact information.

Individual Number Card information coordination

Name

Reading

Address Country/Region 日本/Japan Prefecture Hokkaido

Birth date Year 2000 Month 10 Day 15

Phone number Country/Region 日本/Japan +81 90

E-mail address

E-mail address (for confirmation)

Password

Password (for confirmation)

Back
Confirm

[To open an individual account]

To use the Individual Number Card for identity verification for the application procedure, be sure to press the "Individual Number Card information coordination" button and read the card face information of the Individual Number Card.

Press the "Link the Individual Number Card information" button, and the dialog to proceed to the reading of the card will open. Proceed to the reading of the card face information of the Individual Number Card according to the instructions shown on the dialog.

For how to read the card face information of an Individual Number Card, see ["How to read the card face information of an Individual Number Card"](#) in the manual.

[To open a corporation account]

Enter the corporation number and the name of the representative as well as the name, address, department name, phone number, and e-mail address of the person in charge of drone registration. Be sure to enter an e-mail address and phone number with which we can contact the person in charge.

Enter all mandatory matters and press the "Confirm" button to proceed to the confirmation page.

Set the password according to the following conditions.

Avoid combinations of elements easy to guess such as the name and the birth date.

- Character types to be included: A-Z, a-z, 0-9 and symbols (+ - * / = . , ; ' ` @ ! # \$ % ? & | ~ ^ () [] { } < > _)
- Number of characters: 8 to 32

Enter all mandatory matters and press the "Confirm" button to proceed to the confirmation page.

Opening an account [Confirm the entered information]

Confirm the entered information of the account. If there is no error, press the “Open” button.

Confirmation of account information

Confirm the entered account information. When confirmation is finished, press the “Open” button.

Name	Taro Touroku
Reading	
Address	1-2-3, Kotoku, Tokyo
Birth date	2000/10/18
Phone number	+81 9012345678
E-mail address	TaroTouroku@mail.com
Password	●●●●●●

Completion screen

Your account has been opened.

When an account is opened, the completion page of the opening of the account opens and the login ID is sent to the set e-mail address. The password is not notified, so manage the password you set.

To continue the procedure such as registration, it is necessary to log in from the DIPS2.0 top page.



Change in the account information

Change in the account information

Start to change the account information

Log in to the DIPS2.0

If the login succeeds, the main menu opens and the login button at the top right changes into the account name.

Change the account information

The page to change the account information opens. Then, change the account information.

Confirm the entered information and finalize the change

Confirm the information entered on the confirmation page of the change contents. If there is no error, press the "Change" button.

The account information is changed

The account information is changed and a notification e-mail is sent to the registered e-mail address.

Changing the account information.

If you have linked an Individual Number Card when opening an individual account, it will be necessary to read the Individual Number Card again when changing the information.

For how to read the card face information of an Individual Number Card, see "[How to read the card face information of an Individual Number Card](#)" in the manual. After confirming the method, prepare an Individual Number Card at hand and open an account.

Necessary items for changing the account information

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Information of the person who will change an account	Information that needs to be changed of these. <ul style="list-style-type: none"> • Name • Address • Birth date • Phone number • E-mail address 	Information that needs to be changed of these. <ul style="list-style-type: none"> • Corporation number • Company/Organization name • Name of the representative • Location of the head office or the principal office • Name of the person in charge • Address of the person in charge • Department name of the person in charge • Phone number of the person in charge • E-mail address
Others	<ul style="list-style-type: none"> • Individual Number Card *When an Individual Number Card is used as the identity verification method • Card reader or smartphone to read the information in the IC chip of an Individual Number Card 	—

Change in the account information

[Log in to the DIPS2.0]



Log In

If you have opened an account	If you have not opened an account
<p>LoginID</p> <input type="text"/>	<p> Open an individual account</p>
<p>Password</p> <input type="password"/>	<p> Open a company/organization account</p>
<p><small>If you have forgotten your login ID,Click: here If you have forgotten your password,Click: here</small></p> <p>Log In</p>	

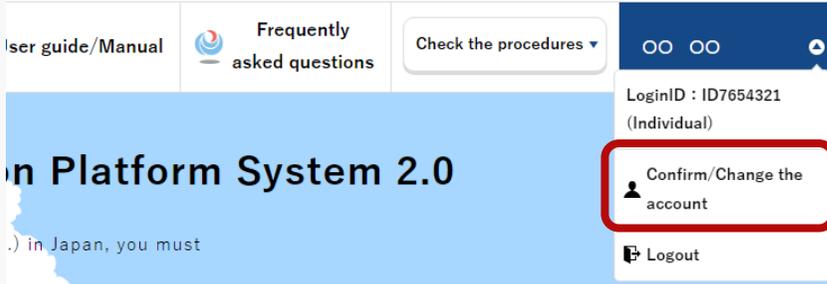
Select the “Login” button at the top right of the DIPS2.0 top page to proceed to the login page.

On the login page, enter the ID and password set when the account is opened, and press the “Login” button.

On successful login, you will be redirected to the DIPS2.0 top page, and then confirm/change the account.

Change in the account information

[The mandatory matters]



Press the button of the account name and select "Confirm/Change the account."

The page to change the account information opens.

*Account information can be checked and changed only from the DIPS2.0 top page.

Procedure to change the account information

Correct the information to change and press the "Confirm" button.

Individual Number Card the account information.

Name

Reading

Address

Birth date Year Month Day

Phone number

E-mail address

E-mail address (for confirmation)

Password

Change the account information and press the "Confirm" button. Proceed to the page to confirm the change contents.

If you have linked the Individual Number Card with your individual account, press the "Individual Number Card information coordination" button and read the card face information of the Individual Number Card.

Press the "Link the Individual Number Card information" button, and the dialog to proceed to the reading of the card will open. Proceed to the reading of the card face information of the Individual Number Card according to the instructions shown on the dialog.

For how to read the card face information of an Individual Number Card, see ["How to read the card face information of an Individual Number Card"](#) in the manual.

Change in the account information

[Confirm the entered information]

Confirmation of a change in an account

Confirm the changed account information.

Corporate number 8700110005901

person in charge

E-mail address aaaabbbb@ccc.com

Password



Completion of the procedure

Change account is completed.
A change completion notification of the account has been sent to you by e-mail.
If you had changed the e-mail address, the notification would have been sent to the former e-mail address, so please confirm it as well.

Confirm the change contents of the account. If there is no error, press the "Change" button.

The change in the account is completed.

An account change notification is sent to the registered e-mail address.

If you change the e-mail address, an account change notification is sent to both the e-mail address before and after the change.



Identity verification methods

About identity verification methods

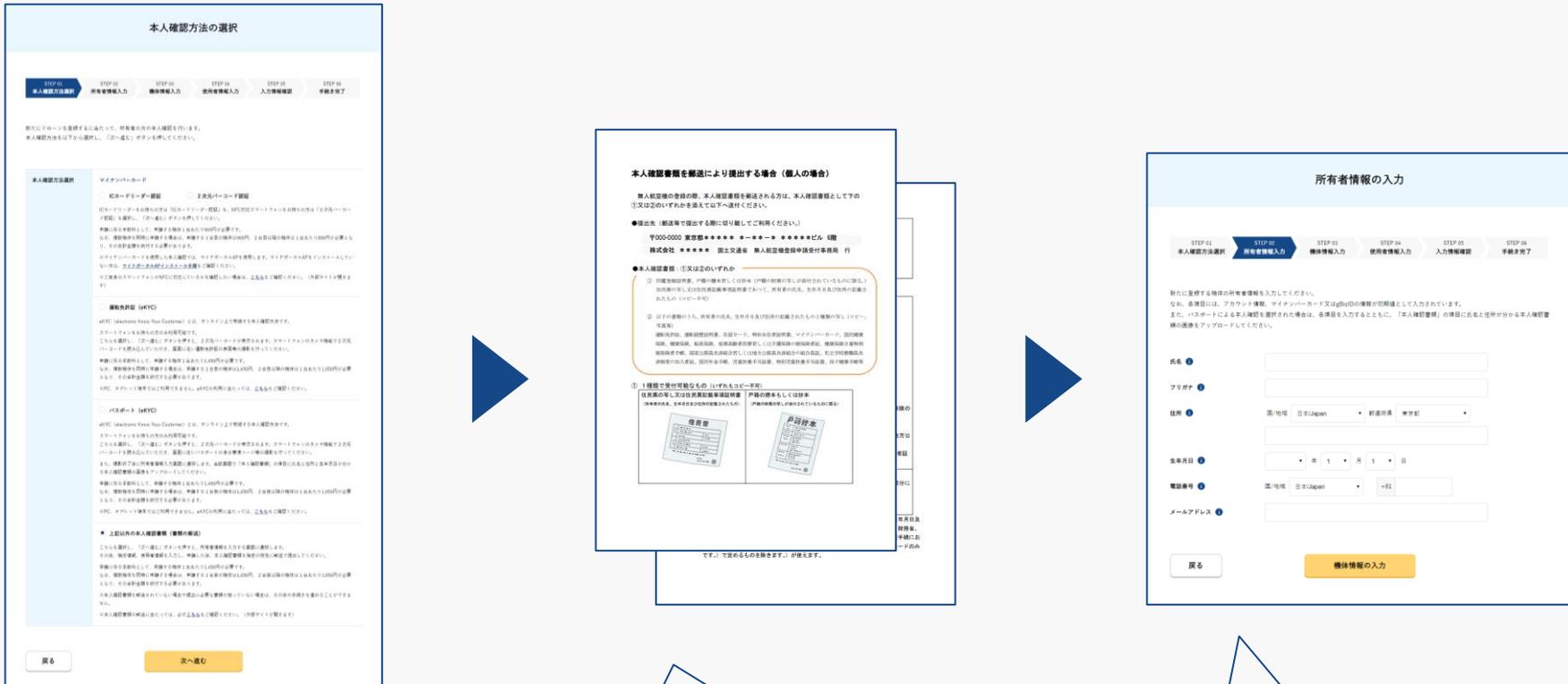
In the case of an application procedure by an agent, the only available identity verification method is “Mailing of an ID” no matter whether his/her account is an individual or corporation one.

Identity verification method	Operation method	Fee
Mailing of an ID	<p>Mail a paper-based ID. Please check the e-mail you will receive after submitting your application and submit your identification documents by mail.</p> <p>*If you do not mail any ID or any of the necessary documents for submission are not available, you cannot proceed with the subsequent procedure.</p> <p>*For the contents and shipping address of an ID, confirm the website of here *When you click the link, an external site will open.</p>	First unit: 1,450 yen Second and following units: 1,050 yen



Flow of verification of the identity with mailing an ID

Flow of verification of the identity with mailing an ID



① Click "Be sure to see here." on the bottom of the explanation

② Go back to the original windows and click "Next" after checking the mailing method of an ID
 * You can view this PDF file from "What is the ID?" in the FAQ.

③ Continue the application operation, and once a reception completion E-mail has been received, please follow what is described on the PDF file to mail the ID.

Registration of a UA

Registration

Applying for the registration of a UA to the DIPS-REG.

Start a registration application

Start a registration application

Select the "Registration" button on the main menu screen.

Enter the password for an agent application

Perform authentication with the password for an agent application received from the owner of the UA.

Enter the owner information

Enter the owner information of the UA to be registered.

Enter the UA information

Enter the information of the UA and remote ID equipment to be registered.

Enter the user information

Enter the user information of the UA.

Confirmation of the owner, UA, and user information

Confirm the entered owner information, UA information, and user information, and apply for registration.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

The registration application is completed

The JCAB confirms the application contents.

For an agent to perform registration, it is necessary to receive a request as an agent from the owner and the password and power of attorney necessary for the registration procedure from the owner.

Registration requires the owner information, UA information (UA model, UA serial number, etc.), Information on the remote ID equipment and user information of the UA. Confirm the items necessary for registration and prepare the information at hand.

Registration requires a fee. For the payment method and the fee amount, see [here](#).

*When you click the link, an external site will open.

As for the online application, you can make applications of 20 UAs of the same owner at one time.

Items necessary for new UA registration

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method. Confirm them and proceed to the procedure.

