

Roger Williams University – Unmanned Aircraft Systems (Drone) Use Policy

Statement

The operation of unmanned aircraft systems (UAS) including drones and model aircraft is regulated by the Federal Aviation Administration (FAA) and relevant state law. Roger Williams University (the University) has established procedures required to ensure compliance with those legal obligations and to reduce risks to safety, security and privacy presented by such operation.

Reasoning

The operation of UAS requires compliance with FAA requirements, state law, and any other locally applicable laws or regulations regarding unmanned aircraft systems. Additionally, inherent risks in the operation of such equipment require proper oversight and authority, necessary safety practices and additional insurance protections.

Procedures

1. With respect to the operation of UAS, all members of the University community are personally responsible for complying with FAA regulations, state and federal laws, and University policies.
2. Any University faculty, student or staff wishing to operate UAS as part of a University-sanctioned student activity or as part of an University program must first:
 - a) contact the Department of Environmental Health and Safety for coordination and approval and
 - b) operate under the August 29, 2016 revision of FAA rules (Part 107).

Recreational/Hobbyist Rules

While not employed by the University, students may fly UAS strictly for personal hobby use, provided that they strictly adhere to the following:

1. Cannot be paid for flying, for images, or for data from flight;
2. Flight and data cannot be used for any commercial or business purpose:
 - a. must operate UAS within Community of Interest-based guidelines (Academy of Model Aeronautics, others) <http://www.modelaircraft.org/files/105.pdf>, and
 - b. cannot fly for benefit of a government agency;
3. Must operate UAS below 400 ft. above ground level;
4. Must operate UAS only during the daytime and within line of sight of operator;
5. UAS must be under 55lbs.;
6. UAS must not be operated near people, residence halls, bridges or manned aircraft, e.g., on RWU's Bristol campus, flight is restricted to lower fields when not occupied by people, see Appendix B;
7. UAS use is prohibited in and around the Providence campus as it is designated as restricted E-2 airspace; and
8. Any third party or hobbyist other than a University student wishing to use a UAS or model aircraft over University property must first receive approval through the

Department of Environmental Health and Safety. Third parties seeking to use UAS must also provide proof of FAA approval including a 333 Exemption. In addition, operation of a UAS by a third party or hobbyist over University property must be governed by a contract which holds the University harmless from any resulting claims or harm to individuals and damage to University property and provides insurance as required by the University's Office of General Counsel.

9. Must not operate UAS negligently, carelessly or recklessly.

RWU UAS Utilization

1. Any University employee, student, or division purchasing a UAS (or the parts to assemble a UAS) or UAS services with University funds or with funds being disbursed through a University account, or with grant funds, must first contact the Department of Environmental Health and Safety in order to assess the University's ability to:
 - a. obtain necessary FAA exemption,
 - b. comply with all FAA requirements, and
 - c. meet all local and state law requirements.
2. Effective August 29, 2016, all UAS utilization must comply with FAA Regulations Part 107: <http://www.ecfr.gov/cgi-bin/text-idx?SID=898326bbfb66dc3532bb0623dcfd5b71&mc=true&node=pt14.2.107&rgn=div5>.
3. In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable measures to avoid operating the UAS in violation of areas normally considered private. All operations must comply with local, state and federal privacy laws. Federally-funded agencies must collect, use, retain and disseminate UAS information consistent with Constitution, federal law and Privacy, Civil Rights and Civil Liberties (P/CRCL).
4. Use of UAS must comply with all other applicable University policies.

Appropriate and Prohibited Uses of UAS

1. UAS shall not be used to monitor or record areas where there is a reasonable expectation of privacy in accordance with accepted social norms. These areas include, but are not limited to, restrooms, locker rooms, individual residential rooms, changing or dressing rooms, health treatment rooms, offices, etc.
2. UAS shall not be used to monitor or record residential hallways, residential lounges, or the interiors of campus buildings.
3. UAS shall not be used to monitor or record sensitive institutional or personal information that may be found, for example, on an individual's workspace, on computers or other electronic displays.

Definitions

University Property – Buildings, grounds, and land that are owned by the University or controlled by the University via leases or other formal contractual arrangements to house ongoing University operations.

333 Exemption – FAA exemption based on Section 333 of the FAA Modernization and Reform Act of 2012 (FMRA) which grants the Secretary of Transportation the authority to determine whether an airworthiness certificate is required for a UAS to operate safely in the National Airspace System.

Unmanned Aircraft Systems (UAS) - UAS are also known as or may be characterized as “drones”. According to the FAA, a UAS includes the unmanned aircraft and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft. UAS may have a variety of names including quadcopter, quadroter, etc. FAA regulations apply to UAS regardless of size or weight. Model aircraft are not considered by the FAA as UAS and are governed by different regulations.

Model Aircraft – The FAA governs model aircraft separately from UAS and under different regulations. Model aircraft may not be operated at the University for business purposes, only for hobby and recreational use. (Use of UAS related to the University does not qualify as model aircraft operation.) Model aircraft must be kept within visual sightline of the operator and should weigh under 55 pounds unless pre-certified by an aero-modeling community-based organization. Model aircraft must be flown a sufficient distance from populated areas. <http://www.modelaircraft.org/files/105.pdf> Appendix-A

Sanctions

Any violations of this policy will be addressed in accordance with applicable University policies and procedures.

