

UNMANNED AERIAL SYSTEMS (UAS) GUIDELINES



Background:

- Unmanned aerial systems, also known as drones, have become increasingly popular as an effective tool for research, building maintenance, safety operations, and recreation.
- The Federal Aviation Administration’s (FAA) new comprehensive regulations went into effect August 29, 2016 for use of small unmanned aerial systems (UAS) or unmanned aerial vehicles (UAV), more popularly known as “drones.”
- The provisions of the new rule – formally known as Part 107 – are designed to minimize risks to other aircraft and people and property on the ground.

University departments employing the use of UAS must adhere to the following guidelines:

- Flight operations must comply with all relevant FAA rules and regulations.
- University departments are responsible for contacting the USC Division of Law Enforcement and Safety to discuss flight operations and logistics no less than one week in advance of use. Contact Steve Birnie @ 777-8400 or birnies@mailbox.sc.edu.
- University departments are responsible for contacting USC Enterprise Risk Management to procure proper insurance coverage and for paying associated premiums. Contact Skip Caughman @ 777-7103 or caughmag@mailbox.sc.edu.

Non-University entities utilizing drones on University property must adhere to the following guidelines:

- Flight operations must comply with all relevant FAA rules and regulations.
- Non-University entities utilizing a UAS for purposes associated with a University facility, event, or activity must adhere to all campus policies, procedures, and guidelines.
- University departments utilizing non-university UAS services are responsible for contacting the USC Division of Law Enforcement and Safety to discuss flight operations and logistics no less than one week in advance of use. Contact Steve Birnie @ 777-8400 or birnies@mailbox.sc.edu.
- University departments are responsible for contacting USC Enterprise Risk Management and providing insurance certificates for all non-University entities utilizing drones on their behalf. Contact Skip Caughman @ 777-7103 or caughmag@mailbox.sc.edu.
- Any non-University entity operating a UAS on University-owned or controlled property shall provide Enterprise Risk Management with certificates of insurance coverage prior to UAS operation. The following minimum limits are required:
 - Aircraft Liability: \$1,000,000

- Medical Payments: \$5,000
- Personal & Advertising Injury: \$1,000,000
- General Liability: \$1,000,000
- Workers' Compensation: in accordance with state statutory limits.
- USC must be named as an additional insured.
- Policy must contain a waiver of subrogation in favor of the University.
- The University may, at its sole discretion, require the non-University entity to obtain additional insurance coverage depending on the specific nature and risks associated with the proposed activity.

University community members (students, faculty, and staff) utilizing drones on University property for personal purposes must adhere to the following guidelines:

- Flight operations must comply with all relevant FAA rules and regulations.
- University community members must adhere to all campus policies, procedures, and guidelines.
- University community members are responsible for contacting the USC Division of Law Enforcement and Safety to discuss flight operations and logistics no less than one week in advance of use. Contact Steve Birnie @ 777-8400 or birnies@mailbox.sc.edu.
- University community members are responsible for contacting USC Enterprise Risk Management and providing insurance certificates. Contact Skip Caughman @ 777-7103 or caughmag@mailbox.sc.edu.
- Any University community member operating a UAS on University-owned or controlled property shall provide Enterprise Risk Management with certificates of insurance coverage prior to UAS operation. The following minimum limits are required:
 - Aircraft Liability: \$1,000,000
 - Medical Payments: \$5,000
 - Personal & Advertising Injury: \$1,000,000
 - General Liability: \$1,000,000
 - Workers' Compensation: in accordance with state statutory limits.
 - USC must be named as an additional insured.
 - Policy must contain a waiver of subrogation in favor of the University.
 - The University may, at its sole discretion, require the non-University entity to obtain additional insurance coverage depending on the specific nature and risks associated with the proposed activity.