	Individual	Corporation	
Owner information	<ul style="list-style-type: none"> Name Address Birth date Phone number E-mail address 	<ul style="list-style-type: none"> Corporation number Company/Organization name Name of the representative Location of the head office or the principal office 	<ul style="list-style-type: none"> Name of the person in charge Address of the person in charge Department name of the person in charge Phone number of the person in charge E-mail address
UA information	<ul style="list-style-type: none"> UA manufacturer name UA model UA category UA serial number Presence of the remote ID 	[Altered UAs and amateur-built UAs require the following information as well] <ul style="list-style-type: none"> Weight Maximum Takeoff Weight Size Description of alteration *For altered UAs Images of the UA (Entire UA/Upper face, front face, side face, and control device) 	[The following information is also required if the remote ID is external] <ul style="list-style-type: none"> UA manufacturer name of the remote ID equipment Type of the remote ID equipment UA serial number of the remote ID equipment
User information	<ul style="list-style-type: none"> Name Address Phone number E-mail address 	<ul style="list-style-type: none"> Corporation number Company/Organization name Name of the representative Location of the head office or the principal office 	<ul style="list-style-type: none"> Name of the person in charge Address of the person in charge Department name of the person in charge Phone number of the person in charge E-mail address
Others	<ul style="list-style-type: none"> DIPS2.0 account Power of attorney Password for an agent application ID 		

Registration [Start a registration application]

If an agent performs the procedure by himself/herself, use the followings 

New registration  <small>You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.</small>	Confirmation of the application status/withdraw  <small>You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.</small>
Confirmation/Change of the owner information  <small>You can confirm and change the owner information of an UA for which you are set as the agent.</small>	Confirmation/Change of the UA information and the user information  <small>You can confirm and change the information and user information of an UA for which you are set as the agent.</small>
Update of the effective term  <small>You can update the effective term of an UA for which you are set as the agent.</small>	Deletion of a registered UA  <small>You can delete an UA for which you are set as the agent.</small>
Other procedures  <small>You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.</small>	

On the main menu page, press the “Registration” button in the heading of “If an agent performs the procedure, use the followings.”

The page to enter the password opens.

Registration [The password for an agent application]

Entry of a password(registration by agent)

STEP 01 Start STEP 02 Owner registration STEP 03 UA registration STEP 04 User registration STEP 05 Confirmation STEP 06 Finalization

Enter the login ID, name, and password of the owner of the UA and press the "Next" button.

Login ID ⓘ

Name ⓘ

Password ⓘ

Back Next

Enter the password necessary for an agent to perform registration.

The password is set when the owner of the UA sets an agent. If an agent has not received the password, he/she shall contact the owner of the UA.

After password authentication, the screen to enter the owner information opens.

Registration [The owner information]

Entry of the owner information

STEP 01 Start **STEP 02 Owner registration** STEP 03 UA registration STEP 04 User registration STEP 05 Confirmation STEP 06 Finalization

Enter the owner information of the UA to be registered.
In each item, the account information and the information of Individual Number Card or gBizID are entered as the initial values.
If you select identity verification with the password, fill in each item and upload an image of the ID with which your name and address are visible in the item of "ID".

Name ⓘ

Reading ⓘ

Address ⓘ Country/Region Prefecture

Birth date ⓘ Year Month Day

Phone Number ⓘ Country/Region +81

E-mail address ⓘ

ID 1 ⓘ [IdentityVerificationDocumentL.jpg](#)

ID 2 ⓘ *Not selected

Enter the owner information of the UA to be registered.

A procedure by an agent requires the upload of a power of attorney.

After completing the entry, press the "Enter the UA information" button. The entry screen for the UA information opens.

Registration [The UA information]

Enter the information of the UA to be registered.

Entry of the UA information

STEP 01 Start STEP 02 Owner registration **STEP 03 UA registration** STEP 04 User registration STEP 05 Confirmation STEP 06 Finalization

Enter the information of the UA to be registered.
To register multiple UAs, press the "Enter other UA information" button and enter the information of the other UAs.

Select "Manufactured UA / Altered UA" or "Amateur-Built UA / Others".

Manufactured UA/Altered UA Amateur-Built UA / Others

UA manufacturer name

UA model

UA category

UA serial number

Presence of a remote ID No Yes (built-in) Yes (external)
This setting will become available in April 2022.
If you have a remote ID, change the registered contents again in or after April 2022.

Alteration Not altered Altered
*When you select "Altered," there will be additional entry items.

The information to be entered depends on the UA type. To register a manufactured UA or a manufactured and altered UA, select the "Manufactured UA / Altered UA" button. For an amateur-built UA, select the "Amateur-built UA / Others" button.

Enter all information in the displayed items.

Involved in a registration obligation of an UA, a remote ID feature must be included in the UA to transmit ID information remotely and wirelessly, in addition to the physical indication of the registration ID to the UA.

When changing your registration information of remote ID equipment, apply for change.

You can register up to 20 UAs at one time.

To register multiple UAs, press the "Enter other UA information" button. The entry form switches and you can enter the information of another UA.

After completing the entry, select the "Enter the user information" button. The entry screen for the user information opens

Registration [The user information]

Entry of the user information

STEP 01 Start STEP 02 Owner registration STEP 03 UA registration **STEP 04 User registration** STEP 05 Confirmation STEP 06 Finalization

If the owner is the same as the user, select the "Yes" button for the following question and press the "Confirm the entered information" button.

If the owner is different from the user, select the "No" button for the following question and enter the information of the user.

To register multiple new UAs, it is necessary to enter the user information of each UA. Enter the user information of the UAs shown on the screen, and then press the "Enter the user information of another UA" button.

Is the owner the same as the user?

See the information of another UA

User type Individual Company/Organization

Enter the user information of the UA.

If the owner is the same as the user, select the "Yes" button for the question "Is the owner the same as the user?".

If the user is different from the owner, select the "No" button for the question "Is the owner the same as the user?" and enter the user information.

If you have entered information of multiple UAs on the entry page of the UA information, it will be necessary to enter the user information for each UA. Enter the user information of one UA, and then press the "Enter the user information of another UA" button and enter the user information of all UAs to be registered.

After completing the entry, press the "Confirm the entered information" button.

The confirmation screen of the owner, UA, and user information opens.

Registration [Confirmation of the owner, UA, and user information]

Confirmation of the owner, UA, and user information

STEP 01
Start
STEP 02
Owner registration
STEP 03
UA registration
STEP 04
User registration
STEP 05
Confirmation
STEP 06
Finalization

Confirm the owner information, UA information, and user information to be updated, and then press the "Apply for change" button. If there is any error in the entered contents, press the "Correct" button at the bottom of each information category and correct the contents.

Owner information

Name	Touroku Shinsei
Reading	シンセイ トウロク
Address	1-2-3, Hakodate, Hokkaido ,Japan
Birth date	2021/04/10
Phone Number	+81 0123456789
E-mail address	
ID 1	本人確認書類 1.pdf
ID 2	本人確認書類 2.pdf
ID 3	本人確認書類 3.pdf
Power of attorney	委任状.pdf

Correct the owner

Back

Apply for registration

Confirm the entered owner information, UA information, and user information, and apply for registration. If there is any error in the entered contents, press the "Correct" button at the bottom of each information category and correct the contents.

If there is no error in the entered contents, press the "Apply for registration" button.

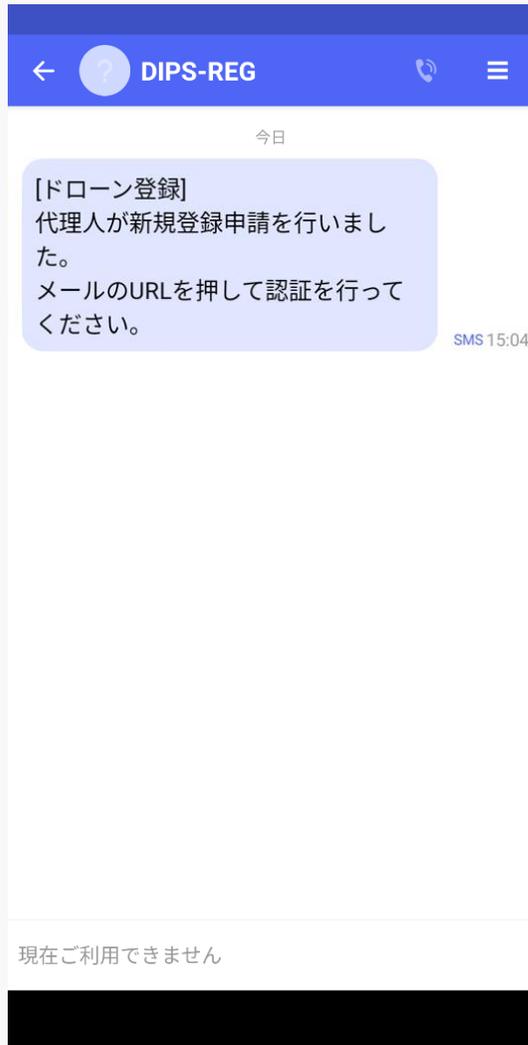
The confirmation email and text message are sent to the email address and phone number of the person who registered as the owner. If there is no problem, press the "OK" button.

An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

*No arrival confirmation URL will be sent in a text message. Check your email and authenticate.

*If you reapply, no text message will be sent.

Registration [Arrival confirmation *This operation is performed by the owner of the UA]

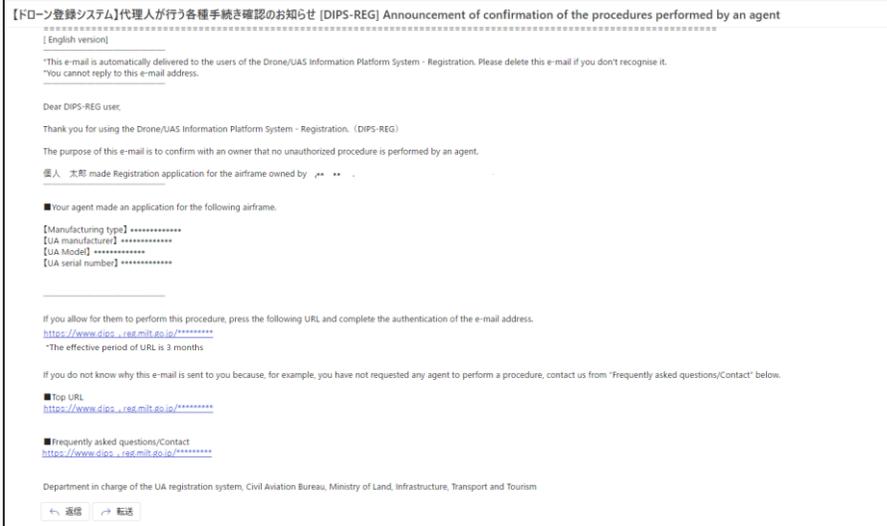


If the phone number registered as the owner is a device that can receive text messages, we will also send a text message about the arrival confirmation procedure.

*Arrival confirmation is not implemented by SMS.

*The source of the SMS is "DIPS-REG."

Registration [Arrival confirmation *This operation is performed by the owner of the UA]



The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail and the application contents. If the destination is the owner and there is no problem with the application contents, press the URL for arrival confirmation to complete the authentication of the e-mail address.

Notify the agent of the completion of arrival confirmation.

When the owner completes arrival confirmation, an e-mail notification is sent to the agent. The agent confirms the e-mail notification and mails the ID of the owner. For the contents and shipping address of an ID, confirm the [website of the MLIT \(here\)](#).

After the ID is mailed, the application contents are confirmed. After the confirmation is finished, an e-mail describing the fee is sent to the e-mail addresses of the owner and the agent (account). A notification of the payment number, etc. is mailed to the owner. Then, request the owner to pay the fee.

The application status can be confirmed on the page of the list of application statuses.



Confirmation of the application
status/Cancellation/Drop

Confirmation of the application status/Cancellation/Drop

Start the confirmation of the application status/withdraw



Open the list of applications in progress

Press the "Confirmation of the application status/withdraw" button on the main menu.



Confirm the application status and the application contents

The completed application procedures are displayed in a list. To confirm the application contents, press the "Details" button.



Cancel/Drop the application

Press the "Cancel" or "Withdraw" button depending on the application procedure in progress to cancel/drop the procedure.



The confirmation of the application status/drop/payment is completed

A notification is sent by e-mail.

Confirming the application status and contents, and cancelling and dropping the application.

