

Sonoma State University
Unoccupied Aerial Systems Review Board
APPLICATION FOR PURCHASE & USE
of
UNOCCUPIED AERIAL SYSTEMS (UAS)
(DRONES)

All UAS (drone) operations must be conducted after campus approval and in accordance with FAA Part 107 regulations. It is highly suggested that the entire approval process be completed prior to any purchase of equipment and/or system components, and any grant proposal submitted, as use may not be granted. Civil penalties and fines for unauthorized operation of a UAS are currently very high and are applicable to the individual, not Sonoma State University. In all cases, to help ensure safety and compliance, all University use of UAS will be conducted according to FAA Part 107 regulations.

Name Email
Phone Department

Purpose, nature and goals of the work to be undertaken

Need for an Unoccupied Aerial System (UAS)

Identity of FAA certified UAS Pilot/Observer (must hold valid FAA UAS Pilot's License):

Type and use of Unoccupied Aerial Systems (UAS)

Proposed Manufacturer and Model #

Is your drone equipped with Remote ID? (Yes/No) Remote ID #:

Total weight (including research sensors)

Type of sensors (GPA, Camera, infrared, etc.)

Maximum altitude use feet

Dates and schedule of proposed use

Proposed specific location use

All forms of data (including imagery) to be collected

Provisions for security of equipment, both during and outside of operation, and any sensitive data collected

[Yellow box for security provisions]

Sources and nature of financial support (If applicable, include organization's name and if funds come from Federal funds).

[Yellow box for financial support]

Communications plan for notifying campus police, local landowners, police agencies in the overflight radius of planned operations

[Yellow box for communications plan]

Signature of Applicant (PI/Faculty/Staff), Department Chair/Appropriate Administrator and Dean/Vice President (by signing here you are certifying that no UAS (drone) use will occur without proper UAS Review Board approval prior to any flight operations that the SSU policy on UAS has been read and understood.

Signature of Applicant

[Yellow box for Applicant signature]

Date: [Yellow box for Applicant date]

Department Chair/Appropriate Administrator acknowledging UAS operations

[Yellow box for Department Chair signature]

Date: [Yellow box for Department Chair date]

Signature of Dean/Vice President acknowledging UAS operations

[Yellow box for Dean/Vice President signature]

Date: [Yellow box for Dean/Vice President date]

Note: FAA regulations governing UAS use may change in the future. Please maintain currency with these rules (Currently FAA Part 107)

After the above signatures this application needs to be forwarded on to the chair of the SSU UAS committee (Owen Anfinson, anfinson@sonoma.edu) for final campus approval. Upon final approval the applicant will be sent an approval letter (by email), which will also be retained by the Office of Research and Sponsored Programs. The approval letter must be on your person during the time of the UAS flight operations.

For Board use only	Notes
<input type="checkbox"/> Application received	Date: [Yellow box]
<input type="checkbox"/> UAS operation denied	Date: [Yellow box]
<input type="checkbox"/> Final Chair approval	Date: [Yellow box]
	Signature: [Yellow box]

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