

# **Drones/Unmanned Aircraft Systems (UAS)**

## **Policy/Procedure**

Dickinson College recognizes the educational, recreational, and work-product improvement rationales for the usage of UAS Unmanned Aircraft System (commonly referred to as “drones”) on campus. The purpose of this policy is to establish minimum procedural requirements for drone usage on campus, in order to not only stay in compliance with Commonwealth of Pennsylvania and Federal Aviation Administration (FAA) laws and regulations, but also to ensure the safety and privacy of students, employees and visitors on campus.

### **I. Policy Application and Effective Date**

- a. This policy applies to all faculty, staff, students, visitors and contractors

### **II. Definitions**

- a. A drone or UAS is a powered, unmanned aircraft system that uses aerodynamic forces to provide vehicle lift, can fly autonomously or be piloted remotely, can hover in place and can be expendable or recoverable. For the purpose of this policy, any model, toy or similar aircraft affixed with a camera or recording device will be deemed a drone.
- b. Unmanned Aircraft Systems (UASs) in the context of Dickinson College are defined as Model Aircraft by the Federal Aviation Administration (FAA). The FAA states that recreational use of airspace by model aircraft is covered by FAA Advisory Circular 91- 57, which generally limits operations for hobby and recreation to below 400 feet, away from airports and air traffic, and within sight of the operator. In June 2014, the FAA published a Federal Register notice on its interpretation of the statutory special rules for model aircraft in the FAA Modernization and Reform Act of 2012. The law is clear that the FAA may take enforcement action against model aircraft operators who operate their aircraft in a manner that endangers the safety of the national airspace system. In the notice, the FAA explains that this enforcement authority is designed to protect users of the airspace as well as people and property on the ground.
- c. Recreational Operators are UASs pilots who are not receiving compensation and are flying for hobby, recreational or educational purposes according to the FAA *Educational Use of Unmanned Aircraft Systems (UAS)* Memo released on May 4, 2016
- d. Commercial Operator are UASs pilots who are not flying recreationally, and are flying for compensation 14 C.F.R. §1.1

### **III. Policy**

The operation of any drone must abide by all Commonwealth and FAA laws and regulations. Additionally, the following restrictions apply:

#### **a. Recreational Operators**

- Must not be operated from a moving vehicle or aircraft
- Must not weight more than 54 pounds

- Must be operated during daylight hours
- Must be in line sight of the operator at all times during operation
- Must be flown where it is open and obvious to people that are or may reasonably become captured in the footage
- Must be flown at or below 400 feet
- Must avoid flying through any restricted airspace
- Must not impede any emergency operations and cannot be flown by any non-emergency personnel during or anywhere in the vicinity of any emergency situation on campus
- Must not be operated in such a fashion where it continuously hovers over people
- Must have identification tag/decal identifying the owner to include name, address and number
- Must not be flown within 200 yards of any residence hall

#### b. Commercial Operators

- Must comply with all of the mandates relevant to Recreational Operators
- Must comply with FAA Section 333 or Part 107
- Must receive authorization from Low Altitude Authorization and Notification Capability (LAANC) or DroneZone

#### c. All Operators

A drone or UAS shall not be used in any manner where it captures any images that could cause embarrassment to others or reasonably be construed as an invasion of privacy. It shall not be used to monitor or record areas where there is a reasonable expectation of privacy. These areas include but are not limited to restrooms, locker rooms, individual residential rooms, changing or dressing rooms, campus daycare facilities, and health treatment rooms. Any readily identifiable images of individuals that are captured must not be disseminated through any online or print format without first securing permission from the respective individuals.

Additionally, a UAS shall not be used to monitor or record sensitive institutional or personal information which may be found in an individual's workspace, in a vehicle, on a computer or other electronic displays, or elsewhere.

Indoor use of drones for research and teaching purposes is permitted as long as faculty or other space owners have determined that the proposed space is suitable for such experimentation. The College requires that if the UAS is between 0.55 pounds and less than 55 pounds that the UAS be registered with the FAA.

Dickinson reserves the right to immediately confiscate any drone being flown on or around Dickinson's campus without authorization.

### **IV. Process/Procedures**

Any person wishing to fly a drone anywhere on Dickinson grounds/campus must first contact the director of risk management to submit the appropriate documentation in order to receive advanced permission. This permission must be received, in writing, at least 48 hours before flying the drone. The Risk Management department will keep on file the FAA registration information of the drone along with the request to fly. Anyone wishing to fly a drone in such a manner that may reasonably be considered a violation of this policy can contact the director of

risk management to request an exception. The director may grant this exception for good cause shown.

Outside of the permission received by the director of risk management, certain other events also require written permission at least 48 hours in advance. No athletic events can be captured with a drone without receiving written permission from the director of athletics. Construction sites, as well as other major assemblies, conferences or other events where large groups of employees or students gather cannot be captured without receiving written permission from the assistant/associate/vice president or provost overseeing the event in question.

Any individual requesting permission to fly a drone on campus must provide with their request for permission form a copy of their FAA Certificate signifying that they have appropriately registered the UAS. This requirement exists regardless of whether the drone will be used for research, recreational, or work purposes.

The owner of the drone must procure and provide evidence of liability insurance of no less than \$1,000,000.

The violation of this policy will subject the individual to disciplinary action, potentially up to and including termination of employment or expulsion from Dickinson. Violation of the FAA or PA Code may also subject the individual to criminal penalties. Reported FAA violations have civil penalties up to \$27,500 and Criminal penalties which include fines of up to \$250,000 and/or imprisonment for up to three years.

## Related Information

<https://www.faa.gov>

## History/Revision Information

<b>Responsible Division/Office:</b>	<b>Risk Management</b>
<b>Approval Date:</b>	
<b>Effective Date:</b>	<b>August 14, 2014</b>
<b>Last Amended Date:</b>	<b>September 16, 2022</b>
<b>Next Review Date:</b>	<b>August 16, 2025</b>
<b>Also Found In:</b>	