Confirmation of the application status/Cancellation/Drop

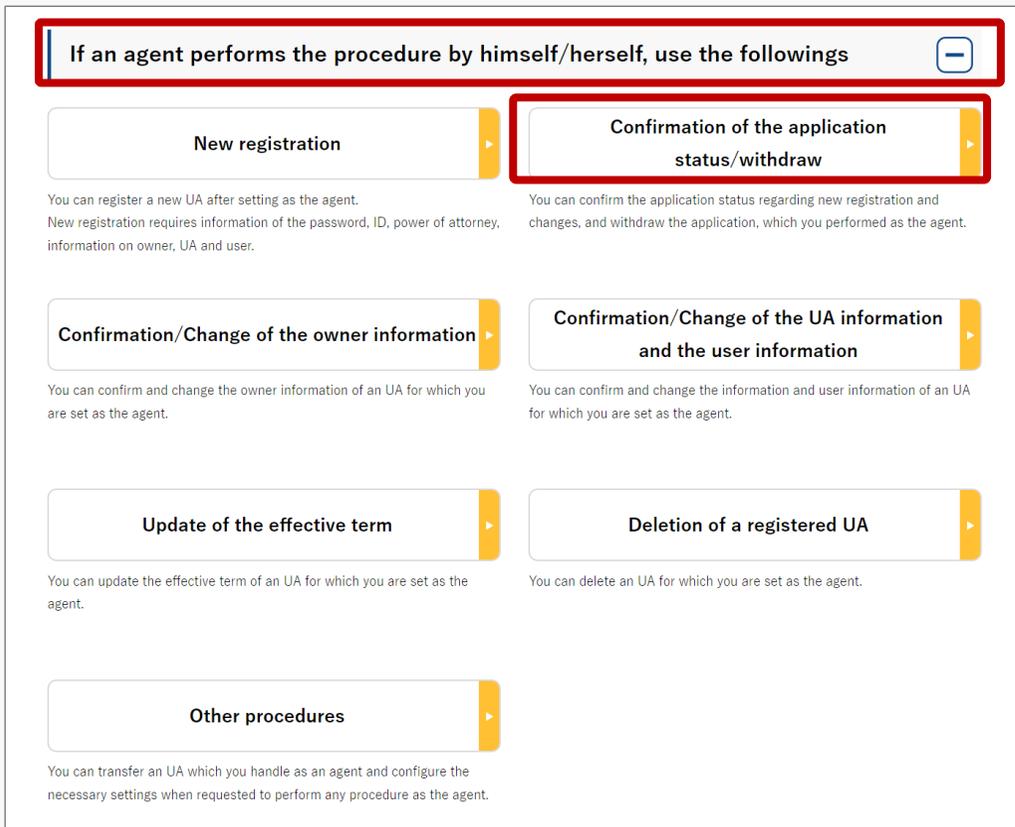
The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Necessary items	<ul style="list-style-type: none">• DIPS2.0 account	

Confirmation of the application status/Cancellation/Drop

[Open the list of applications in progress]



If an agent performs the procedure by himself/herself, use the followings 

- New registration**
You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.
- Confirmation of the application status/withdraw**
You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.
- Confirmation/Change of the owner information**
You can confirm and change the owner information of an UA for which you are set as the agent.
- Confirmation/Change of the UA information and the user information**
You can confirm and change the information and user information of an UA for which you are set as the agent.
- Update of the effective term**
You can update the effective term of an UA for which you are set as the agent.
- Deletion of a registered UA**
You can delete an UA for which you are set as the agent.
- Other procedures**
You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.

Select the “Confirmation of the application status/withdraw” button in the frame of “If an agent performs the procedure, use the followings”.

The screen of the list of application statuses will open.

Confirmation of the application status/Cancellation/Drop

[Confirm the application status and the application contents]

Application status list

The list of the applications in progress is displayed.
 By pressing the "Details" button, you can confirm the details of the application status.
 By pressing the "Pay now" button, you can pay the fee.
 By pressing the "Withdraw" button, you can confirm the details of the application status and then withdraw the application.

Application reception number

Application type

Application status

Registration ID

Search

Application reception number	Application type	Application status	Application date	Details	Cancel / Withdraw / Reapply	Payment selection
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Application reception number	Application type	Application status	Application date	Details	Cancel / Withdraw / Reapply	Payment selection
100000000003	Registration	-	2021/10/02	Details		Payment
100000000001	Change notification	-	2021/10/02	Details	Cancel	
080000000002	Application authority transfer (transferee)	-	2021/10/02	Details		
100000000001	Registration	-	2021/10/01	Details		Payment

A list of all application contents are displayed. Confirm the application status.

Application reception number or Registration ID allows you to perform a partial match search.

To confirm the application contents, select the "Details" button. The details page of application statuses will open.

Details of the application status

The detailed information of the application selected on the application status list screen is displayed.

Application status ??

UA information

Registration ID

Manufacturing type

UA manufacturer name (EN/DJ)

UA model (EN)PHANTOM 1

UA category

Confirmation of the application status/Cancellation/Drop

[Cancellation/Drop of an application]

Application reception number	Application type	Application status	Application date	Details	Cancel / Withdraw / Reapply	Payment selection
100000000002	Renewal	-	2021/10/04	Details	Withdraw	
100000000002	Deletion	-	2021/10/03	Details	Cancel	
100000000001	Ownership transfer (transferer)	-	2021/10/03	Details	Withdraw	



Details of the application status

The detailed information of the application selected on the application status list screen is displayed.
To cancel the application, press the "Cancel" button at the bottom of the screen.

Application status

??

E-mail address wip1@a.com

Back

Pressing this button cancels (disables) the password issued for the procedure to transfer an owned UA or set/cancel an agent. Confirm again that it can be canceled and press this button if it is no problem.

Cancel

Next

To cancel an application related to the transfer of a UA, press the "Cancel" button on the page of the application list.

In other cases such as dropping a registration application, press the "withdraw" button on the page of the application list.

The details page of the application status opens. Confirm the application contents to "Cancel" or "withdraw." If there is no problem, press the "Cancel" or "withdraw" button.

The page of procedure completion is displayed. An e-mail of the application contents is sent to the e-mail address of the account of the applicant.



Reapply

Reapply

Making a reapplication if it is necessary to correct the application contents or to reapply after dropping.

Start reapplication

Open the list of applications in progress

Press the "Confirmation of the application status/Drop/Payment" button on the main menu.

Select the application procedure to perform again

Select the application procedure to reapply from the list of the applications in progress.

Confirm/Correct the application contents

Confirm the application contents on the confirmation page of the owner, UA, and user information.

Execution of reapplication

If there is no error in the information of the owner, UA, or user, press the "Reapply" button to execute the reapplication.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

Reapplication is completed

A notification is sent to the e-mail address registered for the account.

A reapplication by an agent requires e-mail arrival confirmation by the owner after the reapplication. A reapplication is completed after the completion of e-mail arrival confirmation by the owner.

Items necessary for a reapplication

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Necessary items	<ul style="list-style-type: none">• DIPS2.0 account	

Reapplication [Open the list of applications in progress]

If an agent performs the procedure by himself/herself, use the followings 

<p>New registration </p> <p>You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.</p>	<p>Confirmation of the application status/withdraw </p> <p>You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.</p>
<p>Confirmation/Change of the owner information </p> <p>You can confirm and change the owner information of an UA for which you are set as the agent.</p>	<p>Confirmation/Change of the UA information and the user information </p> <p>You can confirm and change the information and user information of an UA for which you are set as the agent.</p>
<p>Update of the effective term </p> <p>You can update the effective term of an UA for which you are set as the agent.</p>	<p>Deletion of a registered UA </p> <p>You can delete an UA for which you are set as the agent.</p>
<p>Other procedures </p> <p>You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.</p>	

Select the “Confirmation of the application status/withdraw” button in the frame of “If an agent performs the procedure, use the followings”.

The screen of the list of application statuses will open.

Reapplication [Select the application procedure to perform again]

Application status list

The list of the applications in progress is displayed.
By pressing the "Details" button, you can confirm the details of the application status.
By pressing the "Pay now" button, you can pay the fee.
By pressing the "Withdraw" button, you can confirm the details of the application status and then withdraw the application.

Application reception number
Application type
Application status
Registration ID

Search

Application reception number	Application type	Application status	Application date	Details	Cancel / Withdraw / Reapply	Payment selection
100000000002	Renewal	-	2021/10/04	Details	Withdraw	
100000000001	Ownership transfer (transferee)	-	2021/10/04	Details	Reapply	
100000000002	Deletion	-	2021/10/03	Details	Cancel	

Press the "Reapply" button in the list of application statuses.

The confirmation page of the owner, UA, and user information opens.

Reapplication [Confirm/Correct the application contents]

Confirmation of the owner, UA, and user information

Name	個人 太郎
Reading	ロジシ タロウ
Address	Japan Tokyo 千代田区有明2丁目1-3
Birth date	2004/10/21
Phone number	+81 09012345678
E-mail address	test@test.co.jp

[Correct the user](#)

▼

Entry of the user information

UA information [+](#)

Owner information [+](#)

[Back](#) [Finish correction](#)

Confirm the application contents on the confirmation page of the owner, UA, and user information.

If any correction is required, press the correction button under the owner, UA, and user information to open the form for correction.

After making corrections in each form, press the “Finish correction” button at the bottom of the form.

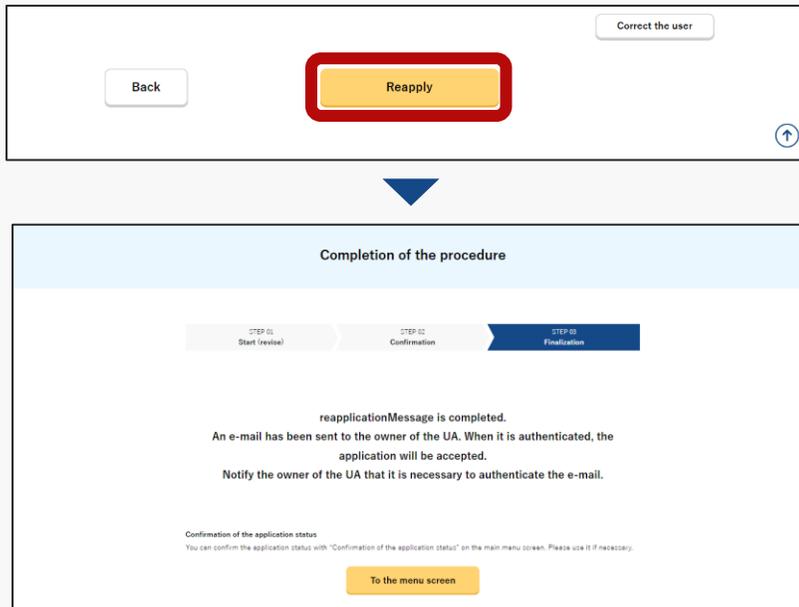
The confirmation page of the owner, UA, and user information opens again.

Reapplication [Execution of reapplication]

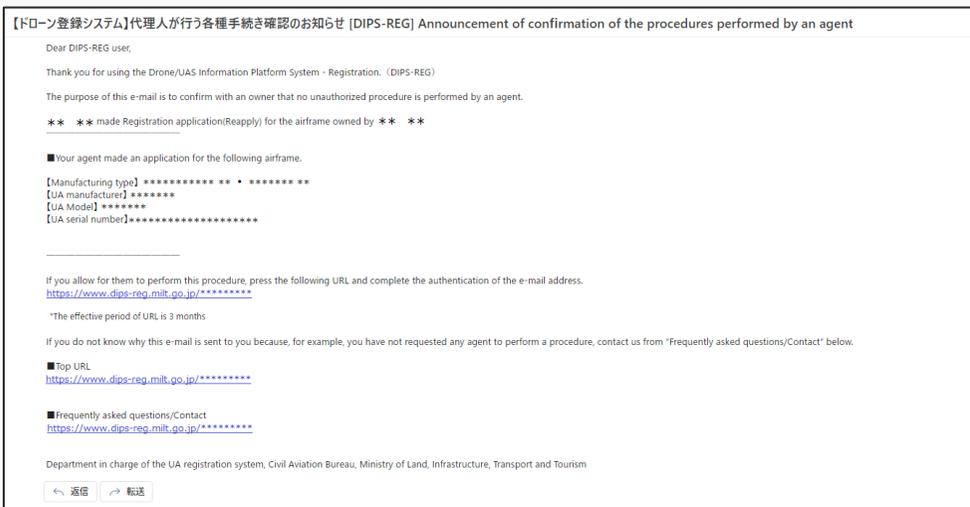
Press the “Reapply” button on the confirmation page of the owner, UA, and user information.

An arrival confirmation e-mail is sent to the e-mail address of the person to be registered as the owner. The agent shall request the owner to confirm arrival.

When arrival confirmation is completed, the procedure is completed.



Reapplication [Arrival confirmation *This operation is performed by the owner of the UA]



The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail. If the destination is the owner and the application procedure is in progress, press the URL for arrival confirmation to complete the authentication of the e-mail address.

After the completion of arrival confirmation by the owner of the UA, the notification contents are confirmed. If there is any defect in the notification contents, a notification may be sent to the e-mail address registered for the account.

The procedure status can be confirmed on the page of the list of application statuses.



Confirmation/Change of the owner information

Confirmation/Change of the owner information

Confirming/Changing the owner information.

Start the confirmation/change of the owner information

Open the list of owned UAs

Select the "Confirmation/Change of the owner information" button on the main menu screen.

Confirm the owner information

The owned UAs are displayed in a list. To confirm the detailed information of the owner, press the "Details" button to open the details screen.

Select the UA whose owner information is to be changed

Select the UA to change the owner information in the list of the owned UA, and proceed to the change procedure.

Change the owner information

Change the owner information.

Confirm the change contents and make a change notification

Confirm the change contents. If there is no error, make a change notification.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

The confirmation/change of the owner information is completed

A registration completion notification is sent to the e-mail address of the account of the applicant.

Identity verification is required in the middle of this procedure. For the identity verification method, confirm the manual of the [identity verification methods](#).

