



I. Policy Title

Drones/Unmanned Aircraft Systems (UAS)

II. Policy Purpose and Statement

Fort Valley State University 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 State of Georgia and Federal Aviation Administration (FAA) laws and regulations, but also to ensure the safety and privacy of students, employees and visitors on campus.

III. Policy Application and Effective Date

- a. This policy applies to all faculty, staff, students, visitors and contractors
- b. This policy is effective November 1, 2017

IV. Definitions

- a. A drone or UAS is an 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.

V. Policy

The operation of any drone must abide by all State of Georgia (codified in GA Code 6-1-4) and FAA laws and regulations. Additionally, the following restrictions apply:

- Must not be operation from a moving vehicle or aircraft
- Must not weight more than 55 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 reasonable become captured in the footage
- Must be flown at or below 400 feet
- 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

A drone or UAS shall not be used in any manner where it captures any images that could cause embarrassment to others or reasonable 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 University requires that if the UAS is between 0.55 pounds and less than 55 pounds that the UAS be registered with the FAA.

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

VI. Process/Procedures

Any person wishing to fly a drone anywhere on FVSU grounds/campus must first contact the department of campus police & safety 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 department of campus police & safety will keep on file the FAA registration information of the drone along with the request to fly.

Outside of the permission received by campus police & safety, 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 vice president or vice 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 FVSU. Violation of the FAA or GA 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.

VII. Forms N/A

VIII. Related Resources

<https://www.faa.gov>
<http://www.legis.ga.gov/Legislation/en-US/display/20172018/HB/481>

IX. Responsible Party

Questions regarding this policy should be directed to:

Job Title: Chief of Police

Department: Campus Police & Safety

Phone: 478-825-6211

Email: morgank@fvsu.edu

Fax: 478-825-6701