

Unmanned Aircraft Systems (UAS)

Effective: March 22, 2017

UDOT 01-07

Revised: New

Purpose

To define the use of Unmanned Aircraft Systems (UAS) for the purposes of conducting Utah Department of Transportation (Department) business.

Policy

UAS Use

- UAS may be used when it provides cost efficiency, improved data quality, or improved personnel safety over an existing method or process. Examples of permitted uses include, but are not limited to, aerial photography, photogrammetry, bridge inspections, geotechnical field investigations, Light Detection and Ranging (LiDAR) applications, public outreach, mapping construction sites and conditions, asset management, asset inspections, traffic monitoring, incident management, disaster response, and training exercise.
- Employees are prohibited from using privately owned UAS for Department business.
- Employees operating agency owned UAS will document compliance with FAA policies, to include airworthiness of the UAS, licensing, training, notifications and acquisition of all waivers and approvals prior to any UAS operation.
- Employees requiring assistance complying with Federal Aviation Association (FAA) policies and Certificate of Waiver or Authorization (COA) process will consult with the UAS Coordinator.
- Aspects of this policy will not be construed as to restrict the safe, rapid deployment of an agency owned or contracted UAS in response to an emergency or exigent situation to protect life and limb, critical transportation infrastructure, or the environment.
- Employees and UAS service providers are required to follow the UAS Procedures.

UAS Procurement

- The procurement of a Department owned UAS requires the approval of the Deputy Director or designee.
- Procurement will be in accordance with applicable statutes, rules and Department Procurement policies and procedures.

UAS Contracting Services

- Contracting for UAS services requires the approval of the Deputy Director or designee.
- UAS service providers contracting will be in accordance with Department Consultant Services policies and procedures or Department Procurement policies and procedures based on need.

Operational and Training Requirements

- Employees and UAS service providers operating UAS will meet FAA UAS pilot or operator certification requirements.
- Department owned and UAS service provider flights will be logged and tracked following the UAS Procedures.
- Training for employees involved in UAS operations will be in accordance to the defined training requirements in the UAS Procedures.

Safety Procedures

- Employees and UAS service providers operating an UAS will comply with Department safety policies and FAA safety regulations. Refer to the UAS Procedures.

Protection of Individual Privacy and Personal Information

- UAS operators will limit operations to the specific approved purpose of the project and employ reasonable precautions to avoid capturing images of the public except those that are incidental to the project.

Background

The use of UAS is expanding rapidly, as are the agencies using them. The Federal Aviation Administration has worked to standardize UAS policies and integrate unmanned aircraft into the National Airspace System (NAS). The Department is establishing the policy, roles and responsibilities, and procedures for operating UAS.

Definitions

Certificate of Waiver or Authorization (COA)

An authorization issued by the FAA to grant NAS access for a specific UAS activity. COAs contain requirements the holder must follow. The FAA issues COAs for both public UAS operations and civil UAS operations.

Flight

An individual operation of the UAS from takeoff to landing. Each flight is required to have defined parameters for area of operation, altitudes, flight plan, and length of flight.

Pilot in Command (PIC)

A person who holds a pilot certificate with an UAS rating and has the final authority and responsibility for the operation and safety of an UAS operation conducted under part 107

Project

A project normally has a specific purpose, timeframe, and defined location. A project may require multiple flights.

Unmanned Aircraft (UA)

The flying portion of the system, flown by a pilot via a ground control system, or autonomously through use of an on-board computer, communication links, and any additional equipment that is necessary for the UA to operate safely.

Unmanned Aircraft System (UAS)

The UA and all the associated support items such as equipment, control station, data links, telemetry, communications, and navigation equipment necessary to operate the unmanned aircraft.

Visual Observer (VO)

A person acting as a member who assists the PIC to see and avoid obstacles.

Procedures

General Information

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Responsibility: Deputy Director or Designee

Actions

1. Provide approval or disapproval for all UAS requests
2. Provide updates on UAS use to the Governor and legislature as requested

Responsibility: UAS Committee

3. Coordinate UAS Committee business related to UAS needs
4. Review UAS requests
5. Recommend approval or disapproval of UAS use requests
6. Maintain and update the UAS Procedures
7. Approve UAS Procedures updates

Responsibility: UAS Coordinator

8. Manage all agency owned UAS
9. Coordinate purchases of UAS
10. Coordinate UAS flights
11. Facilitate training as needed
12. Verify proper individual credentials in place prior to flights
13. Review flight plans and compliance with FAA regulations
14. Maintain UAS database of flights, captured data, and equipment