

## Oregon Tech Policy OIT-30-050 USE OF UAS/DRONES ON CAMPUS

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### 1. Policy Statement

The operation of Unmanned Aircraft Systems (UAS), including drones and model aircraft, is regulated nationally by the Federal Aviation Administration (FAA). This Oregon Tech policy establishes procedures to ensure compliance with legal obligations and address concerns on safety, security, and privacy, while supporting the use of UAS technology to further the Oregon Tech educational mission, as well as to provide for the use of UAS for recreation. This document acts and serves as the official Oregon Tech policy until replaced or repealed.

### 2. Reason for Policy/Purpose

Oregon Tech recognizes that the operation of UAS (also referred to as “drones”) are popular for both recreational and educational usage. This policy establishes minimal requirements for the safe operation of UAS’s and shall be a reference for each campus to use to assist with compliance with FAA regulations, state and local laws, and university policies.

### 3. Applicability/Scope

This policy applies to all students and employees of the University, and all persons planning to operate a UAS/drone on University property.

### 4. Definitions

**UAS:** Unmanned Aircraft Systems.

**Drone:** An unmanned aircraft system.

**FAA:** Federal Aviation Administration.

### 5. Policy

Individuals may operate UAS on Oregon Tech property or at approved off-campus sites while representing Oregon Tech, provided that they follow federal, state, local, and Oregon Tech laws, regulations, and policies, including but not limited to the FAA Part 107 and / or Section 336 (Public Law 112-95) guidelines (Annex A – FAA Requirements for UAS Operations), Oregon Revised Statute (ORS) 837.360 - 837.998, ORS 163.700, and the Oregon Tech policies outlined below.

UAS flights shall comply with all applicable FAA regulations and Oregon Revised Statutes in effect.

UAS flights on the Klamath Falls campus **shall check in** with Sky Lakes Hospital Security at 541-274-3637 prior to flight to check for known helicopter operations, and to provide the hospital with a contact number in case of unexpected emergency flight operations. UAS shall not commence or continue flight when a helicopter is visually sighted or heard in the vicinity of the Klamath Falls campus or the Sky Lakes Medical Center.

UAS are not allowed to fly within 100 yards of any on-campus living facilities or generally within 50 yards of other campus buildings, structures (including the solar array and geothermal power plant), or parking lots without an approved waiver from the Campus Safety, Public Affairs, and Risk Management Departments. UAS shall not be flown inside any buildings or structures without an approved, current Oregon Tech waiver. (Annex C–Campus Map with Restricted UAS Flight Areas)

UAS flights are allowed in parking lots E, F2, and H; however, UAS are not allowed to fly over parked cars and are required to maintain a safe distance from people and vehicles. (Annex C)

UAS shall not fly within 50 yards of any outdoor gathering of people on campus, such as graduation or a sporting event.

UAS shall not be used to monitor or record sensitive or private information anywhere on campus, including the residence halls.

UAS operators desiring an exemption to any of the above policies or desiring to conduct commercial flights over Oregon Tech campuses or when representing Oregon Tech must have prior written permission to conduct such operations from the Campus Safety, Risk Management, and Public Affairs Departments. (Annex B – Waiver Request for Variance from Oregon Tech UAS Policy)

UAS may not be flown on campus in winds greater than 20 mph / 17 knots / 9 m/s.

## **Students**

Students using UAS for recreation or as part of their education shall comply with Section 336 guidelines unless operating under the more restrictive FAA Part 107 rules or with an active FAA Section 333 waiver.

## **Faculty**

Faculty conducting UAS operations or research in conjunction with their official duties shall comply with FAA Part 107 regulations, except where operations are incidental and in support of students' education which are governed under Section 336 or where FAA waivers have been granted. Faculty or staff flying personal drones for recreation may comply with Section 336.

All UAS operators are responsible for any damages caused by their actions, in-action, or negligence.

## **6. Violations**

Any violations of the above policies, laws or regulations may subject a UAS operator to disciplinary proceedings and/or an order to vacate campus property. Prohibitions against future flights may also be pursued by Oregon Tech. Fines or damages incurred by individuals that do not comply with this policy or applicable laws or regulations will not be paid by Oregon Tech and will be the responsibility of those involved.

## 7. Links to Related Procedures, Forms, or Information

[FAA Requirements For UAS Operations](#)

[Waiver Request For Variance From Oregon Tech UAS Policy](#)

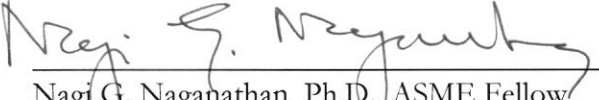
[Campus Map With Restricted UAS Flight Areas](#)

## 8. Policy Review/Consultation

This policy will be reviewed by the Oregon Tech Drone Advisory Group annually, when regulations change, when there are significant technological changes, or when there is an incident.

This policy was reviewed and open to consultation of the following Oregon Tech committees and/or advisory groups:

Faculty Senate, Administrative Council, Associated Students of OIT, Oregon Tech Drone Advisory Group, and President's Council.

Approved:   
Nagi G. Naganathan, Ph.D., ASME Fellow  
President

Date: Nov 20, 2018

## **Annex A – FAA Requirements For UAS Operations**

The FAA defines three categories of UAS: model, civil and public.

### **For all categories:**

Unmanned aircraft must weigh less than 55 lbs. (25 kg).