Legal prohibitions regarding presence on campus/trespassing will be enforced, and other legal action also may be pursued against individuals who operate UAS in violation of this policy.

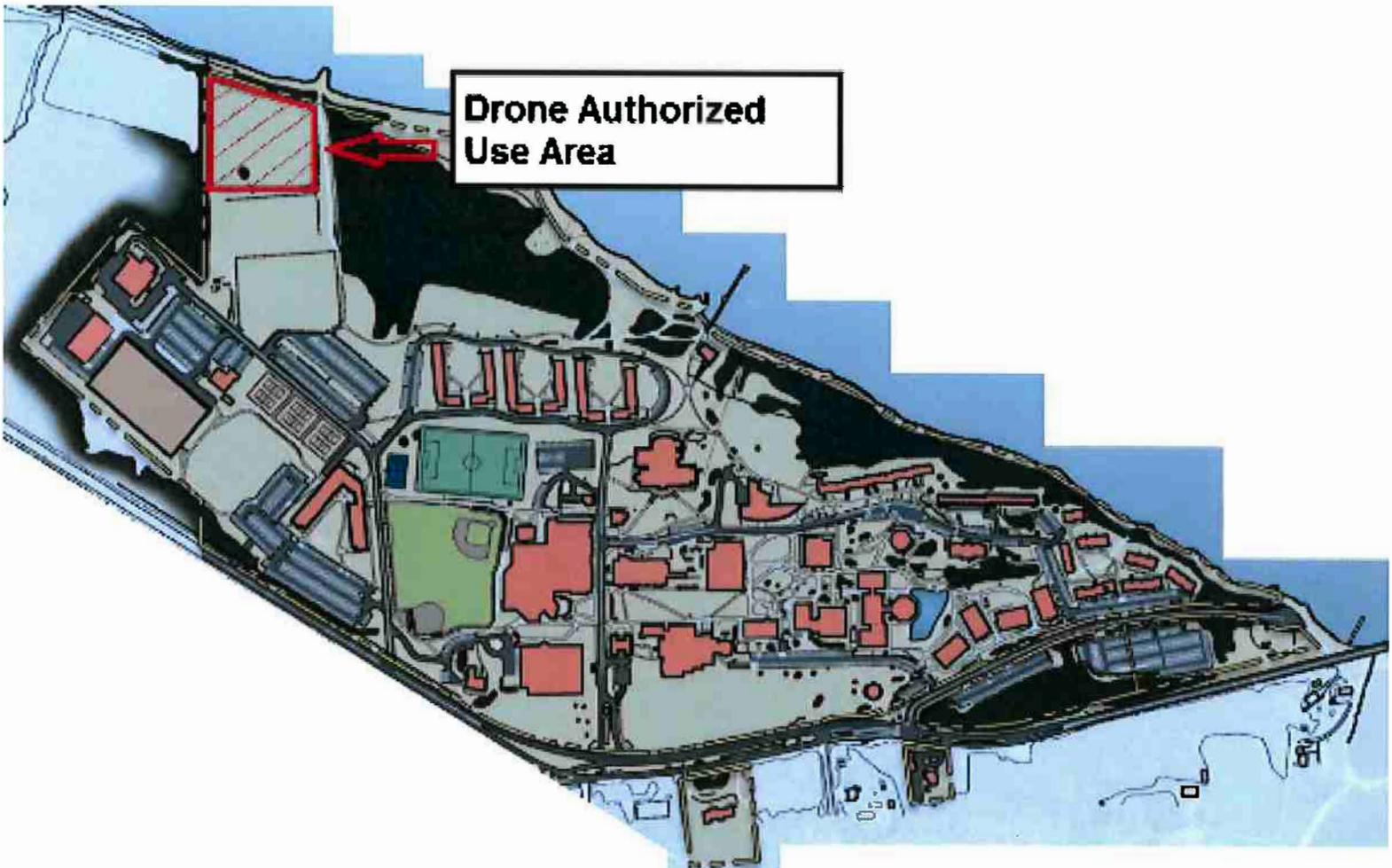
Fees, fines, costs or other damages incurred by individuals or institutional divisions that arise from non-compliance with this policy are the sole and personal responsibility of those individuals involved and will not be paid by the University.

