

## Unmanned Aerial System

### 602.1 PROCEDURES FOR USE OF AN UNMANNED AERIAL SYSTEM

Best Practice **MODIFIED**

All deployments of UAS should incorporate procedures to assure authorized usage, safe operation, secure storage and documentation of usage of UAS. Procedures for the use of UAS shall include, but are not limited to, the following:

- (a) Authorized agency personnel shall obtain and maintain registration of their assigned UAS, Remote Pilot Certification & a copy of the COA prior to and during deployment of UAS.
- (b) UAS shall be operated solely by authorized agency personnel duly trained in the unmanned aircraft system (UAS) and operation of UAS.
- (c) UAS will never be operated in an environment where manned aircraft is present & must land if it is safe to do so, if manned aircraft enter the airspace. If another UAS is being operated in the same airspace, coordination to de-conflict the airspace should be attempted.
- (d) Authorized agency personnel shall inspect and test UAS prior to each deployment to verify maintenance, proper functionality, general airworthiness, mission specific airworthiness and proper radio frequency.

Authorized agency personnel shall inspect crew fitness, lighting, line-of sight, altitude, and weather conditions prior to each deployment to verify suitability for flight. Inspections of crew fitness, lighting, line-of-sight, altitude, and weather conditions shall conform to the following:

- (a) Crew Fitness - Authorized agency personnel shall conduct a preflight briefing at which they shall review mission, goals, methods and procedures; UAV battery charge and Global Positioning System (GPS) strength; personnel communication procedures; emergency/contingency procedures, including but not limited to, UAV malfunction/failure, flight termination, flight diversion and lost link procedures; contents of COA; radio frequency to be used; take-off and landing site, defined incident perimeter and flight perimeter.
- (b) Lighting - Authorized agency personnel shall only deploy UAS in accordance with a COA or Emergency COA which will outline the necessary requirements and UAS capabilities needed for safe operation as well as specifically denote whether day and/or night flight is permitted.
- (c) Line-of-sight - Authorized agency personnel shall review the intended flight pattern of UAS for hazards prior to each deployment. Authorized agency personnel shall only deploy UAS within line of sight of operator in an attempt to detect and avoid hazards such as aircrafts, trees and property.
- (d) Altitude - All UAS flights shall be conducted at less than 400 feet above Ground Level unless otherwise noted in the COA or approved by FAA in an Emergency COA.
- (e) Weather:

# Syracuse Police Department

## Supplemental Manual

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1. Temperature - Authorized agency personnel shall only deploy UAS when the temperature is within the parameters set forth by the operational guidelines of the UAV being deployed. Authorized agency personnel shall adjust UAS battery and flight length as necessary according to temperature.
2. Wind - Authorized agency personnel shall measure wind velocity prior to each deployment and shall only deploy UAS when the wind velocity is within the parameters set forth by the operational guidelines of the UAS being deployed.
3. Rain, Snow, and Fog - Prior to deployment of a UAS, authorized agency personnel shall ascertain whether rain, snow or fog may decrease visibility or operator safety. Authorized agency personnel may deploy UAS if weather conditions do not prevent personnel from adhering to line-of-sight and minimum weather requirements.

Authorized supervisory personnel shall coordinate maintenance, repairs and updates of UAS as well as coordinate with IT regarding system related issues.

Authorized supervisory personnel shall inform local Air Traffic Control of an impending flight or obtain a waiver of notice from local Air Traffic Control at the issuance of the COA.

DME captured or recorded by UAS shall be the sole property of the agency unless otherwise agreed to by authorized supervisory personnel.

All UAS flights shall be documented on a form or database designed for that purpose and shall include, but are not limited to, the following:

- (a) The reason for the flight.
- (b) Date, time, duration and location of the flight.
- (c) Name of Command Officer approving flight.
- (d) List of staff assigned to flight.
- (e) Summary of actions taken, activities, and outcomes from deployment.
- (f) Brief description of captured DME and storage location.