

# Guidelines for Operation of Unmanned Aircraft Systems and Other Airborne Objects on Campus

The California Institute of Technology conducts research to advance technology and in support of education. In carrying out its educational, research and business activities, students, staff, faculty, students, and others may wish to make use of unmanned aircraft systems and other airborne objects that are regulated by the Federal Aviation Administration (FAA). These Guidelines are intended to ensure that all use of unmanned aircraft systems and other airborne objects on campus is conducted safely and in compliance with applicable federal, state and local laws and regulations.

## Definitions:

Unmanned Aircraft System (UAS) means an unmanned aircraft and all of the associated support equipment, control station, data links, telemetry, communications and navigation equipment, etc., necessary to operate the unmanned aircraft, which fall under the regulatory authority of the FAA. UAS may have a variety of names including but not limited to drones, quadcopters and quadrotors.

Other Airborne Objects (OAO) means moored balloons, kites, amateur rockets and unmanned free balloons under the regulatory authority of the FAA.

## **UAS and OAO Used for Educational, Research or Business-Related Purposes**

Anyone desiring to operate an UAS or OAO on Caltech property for educational, research or other business-related purposes must follow the following procedure:

1. For all outdoor use of UAS or OAO, submit a [Campus Application \(PDF\)](#) to Security, attaching the FAA registration and exemption, if applicable.
2. For outdoor use of UAS, comply with all applicable FAA rules and regulations. This includes registering the UAS with the FAA under the traditional aircraft registry process, and, if required, applying for and receiving the appropriate exemption. See [www.faa.gov/uas/registration](http://www.faa.gov/uas/registration) (registration) and [www.faa.gov/uas/legislative\\_programs/section\\_333/333\\_authorizations/](http://www.faa.gov/uas/legislative_programs/section_333/333_authorizations/) (exemptions). For help in interpreting FAA requirements, please contact the [Office of General Counsel](#).
3. The FAA issued a notice of proposed rulemaking for UAS in early 2015. Though it is not yet final, the proposed operational guidelines should be followed as guidelines. See [http://www.faa.gov/regulations\\_policies/rulemaking/media/021515\\_sUAS\\_Summary.pdf](http://www.faa.gov/regulations_policies/rulemaking/media/021515_sUAS_Summary.pdf)
4. For outdoor use of OAO, comply with all applicable FAA rules and regulations. See 14 CFR 101 et seq.
5. Once approved, Security will forward copies to the operator, Environment, Health & Safety, Security Field Supervisors, and other offices as necessary, depending on where and when the UAS will be flown. UAS must be flown a sufficient distance from populated areas and full scale aircraft.
6. Indoor use of UAS and OAO are not regulated by the FAA, and do not require a Campus Application, if they are only flown in the lab in which the operator works. However, if UAS or OAO will intrude into areas outside of the lab, such as hallways or other common areas, a Campus Application must be submitted.

## **Hobby or Recreational Use of Toy Aircraft on Campus**

Use of children's toy unmanned aircraft that are not regulated by the FAA may be flown on the North Athletic Field, if approved in advance by a Director in the Athletic Department. Most children's toy

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unmanned aircraft (under \$100) are not covered by the registration rules of the FAA, see [http://www.faa.gov/uas/registration/faqs/media/UAS\\_Weights\\_Registration.pdf](http://www.faa.gov/uas/registration/faqs/media/UAS_Weights_Registration.pdf)

## **Prohibition against Hobby or Recreational Use of UAS**

UAS that are regulated by the FAA may not be flown for hobby or recreational purposes on campus. Effective December 21, 2015, all new users of UAS must register with the FAA's new Unmanned Aircraft System (UAS) for hobby or recreational use must register before they fly UAS outdoors. Any UAS that requires registration may not be flown on the Caltech campus for hobby or recreational purposes.

## **Questions and Compliance**

All questions regarding use of UAS or OAO on campus should be directed to the Chief of Security, at x4187.

Non-compliance: Any use of UAS or OAO not in compliance with these Guidelines may subject the user to disciplinary measures and/or being prohibited from using UAS or OAO on campus in the future.