



11/19/2019

Coeur d'Alene Tribe Policy for Utilization of Unmanned Aircraft Systems

SUMMARY

The Coeur d'Alene Tribe (Henceforth referred to as “**the Tribe**”) has appointed the GIS Program (Henceforth referred to as the “**Lead Entity**”) with the authority to oversee, approve, coordinate, and monitor all use of Unmanned Aircraft Systems (UAS) (aka, “drones”) by the Tribe. Operating within the framework of Coeur d'Alene Tribal laws and policies—and operating within the framework of other jurisdictions (primarily the U.S. Federal Aviation Administration (FAA)—the Lead Entity works with Coeur d'Alene Tribal staff/Departments/Programs to conduct UAS operations for projects and tasks for which UAS are suitable. The intention of this policy is to maintain compliance with the Federal Aviation Administration, to mitigate the risks involved with UAS flights and to maintain a safe working environment for Tribal staff during these flights.

In order to ensure safe UAS use and compliance with federal law, the Lead Entity oversees and provides support for UAS operations, including the following:

1. Ensuring all operators of UAS have current [Part 107 of the Federal Aviation Regulations Code of Federal Regulations \(CFR\)](#) Remote Pilot Certificates through the FAA
 - a. Each staff member that plans to fly a UAS for Tribal purposes must be certified by the FAA, and after certification, must submit a scanned copy of the license to the Lead Entity ([certification info here](#)).
2. Acquiring Unmanned Aircraft Systems
 - a. While the Lead Entity will NOT make purchases for your Department/Program, notification of intent to purchase should be made to the Lead Entity prior to actual purchase to ensure the most appropriate hardware/software for the task is procured. This is just a recommended consultation to try to ensure the most suitable UAV is purchased.
 - b. Each UAS purchased by a Department/Program must be registered through the FAA, and the registration document must be submitted to the Lead Entity ([register here](#)).
 - c. Each UAV must be insured through the Tribe, and documentation must be sent to the Lead Entity showing proof of insurance.
3. Ensuring safe and legal UAS flights
 - a. Before each flight, the Remote Pilot in Command must submit a Coeur d'Alene UAS Flight Notification using **Survey123** ([link here](#)), which includes all relevant details about the intended application of the unmanned aircraft's flight, to the Lead Entity (Note: this is **NOT** an approval process, and is intended purely for notification and data gathering/reporting purposes).
 - b. A semi-annual safety and policy compliance inspection of each UAS will be conducted by the Lead Entity.
 - c. The Lead Entity may occasionally conduct training sessions for Tribal staff in the use of UAS.

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UAS operations shall follow these overall guidelines:

1. The Tribe shall operate unmanned aircraft in accordance with the U.S. Federal Aviation Administration, which regulates U.S. airspace.
2. Tribal employees shall operate unmanned aircraft in a responsible and safe manner. Safety of staff and all others in the vicinity of UAS operations shall be given highest consideration.
3. Tribal staff operating unmanned aircraft shall, to the greatest extent possible, respect the privacy of those people possibly impacted by UAS activities.
4. Unmanned aircraft shall be used to further Tribal government activities, which may include commercial activities that benefit Tribal government conducted on or off the Reservation. UAS shall not be operated for personal gain.
5. UAS shall be utilized for specific projects and tasks for which these devices are suited and for which the incorporation of a UAS will provide key data or other vital functions.
6. Use of unmanned aircraft by the Tribe may take place within or outside the Coeur d'Alene Reservation, on Tribal lands, on Trust properties, or at any location where the Tribe has official government business and has acquired necessary permissions from the land owner.
7. UAS operations can be conducted by outside contractors. Before outside contractors can fly, they must show proof of FAA Remote Small UAS operator license/certification, FAA registration of UAV and proof of insurance.

Specific parameters to be met for all UAS operations include the following (unless allowed by a Certificate of Exemption (COA) or a waiver is issued to the Tribe by the FAA):

1. Only small Unmanned Aircraft Systems (sUAS) of less than 55 pounds (25 kilograms) may be utilized.
2. Unmanned aircraft will be used only during daylight.
3. At all times, the pilot/operator of the UAS will keep the aircraft in visual line-of-sight.
4. Take-off and landing areas for UAS shall be within the visual range of the pilot/operator.
5. Unmanned aircraft shall be kept within a maximum altitude of 400 feet (122 meters) above ground level.
6. Unmanned aircraft shall be operated with a maximum groundspeed of 100 mph (44 meters/second).
7. Unmanned aircraft are not allowed to fly over/around people who are not directly part of the UAS operation.
8. UAS shall avoid and yield to all manned aircraft.
9. UAS shall be within the appropriate airspace: (a) Class G airspace. (b) Class B, C, D and E airspace ONLY with the required Air Traffic Control permission (Note: there is no restricted Class B, C, D or E airspace within the Coeur d'Alene reservation).

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10. When possible, operations in close proximity near buildings and other infrastructure (e.g., power lines) should be avoided.
11. Tribal employees piloting/operating Unmanned Aircraft Systems will be FAA-certified as sUAS remote pilots.
12. For all UAS flights where people—who are not part of the flight crew—are present in the immediate vicinity of flight operations, it is required to have at least one official visual observer present to watch for air traffic and people on the ground to help ensure safe flights are conducted in compliance with FAA regulations. Autonomous UAS flights that involve ground control radio systems separate from the UAS flight controller (“Remote Control”), will also require an additional staff member to manage the Ground Control Station (GCS) computer.
13. Remote Pilots must perform a preflight check of the unmanned aircraft to ensure readiness for safe flight. A preflight check of the operating environment (location for UAS operation) is also necessary. All employees participating in an UAS operation need to be familiar with the operational plan as well as emergency protocols.

Emergency Situations

1. If there is ever an emergency (human injury; property damage creating dangerous situation) caused by a mishap in UAS operations, the appropriate emergency personnel (911, police, fire, ambulance) will be immediately contacted. Once the situation is under control, the Lead Entity will be contacted immediately.
2. If there is ever an incident in which UAS operations cause property damage or generate concerns among impacted parties, then the appropriate Departments (including the Lead Entity) will be contacted as soon as possible.
3. The remote pilot in command of any operation, where the UAS results in serious injury, loss of consciousness or property damage \$500 or greater, must report to the FAA within 10 days of the operation. The Lead Entity shall also be informed of the incident and will assist in the reporting process.

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I, (Print your name) _____, verify that I am an employee of the Coeur d'Alene Tribe, have read the **Coeur d'Alene Tribe Policy for Utilization of Unmanned Aircraft Systems** dated **10/9/2019** and agree to its terms.

Signed, _____

Date _____

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