



USE OF UNMANNED AIRCRAFT SYSTEMS (UAS) /DRONES Policy # 58010

Original Effective Date: OCTOBER 1, 2025 **Revised Date:**
Responsible Office: SAFETY & RISK MANAGEMENT
Division: OPERATIONS

I. PURPOSE/OBJECTIVE

This policy governs the operation of Unmanned Aircraft Systems (UAS), commonly referred to as drones, on or above property owned or controlled by Grambling State University (GSU). It ensures:

- a. Compliance with Federal Aviation Administration (FAA) regulations under Title 14 CFR Part 107
- b. Compliance with Louisiana laws, including LA R.S. 14:337 and 14:337.1
- c. Protection of the university community's safety, privacy, and property
- d. Oversight of UAS operations for authorized academic, research, public safety, and institutional purposes

The FAA indicates that any UAS operations related to GSU activity are considered civil operations, which include activities of commercial businesses, private universities, and non-profit organizations. Inherent risks in the operation of such equipment require additional insurance provisions and policy considerations. In addition to FAA regulations, GSU policy may impose additional regulations. Accordingly, GSU has adopted policies and procedures applicable to all UAS operations on or over GSU property. No recreational use of any UAS will be permitted by any visitor, GSU student, and/or employee at any GSU sponsored activity or on any GSU property.

II. APPLICABILITY & LAW

A. FAA Regulations

All UAS operations must comply with current FAA rules and regulations, including:

- a. 14 CFR Part 107 (Small UAS Rule), unless covered under a specific FAA exemption or waiver
- b. UAS registration with the FAA if required by weight or commercial use
- c. Display of FAA registration number on all applicable drones
- d. Remote Pilot Certification for the operator (or direct supervision by a certified pilot for academic training use)

Operators must carry their FAA Remote Pilot Certificate and any FAA-issued waivers or authorizations during all flights.

B. Louisiana Law

All UAS operations must comply with Louisiana Revised Statutes, including:

- a. **LA R.S. 14:337** – Prohibits unauthorized UAS use over critical infrastructure, including educational institutions
- b. **LA R.S. 14:337.1** – Authorizes law enforcement to disable or intercept UAS posing safety or security threats
- c. **LA R.S. 14:63** – Prohibits trespass, including airspace intrusion by UAS
- d. **LA R.S. 14:283** – Prohibits unauthorized surveillance or voyeurism via UAS

Violators may be subject to criminal penalties under state law in addition to university sanctions including but not limited to termination if an employee. This policy is applicable to employees, students, contractors, or individuals where use of university funds from purchases including but not limited to university accounts, grants, or any other GSU affiliated accounts.

III. DEFINITIONS

Term	Definition
Jamming	Deliberate disruption of a drone's control or GPS signals using radio interference, causing loss of connection and potentially forcing the drone to hover, land, or crash.
Hacking	Unauthorized takeover of a drone by intercepting and sending commands through its control or navigation systems, causing it to behave against the pilot's intent.
Physical Capture	Direct physical actions to disable, seize, or destroy a drone, such as using nets, projectiles, or other devices to safely stop its flight.
UAS / Drone	Any unmanned aircraft and its associated elements, including communication links, sensors, and control station
Remote Pilot in Command (Remote PIC)	The person certified under FAA Part 107 who is legally responsible for the safety and conduct of the UAS flight
University Property	Any land, building, or airspace owned or controlled by GSU
Third-Party Operator	Any non-GSU individual or organization operating a UAS on university property or in connection with university activities
Nefarious Drone Activity	Any unauthorized or unlawful UAS operation that violates FAA or Louisiana law or poses a safety/security threat

IV. APPROVAL AND AUTHORIZATION PROCESS

A. University Approval Required

All UAS operations over or from GSU property must be pre-approved. Applicants must submit a UAS Operation Request Form at least 10 business days in advance to the Department of Public Safety. The request must include:

