

**VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY  
PROTOCOLS GOVERNING THE OPERATION OF UNMANNED AIRCRAFT  
SYSTEMS; SPECIAL EVENTS**

**I. Purpose**

This document is supplemental to the *Virginia Polytechnic Institute and State University Policy Governing the Operation of Unmanned Aircraft Systems (UAS)* and serves to outline the Protocol for conducting UAS operations on University-controlled property. This protocol document establishes the minimum qualifications to operate, specific flight authorizations may require additional qualifications.

**II. Protocol**

**Special Events**

1. Special events, such as intercollegiate UAS competitions, drone races, or other large scale events, may be impractical to follow the protocols established within this document to obtain flight authorization. Anyone seeking to host a special event that requires a deviation from this policy must submit an application to the online UAS Flight Authorization system at <https://veoci.com/veoci/p/w/ju4a8y6hmpua?c=52211>.

It will be necessary to describe the event in detail and request a deviation from standard protocol. The UAS Safety Office and UASOC will handle special event requests on a case-by-case basis and work with the applicant to develop an acceptable protocol to ensure safety. Due to the unique nature of each special event, it is highly recommended that applications for special event flight authorizations be submitted as far in advance as possible and no less than fifteen (15) business days before the proposed flight operation.

Please submit inquiries concerning UAS operations to the UAS Safety Office at [uassafety@vt.edu](mailto:uassafety@vt.edu) or (540) 231-7484 / 7303.

Any University authorization of UAS operations will not replace or supersede any technical or safety reviews of flight operations (such as reviews relating to aviation safety, qualifications of operators, and feasibility of the operations) as may be required by the FAA. The University is not responsible for an operator's failure to comply with any reviews or requirements that may be imposed by the FAA. Strict compliance by the operator with FAA requirements is necessary for aviation safety.

This Protocol has been reviewed and approved by the Virginia Tech Unmanned Aircraft Systems Oversight Committee.