

## Unmanned Aircraft Systems (UAS) Required Procedure Checklist UNL User

To submit the UNL Application for Unmanned Aircraft Systems, the following checklist includes the steps in UNL's process, minimum requirements and required UNL signatures.

### **Step #1**

#### **1. Read NU Policy**

#### **2. Minimum UNL Requirements:**

- Pilot Certification as required by the FAA
- FAA Certificate of Authorization (COA), 333 Exemption for Each Flight, Special Airworthiness Certificate (SAC), Authorization from requisite foreign civil aviation authority or Compliance with Part 107 - Small Unmanned Aircraft Systems (See FAA.gov for more info)
- UAS operator must be on site; UAS not remotely operated
- UAS - Less than 55 pounds
- UAS must have Registration and Markings
- Flight(s) clear of people, stadium, and outdoor sporting events
- Visual Flight Rules (VFR) Operations
- Visual line of sight
- Less than 400' vertical flight

#### **3. Complete UNL UAS Application Form and Obtain UNL Preliminary Approvals**

- Project Leader
- Department Head
- Dean/Director
- Office of Research and Economic Development
- UNL Risk Manager
- UNL Police Department
- Vice Chancellor, Business and Finance

### **Step #2**

#### **1. Unless operating the UAS under Part 107-Small Unmanned Aircraft systems, provide FAA 333 Exemption, FAA Certificates of Waiver or Authorization (COA), Special Airworthiness Certificate (SAC), or Authorization from requisite foreign civil aviation authority**

#### **2. Obtain UNL Final Approvals**

- Project Leader
- Department Head
- Dean/Director
- Office of Research and Economic Development
- UNL Risk Manager
- UNL Police Department
- Vice Chancellor, Business and Finance

Questions regarding the process may be directed to:

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