Items necessary for the confirmation/change of the owner information

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Owner information after the change	<ul style="list-style-type: none"> • Name • Address • Birth date • Phone number • E-mail address 	<ul style="list-style-type: none"> • Corporation number • Company/Organization name • Name of the representative • Location of the head office or the principal office • Name of the person in charge • Address of the person in charge • Department name of the person in charge • Phone number of the person in charge • E-mail address
Others	<ul style="list-style-type: none"> • DIPS2.0 account • ID • Power of attorney 	

Confirmation/Change of the owner information

[Open the list of owned UAs]

If an agent performs the procedure by himself/herself, use the followings 

New registration 

You can register a new UA after setting as the agent.
New registration requires information of the password, ID, power of attorney, information on owner, UA and user.

Confirmation of the application status/withdraw 

You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.

Confirmation/Change of the owner information 

You can confirm and change the owner information of an UA for which you are set as the agent.

Confirmation/Change of the UA information and the user information 

You can confirm and change the information and user information of an UA for which you are set as the agent.

Update of the effective term 

You can update the effective term of an UA for which you are set as the agent.

Deletion of a registered UA 

You can delete an UA for which you are set as the agent.

Other procedures 

You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.

Select the “Confirmation/Change of the owner information” button in the frame of “If an agent performs the procedure, use the followings”.

The screen of the list of owned UAs will open.

Confirmation/Change of the owner information

[Confirm the owner information]

Confirmation/Change of the owner information

You can confirm the information of a registered UA and change the owner information.

Select all

Registration ID	UA model	Company/ Organization name	Location of the head office or the principal office	Phone number of the person in charge	E-mail address of the person in charge	End date of the effective period	
<input type="checkbox"/> AAA00001	(EN)PHANTOM 1	Sample Company	1-2-3, Saitama	111222333444555	sample_test@mail.com	2023/01/01	Details
<input type="checkbox"/> AAA00002	A01	Sample Company	1-2-3, Saitama	111222333444555	sample_test@mail.com	2023/01/01	Details



Details of registered information

You can confirm and change registered information of an owner, UA, and user.

Owner information

Corporate number 123

Company/Organization name Sample Company

Name of the representative Sample Taro

The owned UAs are displayed in a list.

Registration ID, UA model, Name of the owner, Phone number and E-mail address allows you to perform a partial match search.

To confirm the detailed information of the owner, select the "Details" button to open the details screen.

The confirmation of the owner information is completed

To continue to change the owner information, proceed to the following procedure.

Confirmation/Change of the owner information

[Select the UA whose owner information is to be changed]

Confirmation/Change of the owner information

You can confirm the information of a registered UA and change the owner information.

Select all

Registration ID	UA model	Company/ Organization name	Location of the head office or the principal office	Phone number of the person in charge	E-mail address of the person in charge	End date of the effective period	
<input type="checkbox"/> AAA00001	(EN)PHANTOM 1	Sample Company	1-2-3, Saitama	111222333444555	sample_test@mail.com	2023/01/01	Details
<input type="checkbox"/> AAA00002	A01	Sample Company	1-2-3, Saitama	111222333444555	sample_test@mail.com	2023/01/01	Details

Back Change the owner information

In the list of the owned UAs, check the UA whose owner information is to be changed. You can select multiple UAs.

After selecting a UA, press the “Change the owner information” button.

You cannot select multiple UAs with different owners in one application.

If you have selected multiple UAs with different owner information (phone number, e-mail address, etc.), a dialog will be displayed. Confirm the contents shown on the dialog and press “OK” or “Cancel.”

The purpose of this function is to avoid a mixture of new and old information in UAs of the same owner.

A list of the selected UAs is displayed. Confirm it and press the “Entry of the owner information to be changed” button.

The change form of the owner information opens.

Confirmation of the UA whose owner information is to be changed

STEP 01 Confirm the airframe whose owner information is to be changed

STEP 02 Enter the change information

STEP 03 Confirm the change information

STEP 04 Complete the procedure

If there is no error in the UA whose owner information you will change, press the “Enter the owner information to be changed” button.

Back Enter the owner information to be changed

Confirmation/Change of the owner information

[Change the owner information]

Entry of the owner information to be changed

STEP 01 Start **STEP 02 Alteration registration** STEP 03 Confirmation STEP 04 Finalization

To change the name or address, identity reverification is required. Select the identity verification method from the following buttons and reverify the identity.
To change any other item than the name and address, enter the changed contents in the relevant items.
After completing identity reverification and the entry of the changed contents, press the "Confirm" button.

Identity reverification

Other IDs (mailing documents)

Name [?] サンプル 太郎

Reading [?] サンプル タロウ

Address [?] Country/Region Nauru Prefecture -

Birth date [?] 1970 Year 1 Month 1 Day

Phone number [?] Country/Region Myanmar +95 11122233344455

E-mail address [?] aaaaa@bbbb.com

Power of attorney [?] [権状上面画像.png](#) **Delete**

Back **Confirm**

A change of the name or address of the owner requires identity verification (To change any other information than the name or address, identity verification is not required).

For a procedure by an agent, only "Other IDs (mailing documents)" is available. For the identity verification procedure, also confirm the manual of the [identity verification methods](#).

Enter the new owner information. After entering the information, press the "Confirm" button.

Confirmation/Change of the owner information

[Confirm the change contents and make a change notification]

Confirmation of the owner, UA, and user information

STEP 01 Start STEP 02 Identity verification STEP 03 Alteration registration **STEP 04 Confirmation** STEP 05 Finalization

Confirm the owner information, UA information, and user information to be updated, and then press the "Apply for update" button. If there is any change in the UA information or user information, press the "Correct the UA" button or the "Correct the user" button to make correction.

Owner information

UA serial number 01412356789041235678

Additional alteration No

Alteration Not altered

Correct the UA

User information

Confirmation that the owner and user are the same person Same as the owner

Correct the user

Back **Apply for change**

Confirm the entered information and make a change notification of the owner information. If any correction is required, you can press the "Return" button to return to the entry page and make the correction.

To change the UA and user information at one time, press the "Correct the UA" button and the "Correct the user" button to open the correction form where you can make the correction.

If there is no error in the entered information, press the "Apply for change" button.

The confirmation email and text message are sent to the email address and phone number of the person who registered as the owner. If there is no problem, press the "OK" button.

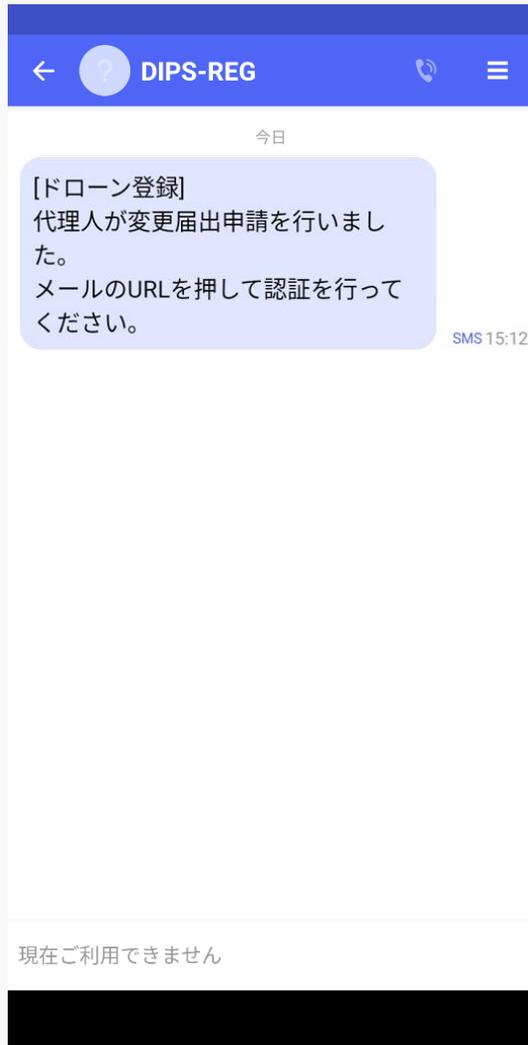
An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

*No arrival confirmation URL will be sent in a text message. Check your email and authenticate.

*If you reapply, no text message will be sent.

Confirmation/Change of the owner information

[Confirm arrival *This operation is performed by the owner of the UA]



If the phone number registered as the owner is a device that can receive text messages, we will also send a text message about the arrival confirmation procedure.

*Arrival confirmation is not implemented by SMS.

*The source of the SMS is "DIPS-REG."

Confirmation/Change of the owner information

[Confirm arrival *This operation is performed by the owner of the UA]

× [ドローン登録システム]代理人が行う各種手続き確認のお知らせ [DIPS-REG] Announcement of confirmation of the procedures performed by an agent

[English version]

*This e-mail is automatically delivered to the users of the Drone/UAS Information Platform System - Registration. Please delete this e-mail if you don't recognise it.
*You cannot reply to this e-mail address.

Dear DIPS-REG user,

Thank you for using the Drone/UAS Information Platform System - Registration. (DIPS-REG)

The purpose of this e-mail is to confirm with an owner that no unauthorized procedure is performed by an agent.

○○ ○○ made Deletion application for the airframe owned by △△ △△

■ Your agent made an application for the following airframe.

[Manufacturing type] ○○

[UA manufacturer] □□

[UA Model] △△

[UA serial number] ××

If you allow for them to perform this procedure, press the following URL and complete the authentication of the e-mail address.

https://www.dips-reg.mlit.go.jp/*****

*The effective period of URL is 3 months

If you do not know why this e-mail is sent to you because, for example, you have not requested any agent to perform a procedure, contact us from "Frequently asked questions/Contact" below.

■ Top URL

https://www.dips-reg.mlit.go.jp/*****

■ Frequently asked questions/Contact

https://www.dips-reg.mlit.go.jp/*****

Department in charge of the UA registration system, Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail. If the destination is the owner and the notification procedure is in progress, press the URL for arrival confirmation to complete the authentication of the e-mail address.

When the owner of the UA completes arrival confirmation, an e-mail notification is sent to the agent. The agent confirms the e-mail notification and mails the ID of the owner. For the contents and shipping address of an ID, confirm the [website of the MLIT \(here\)](#).

After an ID is mailed, the notification contents are confirmed. If there is any defect in the notification contents, a notification may be sent to the e-mail address registered for the account.

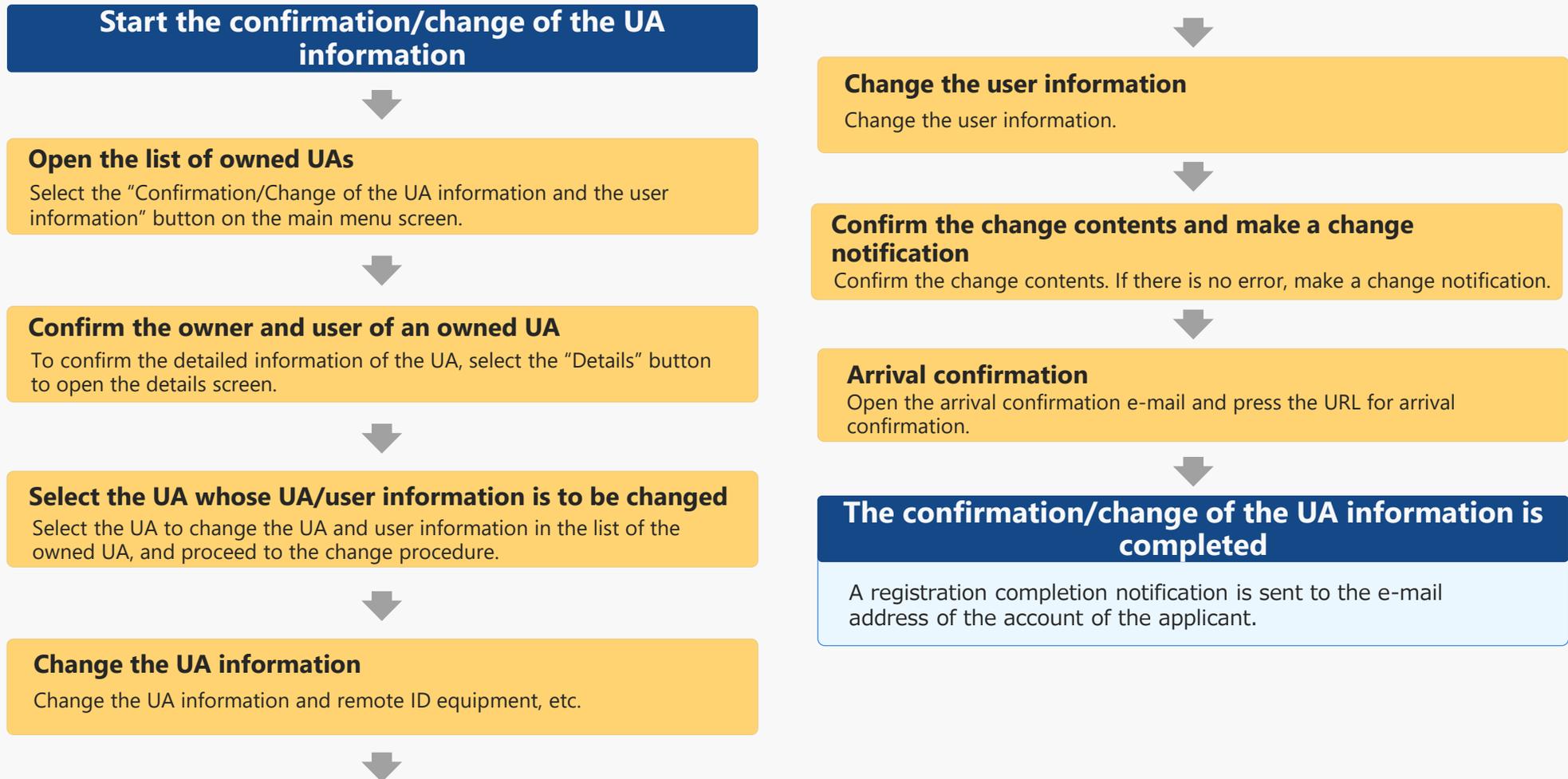
The procedure status can be confirmed on the page of the list of application statuses.