Appendix A (Available at: <http://www.modelaircraft.org/files/105.pdf>)

Academy of Model Aeronautics National Model Aircraft Safety Code

Effective January 1, 2014

- A. **GENERAL:** A model aircraft is a non-human-carrying aircraft capable of sustained flight in the atmosphere. It may not exceed limitations of this code and is intended exclusively for sport, recreation, education and/or competition. All model flights must be conducted in accordance with this safety code and any additional rules specific to the flying site.
1. Model aircraft will not be flown:
 - (a) In a careless or reckless manner.
 - (b) At a location where model aircraft activities are prohibited.
 2. Model aircraft pilots will:
 - (a) Yield the right of way to all human-carrying aircraft.
 - (b) See and avoid all aircraft and a spotter must be used when appropriate. (AMA Document #540-D.)
 - (c) Not fly higher than approximately 400 feet above ground level within three (3) miles of an airport without notifying the airport operator.
 - (d) Not interfere with operations and traffic patterns at any airport, heliport or seaplane base except where there is a mixed use agreement.
 - (e) Not exceed a takeoff weight, including fuel, of 55 pounds unless in compliance with the AMA Large Model Airplane program. (AMA Document 520-A.)
 - (f) Ensure the aircraft is identified with the name and address or AMA number of the owner on the inside or affixed to the outside of the model aircraft. (This does not apply to model aircraft flown indoors.)
 - (g) Not operate aircraft with metal-blade propellers or with gaseous boosts except for helicopters operated under the provisions of AMA Document #555.
 - (h) Not operate model aircraft while under the influence of alcohol or while using any drug that could adversely affect the pilot's ability to safely control the model.
 - (i) Not operate model aircraft carrying pyrotechnic devices that explode or burn, or any device which propels a projectile or drops any object that creates a hazard to persons or property.
Exceptions:
 - Free Flight fuses or devices that burn producing smoke and are securely attached to the model aircraft during flight.
 - Rocket motors (using solid propellant) up to a G-series size may be used provided they remain attached to the model during flight. Model rockets may be flown in accordance with the National Model Rocketry Safety Code but may not be launched from model aircraft.
 - Officially designated AMA Air Show Teams (AST) are authorized to use devices and practices as defined within the Team AMA Program Document (AMA Document #718.)
 - (j) Not operate a turbine-powered aircraft, unless in compliance with the AMA turbine regulations. (AMA Document #510-A.)
 3. Model aircraft will not be flown in AMA sanctioned events, air shows or model demonstrations unless:
 - (a) The aircraft, control system and pilot skills have successfully demonstrated all maneuvers intended or anticipated prior to the specific event.
 - (b) An inexperienced pilot is assisted by an experienced pilot.
 4. When and where required by rule, helmets must be properly worn and fastened. They must be OSHA, DOT, ANSI, SNELL or NOCSAE approved or comply with comparable standards.
- B. **RADIO CONTROL (RC)**
1. All pilots shall avoid flying directly over unprotected people, vessels, vehicles or structures and shall avoid endangerment of life and property of others.
 2. A successful radio equipment ground-range check in accordance with manufacturer's recommendations will be completed before the first flight of a new or repaired model aircraft.
 3. At all flying sites a safety line(s) must be established in front of which all flying takes place. (AMA Document #706.)
 - (a) Only personnel associated with flying the model aircraft are allowed at or in front of the safety line.
 - (b) At air shows or demonstrations, a straight safety line must be established.
 - (c) An area away from the safety line must be maintained for spectators.
 - (d) Intentional flying behind the safety line is prohibited.
 4. RC model aircraft must use the radio-control frequencies currently allowed by the Federal Communications Commission (FCC). Only individuals properly licensed by the FCC are authorized to operate equipment on Amateur Band frequencies.
 5. RC model aircraft will not knowingly operate within three (3) miles of any pre-existing flying site without a frequency-management agreement. (AMA Documents #922 and #923.)
 6. With the exception of events flown under official AMA Competition Regulations, excluding takeoff and landing, no powered model may be flown outdoors closer than 25 feet to any individual, except for the pilot and the pilot's helper(s) located at the flightline.
 7. Under no circumstances may a pilot or other person touch an outdoor model aircraft in flight while it is still under power, except to divert it from striking an individual.
 8. RC night flying requires a lighting system providing the pilot with a clear view of the model's attitude and orientation at all times. Hand-held illumination systems are inadequate for night flying operations.
 9. The pilot of an RC model aircraft shall:
 - (a) Maintain control during the entire flight, maintaining visual contact without enhancement other than by corrective lenses prescribed for the pilot.
 - (b) Fly using the assistance of a camera or First-Person View (FPV) only in accordance with the procedures outlined in AMA Document #550.
 - (c) Fly using the assistance of autopilot or stabilization system only in accordance with the procedures outlined in AMA Document #560.
- C. **FREE FLIGHT**
1. Must be at least 100 feet downwind of spectators and automobile parking when the model aircraft is launched.
 2. Launch area must be clear of all individuals except mechanics, officials, and other fliers.
 3. An effective device will be used to extinguish any fuse on the model aircraft after the fuse has completed its function.
- D. **CONTROL LINE**
1. The complete control system (including the safety thong where applicable) must have an inspection and pull test prior to flying.
 2. The pull test will be in accordance with the current Competition Regulations for the applicable model aircraft category.
 3. Model aircraft not fitting a specific category shall use those pull-test requirements as indicated for Control Line Precision Aerobatics.
 4. The flying area must be clear of all utility wires or poles and a model aircraft will not be flown closer than 50 feet to any above-ground electric utility lines.
 5. The flying area must be clear of all nonessential participants and spectators before the engine is started.



**Drone Authorized
Use Area**