Visual line-of-sight (VLOS) only; the unmanned aircraft must remain within VLOS of the remote pilot in command and the person manipulating the flight controls of the UAS. Alternatively, if you use First Person View or similar technology, you must have a visual observer always keep your aircraft within unaided sight (corrective lenses are okay, but, for example, no binoculars, thermal imagers, or night vision devices). However, even if you use a visual observer, you must still keep your unmanned aircraft close enough to be able to see it if something unexpected happens.

UAS may not operate over any persons not directly participating in the operation.

Daylight-only operations, or civil twilight (30 minutes before official sunrise to 30 minutes after official sunset, local time) with appropriate anti-collision lighting.

Must yield right-of-way to other aircraft.

Maximum groundspeed of 100 mph (87 knots).

Maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure.

Minimum weather visibility of 3 miles from control station.

Operations in Class B, C, D, and E (controlled) airspace are allowed with the required ATC permission.

Operations in Class G (uncontrolled) airspace are allowed without ATC permission.

No person may act as a remote pilot in command or as visual observer for more than one UAS operation at one time.

No careless or reckless operations.

No carriage of hazardous materials.

Perform a pre-flight visual and operational check of the small UAS to ensure that safety-pertinent systems are functioning properly, to include checking the communications link between the control station and the UAS.

The UAS must be registered.

A person may not operate a UAS if he or she knows or has reason to know of any physical or mental condition that would interfere with the safe operation of a small UAS, or is under the influence of a controlled substance such as alcohol.

External load operations are allowed if the object being carried by the UAS is securely attached and does not adversely affect the flight characteristics or controllability of the aircraft. The UAS, including its attached systems, payload, and cargo must weigh less than 55 lbs. (25 kg) total.

You can request a waiver from the FAA of most operational restrictions if you can show that your proposed operation can be conducted safely under a waiver.

Operators must also adhere to state and local laws and ordinances.

A remote pilot in command may deviate from the requirements of this rule in response to an in-flight emergency.

#### **FAA Special Rule for Model Aircraft, Section 336 of the FMRA (06/25/2014)**

A person may operate an unmanned aircraft for hobby or recreation in accordance with section 336 of the FAA Modernization and Reform Act of 2012 (FMRA) at **educational institutions** and community-sponsored events provided that person is:

- 1) Not compensated, or
- 2) Any compensation received is neither directly nor incidentally related to that person's operation of the aircraft at such events;

A **student** may conduct model aircraft operations in accordance with section 336 of the FMRA in furtherance of his or her aviation-related education at an accredited educational institution.

**Faculty** teaching aviation-related courses at accredited educational institutions may assist students who are operating an unmanned aircraft under section 336 and in connection with a course that requires such operations, provided the student maintains operational control of the model aircraft such that the faculty member's manipulation of the model aircraft's controls is

incidental and secondary to the student's (e.g., the faculty member steps-in to regain control in the event the student begins to lose control, to terminate the flight, etc.).

Faculty members may not fly a UAS under Section 336 (hobby) if the flight is in furtherance of their research or part of their teaching.

Any operation not conducted strictly for hobby or recreation purposes cannot be operated under the Special Rule for Model Aircraft. Commercial operations would not be hobby or recreation flights. Flights that are in furtherance of a business, or incidental to a person's business, would not be a hobby or recreation flight.

### **FAA Small Unmanned Aircraft Regulations (Part 107) (06/21/2016) – Civil and Public Use**

When a UAS is being used for business purposes and/or as part of a person's job or the operator is being compensated for photos or videos taken, its use falls into the civil/commercial category. This includes academic faculty and marketing uses.

The public use category is limited to government use, applying primarily to military purposes, search and rescue, firefighting, or law enforcement.

A person operating a UAS under Part 107 must either hold a remote pilot airman certificate with a small UAS rating or be under the direct supervision of a person who does hold a remote pilot certificate (remote pilot in command).

Part 107 does not apply to model aircraft that satisfy all of the criteria specified in section 336.

## **Annex B - WAIVER REQUEST FOR VARIANCE FROM OREGON TECH UAS/DRONE CAMPUS FLIGHT RESTRICTIONS**

Note – Oregon Tech may only waive its own procedures. Requests for variance from FAA requirements must be made to the FAA and copies of approved FAA waivers must be provided to the Oregon Tech Risk Management Department.

From: \_\_\_\_\_ Date: \_\_\_\_\_  
Contact Email: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ Department: \_\_\_\_\_

Description of waiver request (Proposed flight with reason for waiver request, purpose of flight, location, date, time of day, mitigation measures to ensure safety, other relevant information):

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Via (Faculty supporting request and taking responsibility for proposed flight):

\_\_\_\_\_ Date: \_\_\_\_\_  
Contact Email: \_\_\_\_\_  
Contact Number: \_\_\_\_\_ Department: \_\_\_\_\_

Conditions: \_\_\_\_\_

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Risk Management: Approved/Disapproved: \_\_\_\_\_

Conditions or reason for disapproval: \_\_\_\_\_  
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\_\_\_\_\_

Campus Safety: Approved/Disapproved: \_\_\_\_\_

Conditions or reason for disapproval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Public Affairs/Marketing: Approved/Disapproved: \_\_\_\_\_

Conditions or reason for disapproval: \_\_\_\_\_  
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Copies to: Oregon Tech Risk Management, Campus Safety, and Public Affairs/Marketing



