



Unmanned Aircraft System (Drone) Policy

Effective Date:	09/25/2017
Policy Number:	2018:02
Policy Owner:	Safety, Health, Environmental, & Risk Management (SHERM)
Supersedes:	New

POLICY STATEMENT

This policy provides direction regarding the use of Unmanned Aircraft (drones) or Unmanned Aircraft Systems by Ferris State University faculty, staff, students, and visitors.

The use of unmanned aircraft (drones) or systems is subject to the rules and guidelines of the Federal Aviation Administration, such as 14 CFR Part 107 – aircraft and pilot requirements or Public Law 112-95, Section 336 – Special Rule for Model Aircraft.

All uses of Drones must comply with all Federal, State, City, local and NCAA regulations.

The use of Drones is subject to the rules and guidelines of the local municipality where the Drone is operated.

Recreational or commercial operation of Drones in, on or above University-owned or leased property for non-University related purposes is prohibited.

University-related Drone flights in the interior of University buildings or property is subject to approval of the facility manager or academic department.

SCOPE

This policy applies to all University departments and personnel, as well as vendors, students, guests, visitors or others, intending to use Drones for any University-related purpose or on or over University-owned or leased property.

DEFINITIONS

Federal Aviation Administration (FAA) – the division of the United States Department of Transportation's aviation authority, having primary responsibility for the advancement, safety and regulation of all aspects of civil aviation.

Unmanned Aircraft System (Drones) – the unmanned aircraft and all support equipment, data links, telemetry, navigational support, etc.

Unmanned Aircraft (UA) or Unmanned Aerial Vehicle (UAV) – *FAA Definition – A device used or intended to be used for flight in the air that has no onboard pilot. The device can be any type of airplane, helicopter, airship, glider (powered or unpowered), powered-lift aircraft, or tethered aircraft without an onboard pilot.*

RESPONSIBILITIES

The SHERM Department will create guidance materials that summarize the FAA rules regarding Drone operation.

When operating a Drone for purposes of recording, photographing, or transmitting images, pilots/operators must take all reasonable measures to avoid intrusions into areas normally recognized as private.

Drones must not be used to monitor or record areas where there is a reasonable expectation of privacy in accordance with accepted societal norms. These areas include but are not limited to restrooms, locker rooms, individual residential rooms, changing or dressing rooms, health treatment rooms, residential hallways, residential lounges, the insides of campus daycare facilities, or the exterior of the aforementioned areas.

Drones must not be used to monitor or record sensitive institutional or personal information that may be found on an individual's workspace, computer, laptop, tablet, phone, or other electronic display.

CONTACTS

If you have any questions, contact the SHERM Department at (231)591-3848.

RELATED INFORMATION/FORMS/INSTRUCTIONS

FAA Unmanned Aircraft Systems: <https://www.faa.gov/uas/>

Association for Unmanned Vehicle Systems International: <http://knowbeforeyoufly.org>

City of Grand Rapids: <http://www.grcity.us/Pages/Police-reminds-the-public-on-FAA-Guidelines-for-drone-use.aspx>

Art Prize: <http://www.grcity.us/pages/Police-Department-offers-safety-tips-during-ArtPrize.aspx>

SHERM – Procedures for Operation of Unmanned Aircraft Systems (UAS):

http://www.ferris.edu/HTMLS/administration/adminandfinance/finance/sherm/pdfs-docs/Drone_procedure.pdf
