



DEPARTMENT OF GEOLOGY AND MINERAL INDUSTRIES POLICY AND PROCEDURE

TITLE:	UNMANNED AIRCRAFT SYSTEMS OPERATION
NUMBER:	ADM 2018-01 v1.0
APPROVED BY:	Brad Avy, Director/ State Geologist Ian Madin, Deputy Director (Signatures on File)
DATE:	Approved: March 9, 2018

SECTION I - Policy Statement:

The Department of Geology and Mineral Industries (DOGAMI) uses unmanned aircraft systems (UAS) as a cost-effective and safe way to replace or supplement existing field activities and manned aerial surveys. Data collected by UAS supports DOGAMI's mission to provide earth science information and regulation to make Oregon safe and prosperous. This policy establishes protocols and requirements for DOGAMI staff to follow when operating UAS.

SECTION II – Purpose:

The purpose of this policy is to establish department procedures for the legal and productive use of UAS by DOGAMI staff conducting their official duties.

SECTION III - Goals:

The goals of this policy are to ensure that DOGAMI employees understand the following:

- Safety is the primary consideration during UAS operations;
- DOGAMI must remain in compliance with local, state, and federal UAS regulations; and
- Natural and cultural resources must be protected during UAS operations.

SECTION IV - Scope:

Applicability:

This policy applies to all UAS operations carried out by DOGAMI staff.

Audience:

This policy is directed to all DOGAMI employees that use UAS.

SECTION V - Authority:

The authority for this policy is established in ORS 516.030, which describes the duties of the department.

This policy is influenced by the following authority, laws and rules:

The Federal Aviation Administration regulates the national airspace and aircraft within the United States. Specifically, UAS are covered under the FAA "Small UAS Rule": FAR 14 CFR part 107.

ORS 837.300 to ORS 837.998 (Unmanned Aircraft Systems and Penalties), ORS 192.345 (Public Records Conditionally Exempt from Disclosure), and generally, Oregon's record retention law.

SECTION VI - Background:

UAS can provide a safe and cost-effective platform for remote sensing that would otherwise be unavailable or prohibitively expensive. DOGAMI's needs are well aligned to effectively use UAS technology, as DOGAMI has numerous small sites with unique or repetitive site visit requirements. The use of UAS by public bodies is regulated by State and Federal law and is treated differently than recreational or commercial use. A consistent coordinated approach to UAS use at DOGAMI is required to ensure safety, regulation compliance, and effective use of resources.

SECTION VII - Definitions:

14 CFR Part 107:

The August 29, 2016 FAR "Small UAS Rule" issued to allow and regulate the operation of small unmanned aircraft systems in the National Airspace System.

FAA:

Federal Aviation Administration.

FAR:

Federal Aviation Regulation.

Remote PIC:

Remote Pilot In Command.

Public Body:

As defined in ORS 174.109.

Remote Pilot Airman Certificate:

FAA issued. Required to operate as a Remote PIC of a UAS under 14 CFR Part 107 (VO are not required to hold this certificate).

UAS:

Unmanned Aircraft Systems. An unmanned aircraft system is an unmanned aircraft and the equipment necessary for the safe and efficient operation of that aircraft. The unmanned aircraft is a component of a UAS.

UAS Coordinator:

Manages and monitors compliance of regulations and provides support for UAS operations.

VO:

Visual Observer, a person who assists the operator to see and avoid other air traffic or objects aloft or on the ground.

SECTION VIII – Policy Statements:

1. DOGAMI shall designate a department UAS Coordinator to manage compliance of regulations and provide support for UAS operations. DOGAMI staff must obtain approval from the UAS Coordinator prior to UAS operation.
2. DOGAMI operation of UAS may be carried out by DOGAMI staff holding a Remote Pilot Airman Certificate. UAS operations may also be conducted in cooperation with trained and licensed staff from other public bodies and federal agencies.
3. UAS owned by DOGAMI shall be used for the purposes of training, education, and official operations only.
4. UAS under private ownership of DOGAMI staff shall not be used for official DOGAMI operations.
5. UAS owned and operated by DOGAMI shall have appropriate federal and/or state registration.
6. By mutual agreement of all parties, DOGAMI staff may serve as Remote PIC or VO for UAS owned by other public bodies or federal agencies if all legal, training, and safety requirements have been met.
7. The use, storage, and distribution of data collected during DOGAMI UAS operations are governed by state statute (ORS 837.300 to ORS 837.998, ORS 192.345) and DOGAMI policy IT 2018-01 v1.0, Unmanned Aircraft Systems Data Storage.
8. The rights of private citizens must be respected during UAS operations (refer to state and federal regulations). Written permission to overfly private property must be obtained. Flying over state and federal lands may require permits. The Remote PIC is responsible to ensure that all requirements have been met prior to flight.

SECTION IX - Exceptions:

DOGAMI staff that do not hold a Remote Pilot Airman Certificate may operate an UAS for training purposes while under the direct supervision of a Remote PIC that holds a Remote Pilot Airman Certificate.

SECTION X – Roles and Responsibilities:

Geological Survey and Services Program Manager:

Designate a department UAS Coordinator. Educate management on the provisions of this policy; provide assistance with how to use the relevant portions for policy users; monitor the use of the policy, review user comments and track changes in regulation direction; revise the policy when needed.

UAS Coordinator:

Monitor compliance of regulations and provide support and approval for UAS operations on behalf of DOGAMI. Collate internal use reports and flight logs and provide annual summary to Oregon Department of Aviation. Maintain public access to DOGAMI UAS policy. Maintain UAS hardware, including flight controllers, display devices, sensors, cameras, batteries, and ground control point targets. Develop UAS operations considerations process in consultation with Geological Survey and Services Program Manager, Geological Survey and Services program staff, and Mineral Land Regulation and Reclamation program staff.

SECTION XI – Failure to Comply:

Failure to comply with this policy may be cause for disciplinary action up to and including dismissal.