Confirmation/Change of the UA
information and the user information

Confirmation/Change of the UA information and the user information

Confirming/Changing the UA and user information.



Items necessary for the confirmation/change of the UA and user information

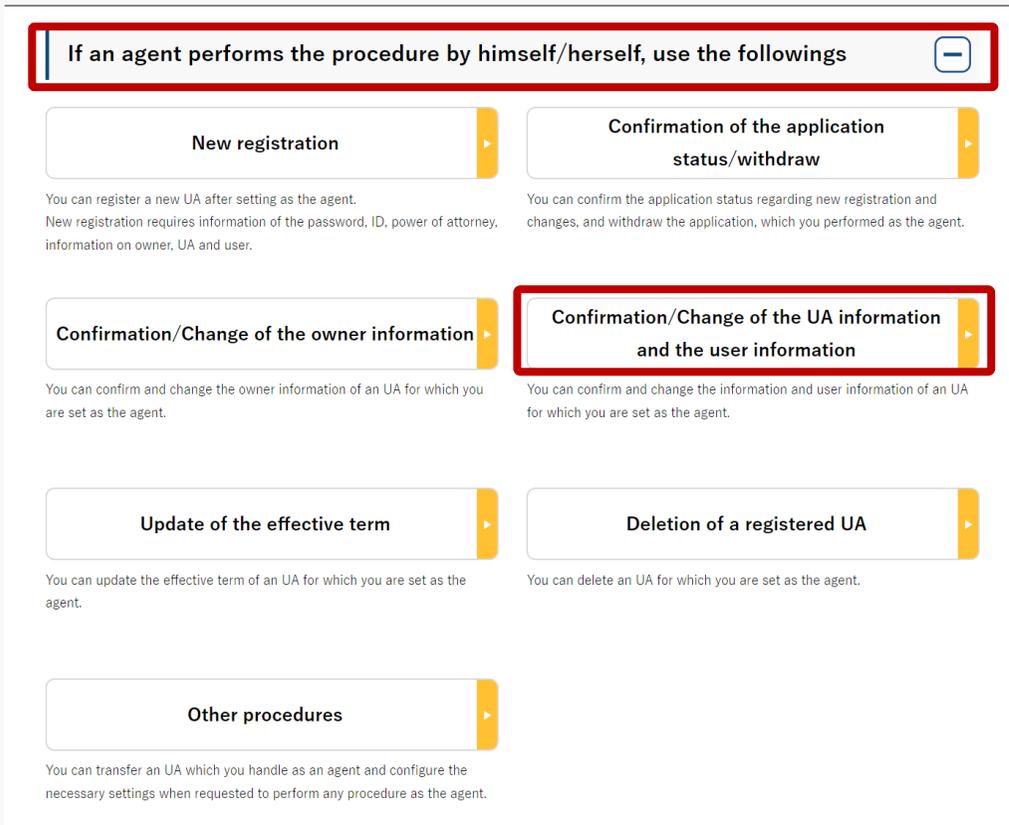
The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
See the UA information after the change	<ul style="list-style-type: none"> • UA manufacturer name • UA model • UA category • UA serial number • Presence of the remote ID 	<p>[Altered UAs and amateur-built UAs require the following information as well]</p> <ul style="list-style-type: none"> • Weight • Maximum Takeoff Weight • Size • Description of alteration *For altered UAs • Images of the UA (Entire UA/Upper face, front face, side face, and control device) <p>[The following information is also required if the remote ID is external]</p> <ul style="list-style-type: none"> • UA manufacturer name of the remote ID equipment • Type of the remote ID equipment • UA serial number of the remote ID equipment
User information after the change	<ul style="list-style-type: none"> • Name • Address • Phone number • E-mail address 	<ul style="list-style-type: none"> • Corporation number • Company/Organization name • Name of the representative • Location of the head office or the principal office • Name of the person in charge • Address of the person in charge • Department name of the person in charge • Phone number of the person in charge • E-mail address
Others	<ul style="list-style-type: none"> • DIPS2.0 account 	

Confirmation/Change of the UA and user information

[Open the list of owned UAs]



If an agent performs the procedure by himself/herself, use the followings

- New registration**
You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.
- Confirmation of the application status/withdraw**
You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.
- Confirmation/Change of the owner information**
You can confirm and change the owner information of an UA for which you are set as the agent.
- Confirmation/Change of the UA information and the user information**
You can confirm and change the information and user information of an UA for which you are set as the agent.
- Update of the effective term**
You can update the effective term of an UA for which you are set as the agent.
- Deletion of a registered UA**
You can delete an UA for which you are set as the agent.
- Other procedures**
You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.

Select the “Confirmation/Change of the UA information and the user information” button in the frame of “If an agent performs the procedure, use the followings”.

The screen of the list of owned UAs will open.

Confirmation/Change of the UA and user information

[Confirm an owned UA]

Confirmation/Change of the UA information and the user information

You can confirm the information of a registered UA information and change the UA information and the user information.

Select all

	Registration ID	UA manufacturer name	UA model	Name of the user	Last update date	End date of the effective period	
<input type="checkbox"/>	AAA00001	(EN)DJI	(EN)PHANT OM 1	サンプル 太郎	2020/01/01	2023/01/01	Details
<input type="checkbox"/>	AAA00002	AAAce1	A01	サンプル 太郎	2020/01/01	2023/01/01	Details

The owned UAs are displayed in a list. Registration ID, UA manufacturer name, UA model, Name of the owner, and Name of the user allows you to perform a partial match search.

To confirm the detailed information of the UA/user, select the "Details" button to open the details screen.

Details of registered information

You can confirm and change registered information of an owner, UA, and user.

Owner information

Corporate number 123

Company/Organization name サンプル株式会社

Name of the representative サンプル

The confirmation/change of the UA/user information is completed.

To continue to change the UA information, proceed to the following procedure.

Confirmation/Change of the UA and user information

[Select the UA whose UA/user information is to be changed]

Confirmation/Change of the UA information and the user information

You can confirm the information of a registered UA information and change the UA information and the user information.
To change the UA information and the user information, select the UA to change and press the "Change the UA/user information" button.

Registration ID ⓘ UA manufacturer name ⓘ UA model ⓘ Name of the user ⓘ

Search

<input type="checkbox"/>	Registration ID	UA manufacturer name	UA model	Name of the user	Last update date	End date of the effective period	
<input type="checkbox"/>	AAA00001	(EN)DJI	(EN)PHANTOM 1	サンプル 太郎	2020/01/01	2023/01/01	Details
<input type="checkbox"/>	AAA00002	AAAc1	A01	サンプル 太郎	2020/01/01	2023/01/01	Details

1

Back
Change the UA/user information

In the list of the owned UAs, check the UA whose UA/user information is to be changed. You can select multiple UAs.

After selecting a UA, press the "Change the UA/user information" button.

You cannot select multiple UAs with different owners in one application.

If you have selected multiple UAs with different owner information (phone number, e-mail address, etc.), a dialog will be displayed. Confirm the contents shown on the dialog and press "OK" or "Cancel."

The purpose of this function is to avoid a mixture of new and old information in UAs of the same owner.

A list of the selected UAs is displayed. Confirm it and press the "Entry of the UA/user information to be changed" button.

The change form of the UA/user information opens.

Confirmation/Change of the UA and user information

[Change the UA information]

Entry of the UA/user information to be changed

STEP 01 Start **STEP 02 Alteration registration** STEP 03 Confirmation STEP 04 Finalization

Select whether the UA information has been changed and then enter the changed contents in the relevant items.
After completing the entry of the changes contents, press the "Confirm" button.
To change multiple UAs, press the "Enter the UA/user information of another UA" button and enter the contents.

Is there any change in the UA information?

UA information

User information

Press the heading and then the form will open.

If there is any change in the UA information, select "Yes" for the question "Is there any change in the UA information?" and enter the UA information after the change.

You cannot change the manufacturing type, UA manufacturer name, UA model, UA category, and UA serial number. If any of them has to be changed, register a new UA.

Involved in a registration obligation of an UA, a remote ID feature must be included in the UA to transmit ID information remotely and wirelessly, in addition to the physical indication of the registration ID to the UA.

When changing your registration information of remote ID equipment, apply for change.

If you have selected multiple UAs, confirm and change the user information, and then press the "Enter another UA/user information" button to switch the UA.

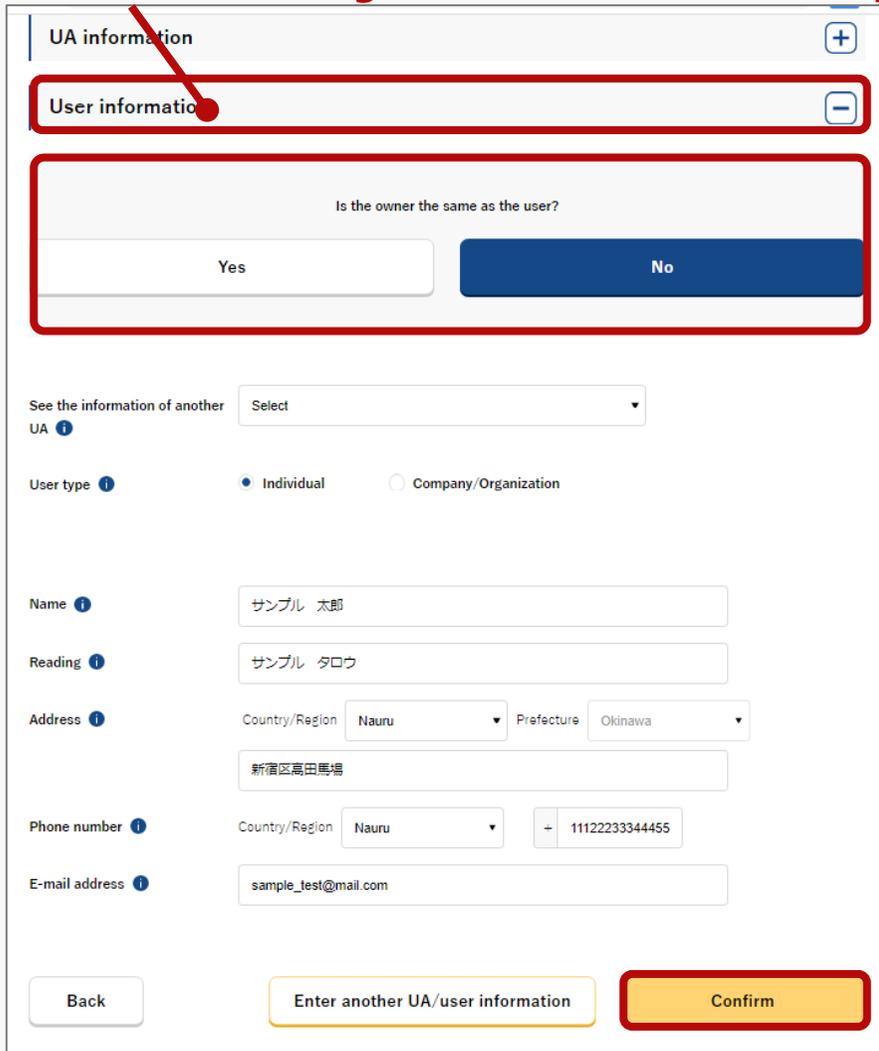
After the completion of all confirmations and changes of the selected UAs, select the "Confirm" button.

The confirmation screen opens.

Confirmation/Change of the UA and user information

[Change the user information]

Press the heading and then the form will open.



UA information (+)

User information (-)

Is the owner the same as the user?

Yes No

See the information of another UA

User type Individual Company/Organization

Name

Reading

Address Country/Region Prefecture

Phone number Country/Region

E-mail address

Back Enter another UA/user information Confirm

If the owner is the same as the user, select “Yes” for the question “Is the owner the same as the user?”.

If the user is different from the owner, enter the information of the user after the change.

If you have selected multiple UAs, confirm and change the UA information, and then select the “Enter another UA/user information” button to switch the UA.

After the completion of all confirmations and the changes of the selected UAs, select the “Confirm” button.

