VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
PROTOCOLS GOVERNING THE OPERATION OF UNMANNED AIRCRAFT
SYSTEMS (UAS) BY THIRD PARTY COMMERCIAL OPERATIONS ON VIRGINIA
TECH PROPERTY

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 Protocols 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

3rd Party Commercial Operations

3rd Party Commercial UAS operations on or from University-controlled property are subject to the following limitations and requirements:

Commercial operators who wish to operate a UAS on Virginia Tech property must possess and provide proof of an FAA Remote Pilot certification or 333 exemption and obtain written authorization from the UAS Safety Office. Additionally, each commercial operator will need to provide proof of insurance and name the University and Commonwealth of Virginia as an additional insured.

To submit an application requesting authorization to fly a UAS on campus visit the online UAS Flight Authorization system at https://veoci.com/veoci/p/w/ju4a8y6hmpua?c=52211. Instructions for completing the application process can be found online.

Applications submitted via the online UAS Flight Authorization system will be reviewed by the UAS Safety Office. Subsequently, for operations at the Blacksburg campus, the UAS Oversight Committee (UASOC) will review applications for administrative and public safety approvals. The UAS Safety Office will issue a final written approval upon UASOC approval. Applications must be submitted a minimum of five (5) business days prior to the intended flight date. Complex flight operations may require more time for appropriate review. In order to expedite approval, the UAS Safety Office may perform an initial feasibility check on the proposed flight operation and then distribute the application to the UASOC for parallel review.

Upon granting an approval the UAS Safety Office will schedule a staff member to chaperone the commercial operator's first flight ensuring proficiency of the operator. The chaperone will have authority to cancel the commercial operator's flight approval if safety of individuals is threatened or the provisions of the application/approval are not followed.

Please submit inquiries concerning UAS operations to the UAS Safety Office at 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 <u>not</u> 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.

Commercial Operators Checklist

✓ FAA Remote Pilot Certificate or 333 exemption

✓ Written Approval of Operation from UAS Safety Office

✓ Operation chaperoned by UAS Safety Office staff

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