1. Operator's name and FAA Remote Pilot Certificate number
2. UAS make, model, weight, and FAA registration number
3. Purpose, location, and flight schedule
4. Detailed flight plan and map (including altitudes and takeoff/landing zones)
5. Emergency response and safety plan
6. Insurance certificate (see Section VI)
7. For third-party operators: proof of contractual engagement or sponsorship by a GSU department

B. Flight Authorization Letter

If approved, GSU will issue a Flight Authorization Letter, which will include:

1. Time and date limits
2. Flight boundaries and altitude ceilings
3. Launch/recovery zones
4. Designated contact for Public Safety coordination
5. Any special conditions (e.g., no-fly zones, spotters, crowd avoidance, etc.)

V. PILOT REQUIREMENTS

Any individual operating a drone for university-related purposes must meet the following:

1. Hold a valid FAA Remote Pilot Certificate under 14 CFR Part 107
2. Provide evidence of recent flight currency or completion of FAA recurrent training
3. Comply with all FAA airspace authorizations or waivers for the intended flight
4. Maintain line-of-sight control of the aircraft unless an approved waiver allows otherwise
5. Adhere to university-imposed flight limitations and operational boundaries

Exceptions to the above (e.g., for student use in coursework) may be considered if flights are conducted under direct supervision of a certified GSU faculty member who assumes full legal responsibility for the operation.

VI. INSURANCE REQUIREMENTS

A. University Operators

University departments operating UAS must:

1. Coordinate with GSU Risk Management to confirm insurance coverage
2. Ensure use of university-owned drones is included in general liability or specialty insurance programs
3. Use only approved operators and aircraft registered with the university

B. Third-Party Operators

Non-GSU operators must provide:

1. Proof of general liability insurance with minimum limits of \$1 million per occurrence
2. Certificate of Insurance naming Grambling State University as an additional insured
3. Indemnification agreement holding the university harmless for all claims related to drone use

VII. Flight Recordkeeping

All approved UAS operations must be documented and retained by the Remote PIC or sponsoring department:

Requirement	Retention Period	Notes
Pre-flight inspection checklist	12 months	Must be completed before each flight
Flight logs (dates, times, duration, locations)	2 years	Include any deviations or incidents
Incident or accident reports	2 years minimum	Immediate reporting required to GSU Public Safety
FAA authorizations or waivers	Duration of flight and archive for 2 years	

Operators must submit a Post-Flight Summary Report to GSU Safety & Risk Management within 5 business days of completion of any approved UAS activity, noting any anomalies or incidents.

VIII. ENFORCEMENT

Violations of this policy or applicable law may result in:

1. Revocation of flight authorization
2. Confiscation or grounding of equipment (where lawful)
3. Disciplinary action under student or employee conduct policies
4. Referral to law enforcement, especially for suspected violations of LA R.S. 14:337 or related criminal statutes
5. Liability for damages or injuries arising from negligent or unauthorized UAS use

The university reserves the right to halt any UAS flight at any time if deemed unsafe, unlawful, or disruptive.

IX. LAW ENFORCEMENT COORDINATION

In accordance with LA R.S. 14:337.1, GSU may coordinate with law enforcement authorities when drone activity presents a risk to safety, interferes with official duties, or may constitute unlawful surveillance or trespass. Law enforcement has the statutory authority to intercept or disable UAS in certain conditions.

Operators are responsible for ensuring compliance with all laws and assume the risk of legal enforcement actions.

X. EXCEPTIONS

Exemptions from certain provisions of this policy may be granted for:

- Official university emergency or public safety operations
- Academic or research activity conducted under an approved UAS training program
- Other special circumstances, as determined by the Office of the President or their designee, with proper FAA compliance in place

V. ACCREDITATION

GSU is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate, baccalaureate, master's, and doctorate degrees. GSU also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of GSU may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

VI. REVISED/REVIEWED HISTORY