Guidelines for University of Cincinnati Authorization of UAS Operation

Obtaining approval for and operating a UAS on or above University of Cincinnati property:

A. Any person or vendor, including but not limited to third parties seeking to operate a UAS on or above university property or at a university-sponsored event must submit a completed UAS (Drone) Use Approval Form to Public Safety at least 10 business days in advance.

1. A Remote Pilot Certificate, Certificate of Authorization, statement of reliance on and justification of operations under the university’s 333 exemption, and/or other relevant documentation must also be included with the UAS Approval Form.

2. Individuals or organizations seeking to conduct UAS operations under the university’s FAA approval, but not on university property or at a university-sponsored event, must contact Public Safety directly.

3. Vendors including but not limited to third parties not operating UAS owned by the university must sign a written agreement holding the university harmless for any resulting claims, loss, or damage from flight operations, and attest to $1 million of insurance per occurrence, $2 million aggregate covering UAS operations. The language for this agreement must be submitted to Public Safety along with the UAS Approval Form.

B. The Department of Public Safety and Enterprise Risk Management (ERM) will process the request for approval. After review and assessment of the request, the requestor will be notified of a decision or receive a request for additional information within 5 business days.

C. If approved, a copy of the approved UAS Approval Form and Remote Pilot Certificate of the Pilot in Command must be in possession at all times during flight activity, and must be presented to any university official or representative with control or jurisdiction over the activity, upon request.

D. UAS operators must only conduct approved flights under favorable conditions. If unforeseen circumstances develop (e.g., adverse weather) under which operations cannot be conducted in a safe manner, the operator must postpone the flight and request an extension from Public Safety and ERM within 3 business days of the original date. If the extension is not requested within 3 business days, a new UAS Approval Form must then be completed and submitted.
Operation of UAS

A. The use of UAS for hobby or recreational use on any and all University of Cincinnati property is strictly prohibited at all times. Using a UAS to take photographs or videos for personal use is considered recreational use and is prohibited.

B. Those who are granted authorization from the University of Cincinnati and the appropriate federal, state, and local authorities are required to operate in accordance with any and all applicable FAA and FAA Modernization and Reform Act regulations, including but not limited to acquiring the appropriate 333 Exemption and notifying any necessary air traffic controllers, if the UAS will be entering restricted areas prior to the intended flight.

VIOLATIONS

Any violations of university policies will be dealt with in accordance with applicable university policies and procedures, which may include disciplinary actions up to and including termination and/or expulsion from the university.

Legal prohibitions regarding physical presence on campus/trespassing and other legal action may also be pursued against operators of UAS that are in violation of this policy.

Violations of this policy may lead to separate legal consequences, including potential criminal liability, under state and/or federal law.

LIABILITY

Fines and/or damages incurred by individuals or UAS that do not comply with this policy will not be paid by the University of Cincinnati and will be the sole responsibility of those persons involved.

The University of Cincinnati will not be held responsible for any fines and/or damage arising out of recreational use or any use in violation of this policy by employees, students or any member of the public.