The confirmation screen opens.

Confirmation/Change of the UA and user information

[Confirm the change contents and make a change notification]

Confirmation of the owner, UA, and user information

STEP 01
Start

STEP 02
Alteration registration

STEP 03
Confirmation

STEP 04
Finalization

Confirm the owner information, UA information, and user information to be updated, and then press the "Apply for change" button. If there is any error in the entered contents, press the "Correct" button at the bottom of each information category and correct the contents.

Owner information

Corporate number

Company/Organization name

Name of the representative

Location of the head office or the principal office

Name of the person in charge

Reading of the person in charge

Address

Phone number

E-mail address

Confirm the entered information and make a change notification of the UA and user information. If any correction is required, you can press the "Return" button to return to the entry page and make the correction.

To also change the owner information at one time, press the "Correct the owner" button to open the correction form where you can make the correction. For the method, see the manual of the [confirmation/change of the owner information](#).

If there is no error in the entered information, press the "Apply for change" button.

If you have selected multiple UAs with different owner information to change the UA and user information, a dialog will be displayed which indicates that the last updated dates of the owner information among the selected UAs will be integrated into the owner information of the newest UA. If it has to be confirmed or changed, press the "Cancel" button, close a dialog, and confirm the owner information.

If there is no defect in the notification contents, the confirmation email and text message are sent to the email address and phone number of the person who registered as the owner. If there is no problem, press the "OK" button.

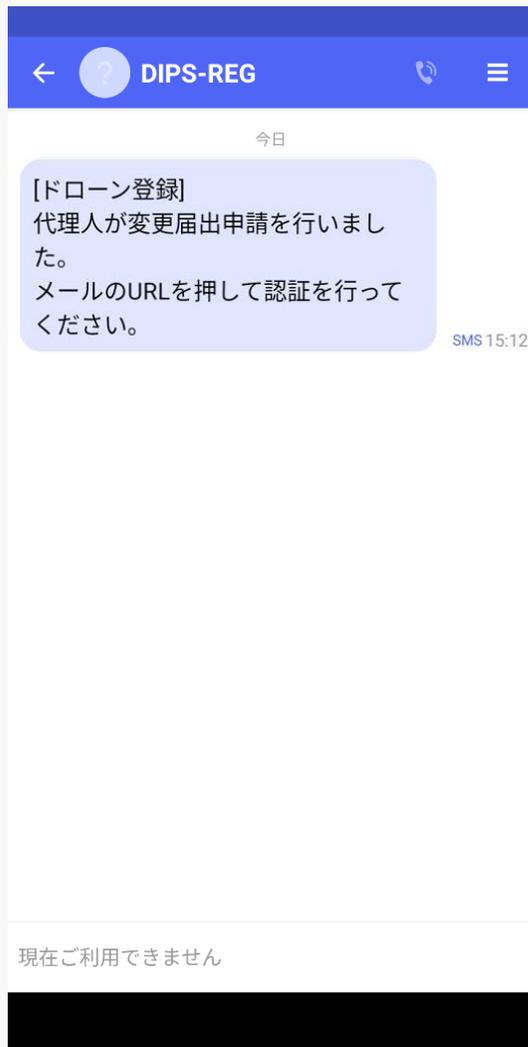
An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

*No arrival confirmation URL will be sent in a text message. Check your email and authenticate.

*If you reapply, no text message will be sent.

Confirmation/Change of the UA and user information

[Confirm arrival *This operation is performed by the owner of the UA]



If the phone number registered as the owner is a device that can receive text messages, we will also send a text message about the arrival confirmation procedure.

*Arrival confirmation is not implemented by SMS.

*The source of the SMS is "DIPS-REG."

Confirmation/Change of the UA and user information

[Confirm arrival *This operation is performed by the owner of the UA]

× 【ドローン登録システム】代理人が行う各種手続き確認のお知らせ [DIPS-REG] Announcement of confirmation of the procedures performed by an agent

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[English version]

*This e-mail is automatically delivered to the users of the Drone/UAS Information Platform System - Registration. Please delete this e-mail if you don't recognise it.
 *You cannot reply to this e-mail address.

Dear DIPS-REG user,

Thank you for using the Drone/UAS Information Platform System - Registration. (DIPS-REG)

The purpose of this e-mail is to confirm with an owner that no unauthorized procedure is performed by an agent.

○ ○ made Deletion application for the airframe owned by △△ △△

■ Your agent made an application for the following airframe.

[Manufacturing type] ○○
 [UA manufacturer] □□
 [UA Model] △△
 [UA serial number] ××

If you allow for them to perform this procedure, press the following URL and complete the authentication of the e-mail address.
https://www.dips-reg.mlit.go.jp/*****

*The effective period of URL is 3 months

If you do not know why this e-mail is sent to you because, for example, you have not requested any agent to perform a procedure, contact us from "Frequently asked questions/Contact" below.

■ Top URL
https://www.dips-reg.mlit.go.jp/*****

■ Frequently asked questions/Contact
https://www.dips-reg.mlit.go.jp/*****

Department in charge of the UA registration system, Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail. If the destination is the owner and the notification procedure is in progress, press the URL for arrival confirmation to complete the authentication of the e-mail address.

When the owner of the UA completes arrival confirmation, an e-mail notification is sent to the agent. If you have changed the owner information of the UA, it will be necessary to mail an ID. The agent confirms the e-mail notification and mails the ID of the owner. For the contents and shipping address of an ID, confirm the [website of the MLIT \(here\)](#).

When arrival is confirmed and an ID is sent (only in the case of a change in the owner information), the notification contents are confirmed. If there is any defect in the notification contents, a notification may be sent to the e-mail address registered for the account.

The procedure status can be confirmed on the page of the list of application statuses.



Update of the effective term

Update of the effective term

Updating effective term of a UA for which a registration ID has been issued.

Start the update of the effective term

Open the list of owned UAs

Press the "Update of the effective term" button in the main menu.

Select the UA whose expiration date is to be updated

Select the UA whose effective term is to be updated from the list of UAs and proceed to the update of the effective term.

Verify the identity

Select the identity verification method and verify identity.

Enter the owner information of the UA

Enter the owner information of the UA and press the "To the confirmation screen" button.

Confirm the registration information and apply for renewal

If there is no error in the registration information, make an update application.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

The update of the effective term is completed

A registration completion notification is sent to the e-mail address of the account of the applicant.

Identity verification is required in the middle of this procedure. The procedure requires a fee. The fee depends on the identity verification method. For the identity verification method and fee, confirm the manual of the [identity verification methods](#).

You can change the owner information, UA information, and user information also during this procedure.

Items necessary for the update of the effective term

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method. Confirm them and proceed to the procedure.

	Individual	Corporation	
Owner information *If there is any change	<ul style="list-style-type: none"> Name Address Birth date Phone number E-mail address 	<ul style="list-style-type: none"> Corporation number Company/Organization name Name of the representative Location of the head office or the principal office 	<ul style="list-style-type: none"> Name of the person in charge Address of the person in charge Department name of the person in charge Phone number of the person in charge E-mail address
UA information *If there is any change	<ul style="list-style-type: none"> UA manufacturer name UA model UA category UA serial number Presence of the remote ID 	[Altered UAs and amateur-built UAs require the following information as well] <ul style="list-style-type: none"> Weight Maximum Takeoff Weight Size Description of alteration *For altered UAs Images of the UA (Entire UA/Upper face, front face, side face, and control device) 	[The following information is also required if the remote ID is external] <ul style="list-style-type: none"> UA manufacturer name of the remote ID equipment Type of the remote ID equipment UA serial number of the remote ID equipment
User information *If there is any change	<ul style="list-style-type: none"> Name Address Phone number E-mail address 	<ul style="list-style-type: none"> Corporation number Company/Organization name Name of the representative Location of the head office or the principal office 	<ul style="list-style-type: none"> Name of the person in charge Address of the person in charge Department name of the person in charge Phone number of the person in charge E-mail address
Others	<ul style="list-style-type: none"> DIPS2.0 account ID Power of attorney 		

Update of the effective term

[Open the list of owned UAs]

If an agent performs the procedure by himself/herself, use the followings

New registration You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.	Confirmation of the application status/withdraw You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.
Confirmation/Change of the owner information You can confirm and change the owner information of an UA for which you are set as the agent.	Confirmation/Change of the UA information and the user information You can confirm and change the information and user information of an UA for which you are set as the agent.
Update of the effective term You can update the effective term of an UA for which you are set as the agent.	Deletion of a registered UA You can delete an UA for which you are set as the agent.
Other procedures You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.	

When an agent updates the effective term, he/she presses the "Update of the effective term" button in the frame of "If an agent performs the procedure, use the followings".

A list of the owned UAs registered is displayed. Registration ID, UA manufacturer name, UA model, Name of the owner, and Name of the user allows you to perform a partial match search.

Update of the effective term

[Select the UA whose expiration date is to be updated]

Confirmation/Update application of the effective period

 Select all

	Registration ID	UA manufacturer name	UA model	Name of the owner	Name of the user	End date of the effective period	
<input checked="" type="checkbox"/>	JU222A941EA9	otmaker	stmodel	個人 太郎	個人 太郎	2025/10/24	Details
<input checked="" type="checkbox"/>	JU222A468F49	otmaker	stmodel	個人 太郎	個人 太郎	2025/10/24	Details

[Back](#)
[Update the effective period](#)


Confirmation/renewal application of the UA whose effective term you will renew

Registration ID	UA manufacturer name	UA model	Name of the owner	Name of the user	End date of the effective period
JU222A941EA9	otmaker	stmodel	個人 太郎	個人 太郎	2025/10/24
JU222A468F49	otmaker	stmodel	個人 太郎	個人 太郎	2025/10/24

[Back](#)
[Verify the identity](#)

Select all UAs whose effective terms are to be updated from the list of the owned UAs registered.

To confirm the detailed information of the owned UA, press the “Details” button to open the details page.

Select all UAs to be updated and press the “Update the effective period” button.

The confirmation page of the selected UA opens. Confirm the contents. If there is no problem, press the “Verify the identity” button.

The page of identity verification opens.

Update of the effective term

[Verify the identity]

Other IDs (mailing documents) [Limited to those who live in Japan](#)

Select this and press the "Next" button, and then the screen to enter the owner information will be displayed.
After that, enter the UA information and the user information and make an application, and then submit the ID to the specified destination by mail.

As the fee for the application, you have to pay 2,400 yen per UA that is applied for.
To apply for registration of multiple UAs at the same time, you have to pay the total amount of 2,400 yen for the first UA and 2,000 yen per UA for the second and later UAs.

*If you do not mail any identity verification document or any of the necessary documents for submission are not available, you cannot proceed with the subsequent procedure.

*When mailing an identity verification document, be sure to see [here](#). (An external site will open)

Back **Next**

Select the identity verification method and verify identity. For a procedure by an agent, only "Other IDs (mailing documents)" is available. For the identity verification procedure, also confirm the manual of the [identity verification methods](#).

Press the "Next" button and then the page to enter the owner information will open.

Update of the effective term

[The owner information]

Entry of the owner information

STEP 01 Start **STEP 02 Owner registration** STEP 03 UA registration STEP 04 User registration STEP 05 Confirmation STEP 06 Finalization

Enter the owner information of the UA to be registered.
In each item, the account information and the information of Individual Number Card or gBizID are entered as the initial values.
If you select identity verification with the password, fill in each item and upload an image of the ID with which your name and address are visible in the item of *ID.

Name ⓘ

Reading ⓘ

Address ⓘ
Country/Region Prefecture

Birth date ⓘ
2021 Year 4 Month 10 Date

Phone Number ⓘ
Country/Region +81

E-mail address ⓘ

ID 1 ⓘ [IdentityVerificationDocument1.jpg](#)

ID 2 ⓘ *Not selected

Enter the owner information of the UA.

To register a UA with a corporation account, you have to enter the corporation number and the name of the representative as well as the name, address, department name, phone number, and e-mail address of the person in charge of drone registration.

After completing the entry, select the “To the confirmation screen” button.

The page to confirm the owner, UA, and user information opens.

Update of the effective term

[Confirm the registration information and apply for renewal]

Confirmation of the owner, UA, and user information

STEP 01
Start
STEP 02
Alteration registration
STEP 03
Confirmation
STEP 04
Finalization

Confirm the owner information, UA information, and user information to be updated, and then press the "Apply for change" button. If there is any error in the entered contents, press the "Correct" button at the bottom of each information category and correct the contents.

Owner information

Name	申請 登録
Reading	シンセイ トウロク
Address	1-2-3, Itami city, Japan
Birth date	2021/04/10
Phone Number	+81 0123456789
E-mail address	
ID 1	本人確認書類 1.pdf
ID 2	本人確認書類 2.pdf
ID 3	本人確認書類 3.pdf
Power of attorney	委任状.pdf

UA 1

- UA information

Confirm each of the owner, UA, and user information. If there is any correction or change, press the correction button of each item to open the correction form and make the correction or the change.

