

USE OF UNMANNED AIRCRAFT SYSTEMS (UAS)

1. Purpose

Operation of UAS is regulated by the Federal Aviation Administration (FAA) and by federal, state, and local laws. The use of UAS is not permitted in any location on University Property unless otherwise authorized via the process outlined in this policy. Anyone who seeks to operate UAS in relation to recreational, educational, or commercial activity while on University Property or at any university-sponsored event must receive approval in advance in accordance with this policy.

2. Scope

This policy applies to all UAS operating on or above University Property, and to the purchase of UAS with funding through Temple University, including university accounts, and grants. This policy does not apply to the use of UAS during emergency operations. Any violations of this policy may result in disciplinary action. For students and employees, sanctions may lead up to and include separation from Temple University. For commercial vendors, sanctions may include removal from University Property.

3. Definitions

Commercial Use: Operating a UAS while working or for some form of monetary, non-monetary, or goodwill compensation. Examples include using a drone to survey building rooftops or aerial photography for advertisement. Commercial users must operate under [FAA Part 107](#) guidelines.

Educational Use: Operating a UAS for education or research purposes. Includes instruction of students at Temple University, academic or research related uses of UAS that have been approved by Temple University, activities undertaken by the institution as part of research projects, including research projects sponsored by the Federal Government; and other academic activities approved by Temple University. Educational users may operate under the [Exception for Limited Recreational Operations of Unmanned Aircraft](#).

Federal Aviation Administration (FAA): U.S. government agency, under the Department of Transportation, which regulates civil aviation including unmanned aircraft systems.

Operator: Person(s) seeking to operate the UAS, each of whom is responsible for maintaining control of the UAS throughout the flight.

Recreational Use: Operating a UAS simply for fun or enjoyment. Excludes any form of monetary, non-monetary, or goodwill compensation. Recreational users may operate under the [Exception for Limited Recreational Operations of Unmanned Aircraft](#).

UAS Management Team: A group with UAS operational management responsibility, composed of representatives from Environmental Health and Radiation Safety, Public Safety, Office of University Counsel, Office of Emergency Management, and Risk Management.

University Property: Any land or facilities owned or leased by Temple University.

Unmanned Aircraft System (UAS): An unmanned controlled aircraft intended to fly in the national airspace system. UAS may also be referred to as a drone or model aircraft.

Visual Line of Sight: Being capable of seeing the aircraft with vision unaided by any device other than corrective lenses.

Visual Observer: Someone, other than the Operator, designated to maintain visual line of sight with the UAS that is physically next to and in direct communication with the Operator.

4. Prohibited Uses of UAS

Many types of airspace restrictions affect UAS flights in the United States, including prohibitions that commonly affect flights over emergency or rescue operations, stadiums and sporting events, near airports or manned aircraft, and restricted or special use airspace. In addition to any prohibited uses of UAS established by law, Temple University prohibits:

- a. The operation of UAS on University Property by persons of the general public for any purpose.
- b. The operations of UAS on or within University Property without prior approval by the UAS Management Team as required in this policy.
- c. The operation of UAS on or within University Property in areas of public assembly, sporting events or areas of construction without prior approval by the UAS Management Team.
- d. The use of UAS to monitor or record inside of University Property from the outside without prior approval by the UAS Management Team.
- e. The use of UAS in any location on University Property in which there is a significant safety, security, or privacy risk to the University community as determined by the Department of Public Safety or the UAS Management Team.

5. UAS Registration- Recreational Use

- a. UAS must be registered with Temple University prior to using an UAS on or above Temple University property. An Operator must [complete and submit the UAS Registration form here](#). Registration must take place at least seven (7) days prior to each planned flight. E-mail drones@temple.edu if there are questions.
- b. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- c. UAS being operated outdoors must **also** be registered for Recreational Use with the [FAA](#) under The Exception for Recreational Flyers.
- d. All members of the Temple University community are responsible for complying with FAA regulations, state and local laws, and university policies, including without limitation the Operating Limitations for Recreational Use below.

6. Operating Limitations for Recreational Use

- a. Fly only for Recreational Use.

- b. For each flight, [complete and submit the Flight Registration form here](#).
Registration must take place at least seven (7) days prior to each planned flight.
- c. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- d. UAS must weigh less than 55 lbs. (25 kg).
- e. Take the Temple University-provided [UAS Safety Training](#) (link to training in EHSA).
- f. Take the [FAA-provided Recreational UAS Safety Test \(TRUST\)](#) and carry proof of test passage. Operators are responsible for keeping records of their training.
- g. Have a current [registration](#) and [mark](#) your drones on the outside with the registration number and carry proof of registration with you.
- h. Report any crash, injury, or property damage incident immediately to drones@temple.edu.
 - i. In the event of an accident that requires immediate assistance or other emergencies, contact Campus Safety at 215-204-1234.
- i. The operator will cease flight operations at the request of the Department of Public Safety or the UAS Management Team.
- j. Operator must keep the UAS within the Operator's visual line of sight or use a Visual Observer who is physically next to and in direct communication with the Operator.
- k. Operator must give way to and not interfere with manned aircraft.
- l. Fly at or below 400'.
- m. Flying drones in certain airspace is not allowed. Classes of airspace and flying restrictions can be found on the FAA [B4UFLY app](#) or the [UAS Facility Maps webpage](#).
- n. UAS must be registered with Temple University.
- o. UAS being operated outdoors must be registered with the FAA. Mark UAS on the outside with the registration number and carry proof of registration.
- p. Operator will not operate the UAS in a dangerous manner. For example:
 - i. Do not interfere with emergency response or law enforcement activities.
 - ii. Do not fly under the influence of drugs or alcohol.

