
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

E-mail address ⓘ

ID 1 ⓘ [IdentityVerificationDocument1.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.

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Enter other UA information

Enter the user information

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

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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



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.

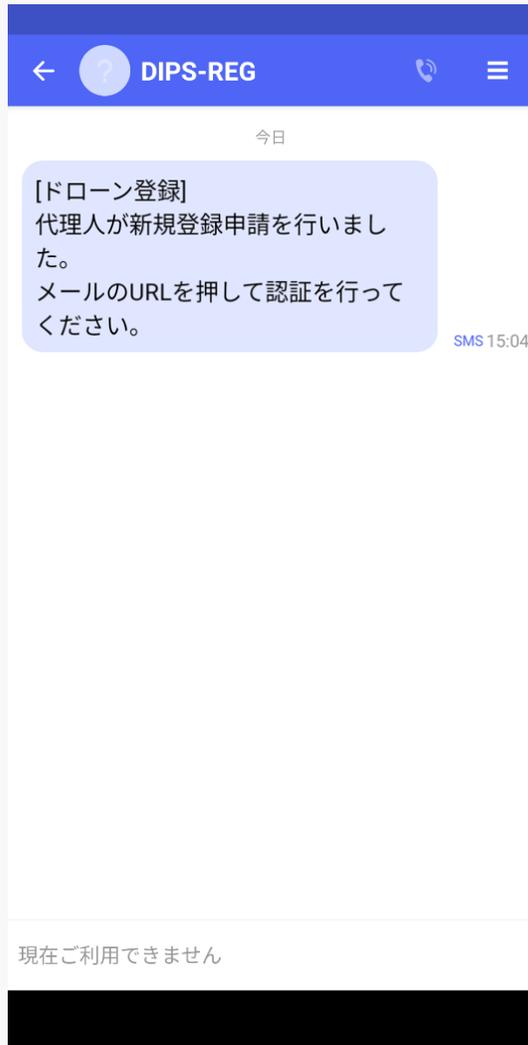
The confirmation email and text message are sent to the email address and phone number of the person who registered as the owner. If there is no problem, press the "OK" button.

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]

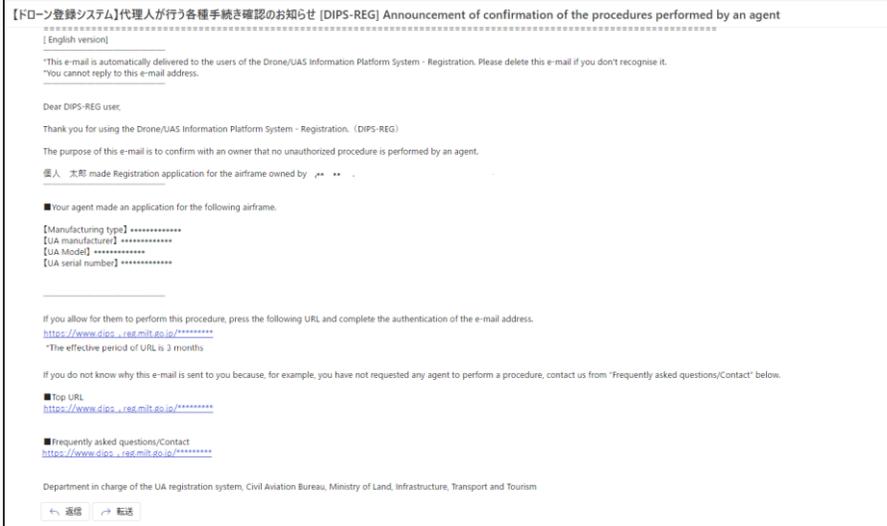


If the phone number registered as the owner is a device that can receive text messages, we will also send a text message about the arrival confirmation procedure.

*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.