Involved in a registration obligation of an UA, a remote ID feature must be included in the UA to transmit ID information remotely and wirelessly, in addition to the physical indication of the registration ID to the UA.

When changing your registration information of remote ID equipment, apply for change.

If the registration information is correct, press the "Apply for update" button.

The confirmation email and text message are sent to the email address and phone number of the person who registered as the owner. If there is no problem, press the "OK" button.

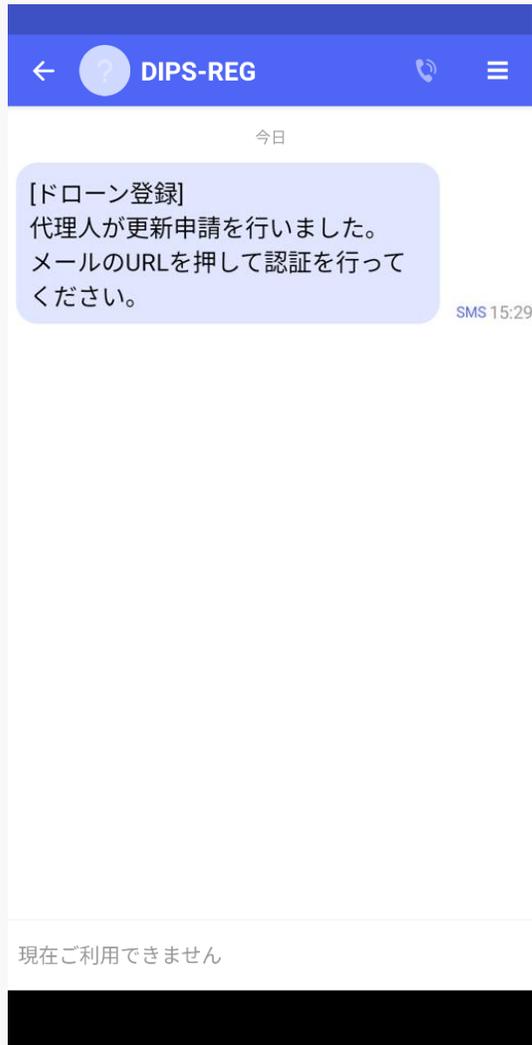
An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

*No arrival confirmation URL will be sent in a text message. Check your email and authenticate.

*If you reapply, no text message will be sent.

Update of the effective term

[Confirm arrival *This operation is performed by the owner of the UA]



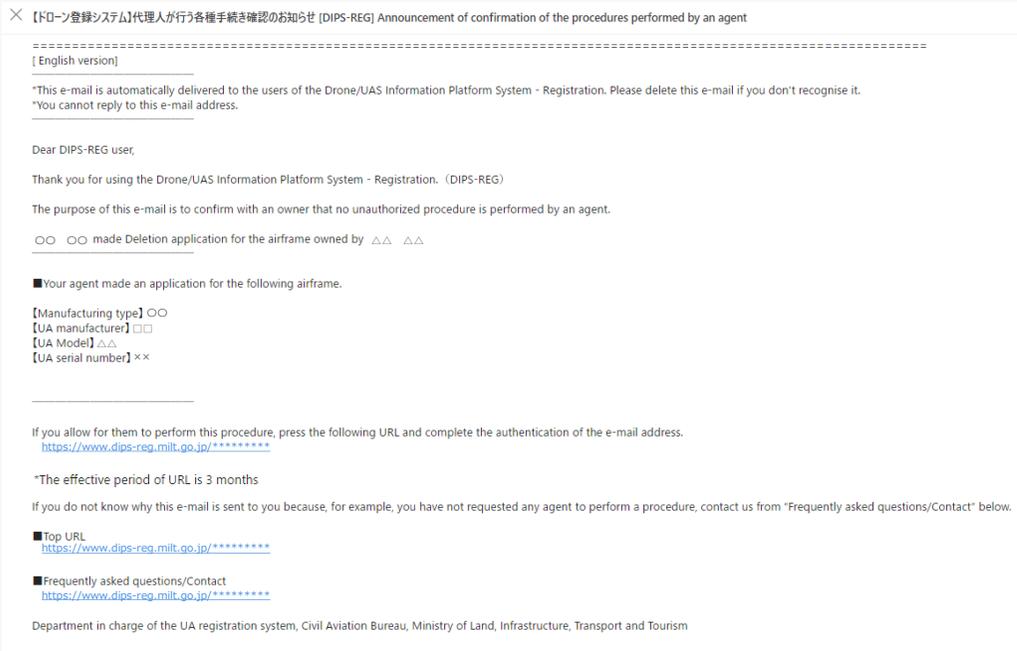
If the phone number registered as the owner is a device that can receive text messages, we will also send a text message about the arrival confirmation procedure.

*Arrival confirmation is not implemented by SMS.

*The source of the SMS is "DIPS-REG."

Update of the effective term

[Confirm arrival *This operation is performed by the owner of the UA]



The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail. If the destination is the owner and the application procedure is in progress, press the URL for arrival confirmation to complete the authentication of the e-mail address.

When the owner of the UA completes arrival confirmation, an e-mail notification is sent to the agent. The agent confirms the e-mail notification and mails the ID of the owner. For the contents and shipping address of an ID, confirm the [website of the MLIT \(here\)](#).

After an ID is mailed, the notification contents are confirmed. If there is any defect in the notification contents, a notification may be sent to the e-mail address registered for the account.

The procedure status can be confirmed on the page of the list of application statuses.



Deletion of a registered UA

Deletion of a registered UA

Start the deletion of a registered UA

Open the list of owned UAs

Press the "Deletion of a registered UA" button in the main menu.
A list of the owned UAs registered is displayed.

Select the UA whose registration is to be deleted

Select the UA whose effective term is to be updated from the list of UAs and proceed to the deletion of the registration.

Enter the reason for the deletion of the registration

Select the reason for deletion for each UA.
After entering the reasons for all UAs, press the "Confirm" button.

Confirm the contents and delete the registration

Confirm the contents and press the "Apply for deletion (erasure)" button.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

The deletion of a registered UA is completed

A registration completion notification is sent to the e-mail address of the account of the applicant.

Deleting the registration of a UA for which a registration ID has been issued.

Items necessary for the deletion of a registered UA

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
UA information	<ul style="list-style-type: none">Reason for deletion	
Others	<ul style="list-style-type: none">DIPS2.0 accountPower of attorney	

Deletion of a registered UA

[Open the list of owned UAs]

If an agent performs the procedure by himself/herself, use the followings 

New registration 	Confirmation of the application status/withdraw 
<small>You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.</small>	<small>You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.</small>
Confirmation/Change of the owner information 	Confirmation/Change of the UA information and the user information 
<small>You can confirm and change the owner information of an UA for which you are set as the agent.</small>	<small>You can confirm and change the information and user information of an UA for which you are set as the agent.</small>
Update of the effective term 	Deletion of a registered UA 
<small>You can update the effective term of an UA for which you are set as the agent.</small>	<small>You can delete an UA for which you are set as the agent.</small>
Other procedures 	
<small>You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.</small>	

Press the “Deletion of a registered UA” button in the frame of “If an agent performs the procedure, use the followings”.

A list of the owned UAs registered is displayed. Registration ID, UA manufacturer name , UA model, Name of the owner, and Name of the user allows you to perform a partial match search.

Deletion of a registered UA

[Select the UA whose registration is to be deleted]

Confirmation/Deletion application of a registered UA

You can confirm the information of a registered UA and apply for deletion.
To delete an UA, select the UA to be deleted and press the "Delete the registration" button.
* Deletion of an UA means "Deletion of registration" prescribed in the Civil Aeronautics Act.

Registration ID ⓘ UA manufacturer name ⓘ UA model ⓘ Name of the user ⓘ

Search

Select all

	Registration ID	UA manufacturer name	UA model	Company/ Organization name	Name of the user	End date of the effective period	
<input type="checkbox"/>	AAA00001	(EN)DJI	(EN)PHANTO M 1	サンプル株式会社	サンプル 太郎	2023/01/01	Details
<input type="checkbox"/>	AAA00002	AAAc01	A01	サンプル株式会社	サンプル 太郎	2023/01/01	Details

1

Back **Delete the registration**

Select the UA whose registration is to be deleted from the list of the owned UAs registered.

To confirm the detailed information of the owned UA, press the "Details" button to open the details page.

Select all UAs to be deleted and press the "Delete the registration" button.

If you have selected multiple UAs with different owner information, you cannot delete the registered UAs in one application.

The confirmation page of the selected UA opens. Confirm the contents. If there is no problem, press the "Enter the reason for deletion (erasure)" button.

The page to enter the reason for deletion opens.

Deletion of a registered UA

[The reason for the deletion of the registration]

Entry of the reason for deletion (erasure)

STEP 01 Start (renounce) **STEP 02 Reason of renounce** STEP 03 Confirmation (renounce) STEP 04 Finalization (renounce)

Select the reason for deletion.

After completing the entry of the reason for deletion, press the "Confirm" button.

Registration ID	UA manufacturer name	UA model	Name of the owner	Name of the user	End date of the effective period	Reason for deletion ⓘ	Other reason ⓘ
01123456789 0	0 1 製造者	0 1 型式名	申請 太郎	使用 次郎	2024/01/01	Not selected ▼	<input type="text"/>

Back

Confirm

When the page to enter the reason for deletion opens, attach a power of attorney.

Next, enter the reason for the deletion of the registration. Select the reason for deletion for each UA. If you have selected "Other," enter the reason in the "Other reason" field.

Enter the reasons for deletion for all UAs and press the "Confirm" button.

The confirmation page opens.

Deletion of a registered UA

[Confirm the contents and apply for deletion]

Confirmation of the UA information to be deleted (erased)

STEP 01 Start (renounce) STEP 02 Reason of renounce **STEP 03 Confirmation (renounce)** STEP 04 Finalization (renounce)

Confirm the UA information to be deleted and the reason for deletion, and press the "Apply for deletion (erasure)" button.
 If there is any error in the entered contents, press the "Correct" button and modify the contents.

Registration ID	UA manufacturer name	UA model	Name of the owner	Name of the user	End date of the effective period	Reason for deletion	Other reason
01123456789 0	0 1 製造者	0 1 型式名	個人 花子	個人 花子	2050/01/01	The registered unmanned UA was lost or disassembled.	

Correct

If you press this button, registration is deleted.
Confirm again the UA information to be deleted,
and press this button.

Apply for deletion (erasure)

Confirm the UA whose registration is to be deleted and the reason. If there are any errors in the entered contents, press the "Correct" button to return to the page to enter the reason for deletion to make the correction.

If there is no problem with the UA to be deleted, press the "Apply for deletion (erasure)" button.

A confirmation dialog is displayed. Confirm it again. If there is no problem, press the "OK" button.

The dialog is displayed which indicates that an e-mail for confirmation will be sent to the e-mail address registered as the owner. If there is no problem, press the "OK" button.

An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

Deletion of a registered UA

[Confirm arrival *This operation is performed by the owner of the UA]

× 【ドローン登録システム】代理人が行う各種手続き確認のお知らせ [DIPS-REG] Announcement of confirmation of the procedures performed by an agent

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[English version]

*This e-mail is automatically delivered to the users of the Drone/UAS Information Platform System - Registration. Please delete this e-mail if you don't recognise it.
 *You cannot reply to this e-mail address.

Dear DIPS-REG user,

Thank you for using the Drone/UAS Information Platform System - Registration. (DIPS-REG)

The purpose of this e-mail is to confirm with an owner that no unauthorized procedure is performed by an agent.

○ ○ made Deletion application for the airframe owned by △△ △△

■ Your agent made an application for the following airframe.

[Manufacturing type] ○○
 [UA manufacturer] □□
 [UA Model] △△△
 [UA serial number] ××

If you allow for them to perform this procedure, press the following URL and complete the authentication of the e-mail address.
https://www.dips-reg.mlit.go.jp/*****

*The effective period of URL is 1 month

If you do not know why this e-mail is sent to you because, for example, you have not requested any agent to perform a procedure, contact us from "Frequently asked questions/Contact" below.

■ Top URL
https://www.dips-reg.mlit.go.jp/*****

■ Frequently asked questions/Contact
https://www.dips-reg.mlit.go.jp/*****

Department in charge of the UA registration system, Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

The owner of the UA opens the arrival confirmation e-mail and confirms the destination of the e-mail. If the destination is the owner and the application procedure is in progress, press the URL for arrival confirmation to complete the authentication of the e-mail address.

After the completion of arrival confirmation by the owner of the UA, the notification contents are confirmed. If there is any defect in the notification contents, a notification may be sent to the e-mail address registered for the account.

The procedure status can be confirmed on the page of the list of application statuses.

When the deletion of the UA is completed, an e-mail notification of completion is sent to the e-mail address registered for the account of the applicant.



Transfer by the agent

Transfer by the agent

Start the transfer of an owned UA

Open the list of owned UAs

Press the "Other procedures" button in the main menu to open other procedures. Press the "Transfer by the agent" button.