7. UAS Registration- Educational Use

- a. UAS must be registered with Temple University prior to using an UAS on or above Temple University property. An Operator must [complete and submit the UAS Registration form here](#). Registration must take place at least seven (7) days prior to each planned flight. E-mail drones@temple.edu if there are questions.
- b. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- c. UAS being operated outdoors must **also** be registered for Educational Use with the [FAA](#) under The Exception for Recreational Flyers.
- d. All members of the Temple University community are responsible for complying with FAA regulations, state and local laws, and university policies, including without limitation the Operating Limitations for Educational Use below.

8. Operating Limitations for Educational Use

- a. Fly only for Educational Use.
- b. For each flight, [complete and submit the Flight Registration form here](#). Registration must take place at least seven (7) days prior to each planned flight.
- c. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- d. UAS must weigh less than 55 lbs. (25 kg).
- e. Take the Temple University-provided [UAS Safety Training](#) (link to training in EHSA).
- f. Take the [FAA-provided Recreational UAS Safety Test \(TRUST\)](#) and carry proof of test passage. Operators are responsible for keeping records of their training.
- g. Have a current [registration](#) and [mark](#) your drones on the outside with the registration number and carry proof of registration with you.
- h. Report any crash, injury, or property damage incident immediately to drones@temple.edu.
 - i. In the event of an accident that requires immediate assistance or other emergencies, contact Campus Safety at 215-204-1234.
- i. The operator will cease flight operations at the request of the Department of Public Safety or the UAS Management Team.
- j. Operator must keep the UAS within the Operator's visual line of sight or use a Visual Observer who is physically next to and in direct communication with the Operator.
- k. Operator must give way to and not interfere with manned aircraft.
- l. Fly at or below 400'.
- m. Flying drones in certain airspace is not allowed. Classes of airspace and flying restrictions can be found on the FAA [B4UFLY app](#) or the [UAS Facility Maps webpage](#).
- n. UAS must be registered with Temple University.
- o. UAS being operated outdoors must be registered with the FAA. Mark UAS on the outside with the registration number and carry proof of registration.
- p. Operator will not operate the UAS in a dangerous manner. For example:
 - i. Do not interfere with emergency response or law enforcement activities.
 - ii. Do not fly under the influence of drugs or alcohol.

9. UAS Registration - Commercial Use

- a. UAS must be registered with Temple University prior to using an UAS on or above Temple University property. An Operator must [complete and submit the UAS Registration form here](#). Registration must take place at least seven (7) days prior to each planned flight. E-mail drones@temple.edu if there are questions.
- b. Operator must **also** register the drone for Commercial Use with the [FAA](#) under Part 107 registration.
- c. Operator must obtain a [Remote Pilot Certificate](#) from the FAA. Operators are responsible for keeping records of their training.

- d. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- e. All members of the Temple University community are responsible for complying with FAA regulations, state and local laws, and university policies, including without limitation the Operating Limitations for Commercial Use below).

10. Operating Limitations for Commercial Use

- a. Operator must fly the UAS only for Commercial Use.
- b. For each flight, [complete and submit the Flight Registration form here](#).
Registration must take place at least seven (7) days prior to each planned flight.
- c. Indoor flights require approval when they are planned for public spaces, shared areas, and rooms that may be reserved. Requests to fly in such spaces will be reviewed by the UAS Management Team prior to approval being granted.
- d. UAS must weigh less than 55 lbs. (25 kg).
- e. Take the Temple University-provided [UAS Safety Training](#). Commercial vendors may email drones@temple.edu for a copy of this training.
- f. Report any crash, injury, or property damage incident immediately to drones@temple.edu.
 - i. In the event of an accident that requires immediate assistance or other emergencies, contact Campus Safety at 215-204-1234.
- g. The operator will cease flight operations at the request of the Department of Public Safety or the UAS Management Team.
- h. Operator must keep the UAS within the Operator's visual line of sight or use a Visual Observer who is physically next to and in direct communication with the Operator.
- i. UAS aircraft may not operate over any persons not directly participating in the operation, under a covered structure, and not inside a covered stationary vehicle.
- j. Daylight-only operations, or civil twilight (30 minutes before official sunrise to 30 minutes after official sunset, local time) with appropriate anti-collision lighting.
- k. Operator must give way to and not interfere with manned aircraft.
- l. Operator may but is not required to use a Visual Observer.
- m. First-person view camera does not replace a Visual Observer if one is needed.
- n. Maximum groundspeed of 100 mph (87 knots).
- o. Maximum altitude of 400 feet above ground level (AGL) or, if higher than 400 feet AGL, remain within 400 feet of a structure.
- p. Minimum weather visibility of 3 miles from control station.
- q. Operations in Class G airspace are allowed without Air Traffic Control permission.
- r. No person may act as an Operator or Visual Observer for more than one unmanned aircraft operation at one time.
- s. A UAS may not be operated from a moving aircraft without explicit prior approval from the UAS Management Team.
- t. A UAS may not be operated from a moving vehicle without explicit prior approval from the UAS Management Team.
- u. Operator may not operate the UAS in a careless or reckless manner.

- v. Operator may not use the UAS to carry or transport hazardous materials.
- w. Requires preflight inspection by the Operator.
- x. 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 the UAS.
- y. External load operations are allowed if the object being carried by the unmanned aircraft is securely attached and does not adversely affect the flight characteristics or controllability of the aircraft.