

The Regulator's Licensing Rules

CAP 2221

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Dated 29 July 2021

These Rules come into force on 29 July 2021

Part 1 - Introduction

- 1.1 The Space Industry Act 2018 ("the Act") provides for the regulation and licensing of space activities and sub-orbital activities (collectively referred to as "spaceflight activities") and any associated activities, including the operation of spaceports, mission management facilities and range control functions in the United Kingdom.
- 1.2 Section 8(5) and (6) of the Act provides:
- (5)** Regulations may make provision about how applications for licences are to be made, considered and determined.
- (6)** The regulations may in particular prescribe, or provide for a person responsible for determining an application to specify—
- (a) the form and contents of an application for a licence;
 - (b) information to be provided in connection with an application;
 - (c) the procedure for rectifying procedural irregularities;
 - (d) time limits for doing anything required to be done in connection with an application and the procedure for extending any period so prescribed.
- 1.3 The Space Industry Regulations 2021 ("the Regulations") are made under the powers in the Act and regulation 3 of the Regulations delegates the licensing and related functions under the Act to the regulator – the Civil Aviation Authority ("CAA"). Regulation 17 of the Regulations delegates the power to specify all the matters in (a) to (d) to the regulator.
- 1.4 These Rules are issued under that delegated authority and support the regulator's power relating to the granting and renewal of operator, spaceport and range control licences under the Act.
- 1.5 References in these Rules to the Act and Regulations are to the Act and Regulations then in force.

- 1.6 From time to time the CAA may wish to supplement or alter the requirements in these Rules and any such changes will be incorporated into these Rules by amendment and published on the CAA website in accordance with regulation 17(3).

Part 2 – Application and interpretation of these Rules

Application

2.1

(1)

These Rules apply to applications for—

- (a) an operator licence under section 3 of the Act;

(Note: “operator licence” means a launch operator licence, return operator licence or an orbital operator licence)

- (b) a spaceport licence under section 3 of the Act;

- (c) a range control licence under section 7 of the Act.

(2)

These Rules apply in relation to applications for renewal of a licence as they apply in relation to an application for a licence.

Interpretation

2.2 In these Rules, “orbital operator licence” means an operator licence which authorises a person to procure a launch, operate a space object or conduct other activity in outer space.

2.3 The Interpretation Act 1978 applies to these Rules as though the Rules were subordinate legislation for the purposes of that Act.

(Note: the application of the Interpretation Act 1978 to the Rules has the effect, in particular, that:

- (1) *expressions in the Rules used in the Act have the meanings which they bear in that Act, unless the contrary intention appears;*
(2) *words in the Rules in the singular include the plural and words in the plural include the singular)*

2.4 Words and expressions used in these Rules which are defined in the Regulations have the meaning which they bear in the relevant Part of the Regulations.

(Note: words and expressions used in these Rules which are not defined in the Rules, the Regulations or the Act, bear their natural meaning)

2.5 Any reference to a regulation number in these Rules is to that regulation number in the Regulations.

General

2.6 In these Rules—

“certified copy” in relation to a document means a photographic or other facsimile copy of that document which is certified as an accurate copy by an authorised person, and each document specified to be required as a “certified copy” by these Rules must include—

- a) a statement by the authorised person that reads: “I have seen the original document and I certify that this is a complete and accurate copy of the original [insert type of document]”,
- b) the signature of the authorised person,
- c) the authorised person’s name, in block capitals,
- d) the position or capacity of the authorised person within their organisation, and
- e) the date of signature of the authorised person.

An “authorised person” for the purposes of the definition of “certified copy” is either—

- a) a practising solicitor, or
- b) a notary.

2.7

(1) Any notice or other document specified or authorised by these Rules to be sent to any person may be sent by—

- a) delivering it to that person in person,
- b) leaving it at that person’s proper address, or
- c) sending it by post or electronic means to that person’s proper address.

(2) In the case of a body corporate, any such notice or document may be sent to a director of that body or to any other officer or employee of that body (“authorised person”) who is authorised to accept notices or documents on its behalf.

(3) For the purposes of paragraph (1)

“proper address” means—

- a) in the case of a body corporate or its director or authorised person—
 - (i) the registered or principal office of that body, or
 - (ii) the email address of the secretary or clerk of that body, the director or the authorised person;
- b) in any other case, a person’s last known address, which includes an email address (so long as that email address has not been withdrawn for the purposes of service).

Part 3 – Application form and supporting information

Title	Number	Table
Form	Rule 3.1	-
Information to be attached to all application forms	Rule 3.2	A
Additional information for a launch operator licence application	Rule 3.3	B
Additional information for a return operator licence application	Rule 3.4	C
Additional information for an orbital operator licence application	Rule 3.5	D
Additional information for a spaceport licence application	Rule 3.6	E
Additional information for a range control licence application	Rule 3.7	F

Form

3.1

(1) The form which must be used in all applications for a licence under the Act is **SRG 4000 “Application for a licence under the Space Industry Act 2018”** which is published on the CAA website.

(2) The application form may be expanded to include additional pages where necessary, for example to enable the applicant to explain matters which are unique or are not otherwise covered by matters envisaged in the application form.

(3) Where the form is expanded under paragraph (2) any additional pages must be signed by the applicant.

Information to be attached to all application forms

3.2

(1) Application form SRG 4000 must have attached to it—

(a) all information which is specified as required in **Table A**, and

(b) any additional information referred to in rules 3.3, 3.4, 3.5, 3.6 or 3.7 which is applicable to the particular type of licence for which the applicant is applying.

(2) All information referred to in paragraph (1) must be provided—

(a) in writing, and

(b) in English or Welsh.

(Note: the declaration on the application form applies to the information referred to in this rule)

Additional information for a **launch operator** licence application

3.3 Where the application being made is for a launch operator licence, application form SRG 4000 must have attached to it the information specified in **Table B**.

Additional information for a **return operator** licence application

3.4 Where the application being made is for a return operator licence, application form SRG 4000 must have attached to it the information specified in **Table C**.

Additional information for an **orbital operator** licence application

3.5 Where the application being made is for an orbital operator licence, application form SRG 4000 must have attached to it the information specified in **Table D**.

Additional information for a **spaceport** licence application

3.6 Where the application being made is for a spaceport licence, application form SRG 4000 must have attached to it the information specified in **Table E**.

Additional information for a **range control** licence application

3.7 Where the application being made is for a range control licence, application form SRG 4000 must have attached to it the information specified in **Table F**.

Part 4 – Procedural irregularities

Procedure for rectifying procedural irregularities in an application

4.1

(1) Where there has been an error of procedure in an application for a licence or an application to renew a licence, such as a failure to use the form specified in paragraph (1) of rule 3.1 or failure to attach the correct information referred to in rule 3.2—

(a) unless the regulator directs otherwise, that error does not invalidate any step taken in the application process leading to the regulator's determination of the application, and

(b) the regulator may give a direction to the applicant to remedy the error.

(2) A direction referred to in paragraph (1) must be in writing and sent to the applicant.

Part 5 – Timing of application to renew a licence

5.1 An application by a licensee to renew a licence under section 14(2) of the Act for a further specified period must, subject to paragraph (2), be made at least 90 days before the start of the day on which the licence expires.

(Note: "licensee" in this rule means the holder of an operator licence, a spaceport licence or a range control licence under the Act)

5.2 At least two working days before the start of the day on which the 90-day period begins, the applicant may send a written request to the regulator for a reduction of the 90-day period, stating—

(a) the reasons for the request, and