Select the UA to transfer

Select the UA to be transferred from the list of UAs and proceed to the UA transfer procedure.

Enter the information of the transferee of the UA

Enter the login ID, name, and e-mail address of the transferee and press the "Confirm" button.

Confirm the registration information and make a notification

Confirm the contents and press the "Apply for transfer" button.

Confirm the notified password

The password to receive the transferred UA is notified to the e-mail address of the account of the owner.

The transfer of an owned UA is completed

Notify the receiver of the password.

Transferring the UA whose registration ID has been issued to another person.

The information of the transferee (receiver) is required, so prepare it at hand.

Items necessary for the transfer by the agent

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Transferee information	<ul style="list-style-type: none">• Login ID of the DIPS2.0 of the transferee• Name• E-mail address	
Others	<ul style="list-style-type: none">• DIPS2.0 account• Power of attorney	

Transfer by the agent [Open the list of owned UAs (agent)]

If an agent performs the procedure by himself/herself, use the followings 

<p>New registration </p> <p>You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.</p>	<p>Confirmation of the application status/withdraw </p> <p>You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.</p>
<p>Confirmation/Change of the owner information </p> <p>You can confirm and change the owner information of an UA for which you are set as the agent.</p>	<p>Confirmation/Change of the UA information and the user information </p> <p>You can confirm and change the information and user information of an UA for which you are set as the agent.</p>
<p>Update of the effective term </p> <p>You can update the effective term of an UA for which you are set as the agent.</p>	<p>Deletion of a registered UA </p> <p>You can delete an UA for which you are set as the agent.</p>
<p>Other procedures </p> <p>You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.</p>	

Press the “Other procedures” button in the frame of “If an agent performs the procedure, use the followings” and then the “Transfer by the agent” button in the menu of other procedures.

A list of the owned UAs registered is displayed. Registration ID, UA manufacturer name, UA model, and Name of the owner allows you to perform a partial match search.

Other procedures

Procedures related to ownership transfer

Transfer by the agent 

You can transfer an UA which you handle as the agent.
The transfer of an UA requires the login ID, name, e-mail address of the transferee and the power of attorney received from the owner.

Setting of an agent

Entry of a password for the setting of an agent 

By entering the password received from the owner, etc., you can set any procedure to be performed by proxy.

Transfer by the agent [Select the UA to transfer]

Confirmation of an UA to be transferred/Transfer procedure

You can confirm the UA to be transferred and perform the transfer procedure.
To perform the transfer procedure, select the UA to be transferred and press the "Transfer the UA" button.

Registration ID ⓘ UA manufacturer name ⓘ UA model ⓘ

	Registration ID	UA manufacturer name	UA model	Company/ Organization name	Name of the user	End date of the effective period	
<input checked="" type="radio"/>	AAA00001	(EN)DJI	(EN)PHANTO M 1	サンプル有限公司	サンプル 太郎	2023/01/01	<input type="button" value="Details"/>
<input type="radio"/>	AAA00002	AAAcs1	A01	サンプル有限公司	サンプル 太郎	2023/01/01	<input type="button" value="Details"/>

Select the UA whose registration is to be transferred from the list of the owned UAs registered. You can select only one UA in one application.

To confirm the detailed information of the owned UA, press the "Details" button to open the details page.

After selecting the UA to be transferred, press the "Transfer the UA" button.

The confirmation page of the selected UA opens. Confirm the contents. If there is no problem, press the "Next" button.

The page to enter the information of the transferee opens.

Transfer by the agent [The information of the transferee of the UA]

Entry of the receiver information

STEP 01 Start (transfer) **STEP 02 New owner registration** STEP 03 Confirmation STEP 04 Finalization

Enter the login ID, name, and e-mail address of the transferee and press the "Confirm" button.

Login ID ⓘ

Name ⓘ

E-mail address ⓘ

Enter the login ID, name, and e-mail address of the DIPS2.0 of the transferee of the UA.

An agent shall attach a power of attorney.

After entering them, press the "Confirm" button.
The confirmation page opens.

Transfer by the agent

[Confirm the registration information and make a notification]

Confirmation of the receiver information

STEP 01
Start (transfer)STEP 02
New owner registrationSTEP 03
ConfirmationSTEP 04
Finalization

Confirm the information of the transferee and press the "Apply for transfer" button.
If there is any error in the entered contents, press the "Back" button to return to the previous screen, and correct the entered contents.

Login ID	123456789
Name	Taro Toyocu
E-mail address	Taro.Toyocu@mail.ne.jp

BackApply for transfer

Confirm the information of the transferee of the UA and press the "Apply for transfer" button.

Transfer by the agent

[Password notification *This operation is performed by the owner of the UA]

【ドローン登録システム】所有機体の譲渡用パスワード発行のお知らせ [DIPS-REG] Notification of password issuance for the transfer of an owned UA

Dear DIPS-REG user,

Thank you for using the Drone/UAS Information Platform System - Registration(DIPS-REG).

The password for the transfer of an owned UA was issued.
Please notify the transferee of the UA of the following password for the transfer of an owned UA for agent setting, your login ID, and your name of the DIPS-REG.
*Carefully handle it because it is a password to transfer an UA.

The transfer of the UA is completed when the transferee enters the password for the transfer of an owned UA, your login ID, and your name of the DIPS-REG in the DIPS-REG, and perform the UA reception procedure.

The transfer procedure of an owned airframe shall be completed within three months from today.
After three months, the password for the transfer of an owned UA is disabled and you cannot make an application.

To cancel the transfer procedure of an owned UA, access the following URL.

- Application reception number

- Password for the transfer of an owned UA

- Top page
[https://www.djps-reg.mlit.go.jp/*****](https://www.djps-reg.mlit.go.jp/)
- Frequently asked questions/Contact
[https://www.djps-reg.mlit.go.jp/*****](https://www.djps-reg.mlit.go.jp/)

Department in charge of the UA registration system, Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

The password to receive the transferred UA is notified to the e-mail address of the agent. The owner of the UA shall confirm the password and notify the receiver.



Set yourself as an agent

Set yourself as an agent

Start setting yourself as an agent

Open the password authentication screen

open the menu of other procedures, and press the "Entry of a password for the setting of an agent" button.

Perform password authentication for the agent setting

Perform authentication with the password received from the owner of the UA.

Set yourself as an agent

Confirm the UA for which you will set yourself as an agent. If there is no error, make an agent setting application.

Arrival confirmation

Open the arrival confirmation e-mail and press the URL for arrival confirmation.

You are set as an agent

A registration completion notification is sent to the e-mail address of the account of the applicant.

Setting yourself as an agent for a UA for which you are requested to perform a procedure as an agent.

This procedure has to be performed in advance in order to perform a procedure other than registration as an agent.

To perform this procedure, the owner of the UA has to register you as an agent and you have to receive the password for the agent setting from the owner of the UA.

Items necessary to set yourself as an agent

The items necessary for the procedure depend on whether the applicant is an individual or a corporation, the procedure contents, and the identity confirmation method.

Confirm them and proceed to the procedure.

	Individual	Corporation
Necessary items	<ul style="list-style-type: none">• DIPS2.0 account• Password for the setting of an agent	

Set yourself as an agent

[Open the password authentication screen]

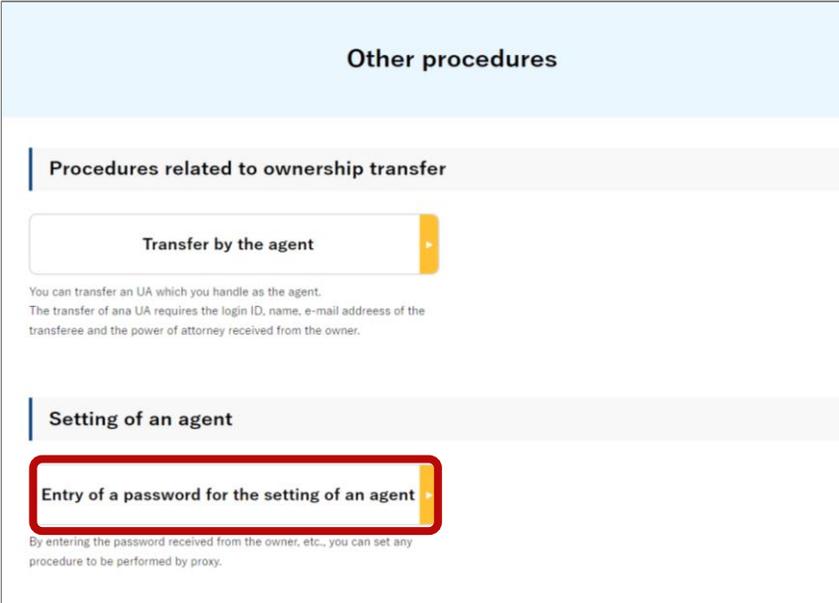
If an agent performs the procedure by himself/herself, use the followings

New registration You can register a new UA after setting as the agent. New registration requires information of the password, ID, power of attorney, information on owner, UA and user.	Confirmation of the application status/withdraw You can confirm the application status regarding new registration and changes, and withdraw the application, which you performed as the agent.
Confirmation/Change of the owner information You can confirm and change the owner information of an UA for which you are set as the agent.	Confirmation/Change of the UA information and the user information You can confirm and change the information and user information of an UA for which you are set as the agent.
Update of the effective term You can update the effective term of an UA for which you are set as the agent.	Deletion of a registered UA You can delete an UA for which you are set as the agent.
Other procedures You can transfer an UA which you handle as an agent and configure the necessary settings when requested to perform any procedure as the agent.	

On the main menu, press the “Other procedures” button in the heading of “If an agent performs the procedure, use the followings.”

The menu of other procedures opens. Press the “Entry of a password for the setting of an agent” button in the heading of “Setting of the agent.”

The page for password authentication opens.



The screenshot shows a web interface with a light blue header titled "Other procedures". Below the header, there are two main sections: "Procedures related to ownership transfer" and "Setting of an agent". Under "Procedures related to ownership transfer", there is a button labeled "Transfer by the agent". Under "Setting of an agent", there is a button labeled "Entry of a password for the setting of an agent". A blue arrow points from the "Other procedures" button in the previous screenshot to this "Entry of a password..." button.

Set yourself as an agent

[Perform password authentication for the agent setting]

Entry of the password to set an agent

STEP 01
Password

STEP 02
Confirmation of the UA

STEP 03
Finalization

Enter the login ID, name, and password of the person who will request you (agent) to perform any procedure, and press the "Next" button.

Login ID 

Name 

Password 

Back

Next

Enter the password received from the owner of the UA and press the "Next" button.

When the password is authenticated, the page of the UA for which you are requested to perform a procedure opens.

Set yourself as an agent

[Set yourself as an agent]

Confirmation of the UA for which an agent is set

UA information

Registration ID	011234567890
Manufacturing type	Manufactured UA / Altered UA
UA manufacturer name	(EN)DJI
UA model	(EN)PHANTOM 1
UA category	Rotorcraft (Multirotor)
UA serial number	01412356789041235678
Alteration	Not altered

Confirm the owner and UA information of the UA for which you are requested to perform a procedure as an agent. If there is no error, press the "Next" button.

The page of procedure completion opens and the arrival confirmation e-mail is sent to the e-mail address of the owner of the UA. Request the owner to confirm the arrival of the e-mail.

After the arrival of the e-mail is confirmed by the owner, you are set as an agent and can perform the procedure as an agent.

An arrival confirmation e-mail will be sent to the e-mail address registered as the owner. The agent shall immediately request arrival confirmation from the owner of the UA.

Set yourself as an agent [Arrival confirmation]

【ドローン登録システム】代理人が行う各種手続き確認のお知らせ [DIPS-REG] Announcement of confirmation of the procedures performed by an agent

[English version]

*This e-mail is automatically delivered to the users of the Drone/UAS Information Platform System - Registration. Please delete this e-mail if you don't recognise it.
*You cannot reply to this e-mail address.

Dear DIPS-REG user,

Thank you for using the Drone/UAS Information Platform System - Registration. (DIPS-REG)

The purpose of this e-mail is to confirm with an owner that no unauthorized procedure is performed by an agent.

.. ** made Registration application for the airframe owned by .. ** .

■ Your agent made an application for the following airframe.

【Manufacturing type】*****
【UA manufacturer】*****
【UA Model】*****
【UA serial number】*****

If you allow for them to perform this procedure, press the following URL and complete the authentication of the e-mail address.

https://www.djps-reg.mlit.go.jp/*****

If you do not know why this e-mail is sent to you because, for example, you have not requested any agent to perform a procedure, contact us from "Frequently asked questions/Contact" below.

■ Top URL
https://www.djps-reg.mlit.go.jp/*****

■ Frequently asked questions/Contact
https://www.djps-reg.mlit.go.jp/*****

Department in charge of the UA registration system, Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism

[← 返信](#) [→ 転送](#)

The owner opens the arrival confirmation e-mail and confirms that the destination is correct. If there is no problem, press the URL for arrival confirmation.

