

<i>P.O. 248 Small Unmanned Aircraft Systems (sUAS)</i>			
Effective From:	11-17-2020	Effective To:	Current

*VV. P.O. 248 – Small Unmanned Aircraft Systems (sUAS)*

1. POLICY

- i) This policy is intended to provide personnel who are assigned responsibilities associated with the deployment and use of small Unmanned Aerial Systems (sUAS) with instructions on when and how this technology and the information it provides may be used for law enforcement and public safety purposes in accordance with law.

2. GENERAL

i) Definitions

- a) Unmanned Aircraft (UA) - Any aircraft operated without the possibility of direct human intervention from within or on the aircraft.
- b) Small Unmanned Aircraft (sUA) - A UA weighing less than 55 pounds, including everything that is onboard or otherwise attached to the aircraft, and can be flown without the possibility of direct human intervention from within or on the aircraft.
- c) Small Unmanned Aircraft System (sUAS) - A small UA and its associated elements (including communication links and the components that control the small UA) that are required for the safe and efficient operation of the small UA in the National Air Space.
- d) Control Station (CS) - An interface used by the Pilot in Command or the person manipulating the controls to direct the flight path of the sUAS.
- e) Program Coordinator – Employee of the Department of Public Safety, under direction of the LA-SAFE Deputy Director, to oversee the training and certification of all Pilots in Command (PICs) and to serve as an adviser to all sections utilizing sUAS equipment.
- f) Pilot in Command (PIC) - A person who holds a remote pilot certificate with a sUAS rating and has the final authority and responsibility for the operation and safety of a sUAS operation conducted under Federal Aviation Administration (FAA) Regulations, Part 107.
- g) Person Manipulating the Controls - A person other than the PIC who is controlling the flight of a sUAS under the supervision of the PIC.
- h) Visual Observer (VO) - A person acting as an air crew member who assists the small UA PIC and the person manipulating the controls to see and avoid other air traffic or objects aloft or on the ground.
- i) Digital Media Evidence (DME) - Digital recordings of images, sounds, and associated data captured by the sUAS.

3. PILOT QUALIFICATIONS

- i) Be an employee or contracted employee of the Louisiana Department of Public Safety.
- ii) Possess a current FAA remote pilot certificate with a sUAS rating.
- iii) Prior to becoming a PIC, log a minimum of eight (8) hours of training, to include classroom instruction and flight time in an approved sUAS as a Person Manipulating the Controls. The Program Coordinator, under direction of the LA-SAFE Deputy Director, will be the final authority on PIC certification and training standards.
- iv) Must adhere to the current requirements per FAA regulations, Part 107.
- v) PICs shall complete a bi-annual renewal of their FAA remote pilot certificate with sUAS rating.

4. AIRCREW MEMBERS
  - i) All aircrew members, including the PIC, Persons Manipulating the Controls, and Visual Observer (if utilized), must be briefed and fit for duty in accordance with FAA Regulations, Part 107.
5. USE OF LOUISIANA STATE POLICE sUAS
  - i) Flight Authorization
    - a) Each section's Officer in Charge (OIC), or Incident Commander, shall be responsible for authorizing a sUAS flight.
    - b) Louisiana State Police sUASs will be operated in accordance with applicable FAA Regulations Part 107, and in accordance with the Certificate of Authorization. Small UASs will be operated in accordance with the operators' manual.
    - c) Any aircrew member has the authority to terminate/cancel a flight at any time due to concerns of safety/situational related issues (weather, crowds, etc.)
6. USE OF NON-DEPARTMENTAL sUAS
  - i) Non-departmental / privately owned sUASs should only be used as a last resort when a departmental sUAS is not available and the task cannot be delayed until one is available. Use of a non-departmental sUAS requires the permission of the Section / Troop commander or designee.
7. PROCEDURES
  - i) All operations will be conducted pursuant to FAA Regulations, Part 107.
8. COORDINATION OF MANNED AIRCRAFT AND sUAS OPERATIONS
  - i) Some operations may require the use of both manned aircraft and a sUAS. The Louisiana State Police Air Support Unit (ASU), or any other manned aircraft, shall have priority over airspace and the authority to suspend sUAS operations.
  - ii) Coordination and communication is paramount for safety between sUAS aircrew members and any manned aircraft in the same area. Communications shall first be established with the pilot of the manned aircraft before sUAS flights commence.
    - a) Once communications are established, pertinent information shall be made by sUAS aircrew members to the manned aircraft, including the location of operations, altitude, and direction of travel.
    - b) Small UAS aircrew members should not deviate from any predetermined flight plans, unless intended changes have been communicated to the manned aircraft.
    - c) If communications cease and are unable to be re-established, or if there is any risk to either the manned aircraft or sUAS, the sUAS should be grounded immediately.
9. APPLICATION
  - i) Small UAS systems will be used to provide aerial observation capabilities and digital imagery in support of public safety, emergency response, law enforcement, situational assessment, and training operations, as deemed necessary.
  - ii) Small UAS systems shall not be used:
    - a) To intentionally record an area where an individual has a reasonable expectation of privacy, absent a warrant.
    - b) At night, without a waiver from the FAA.
    - c) To conduct personal business of any type. Authorized personnel shall only deploy a sUAS for public safety purposes.

## 10. ACCOUNTABILITY

- i) All sUAS flights shall be documented on each PIC's "sUAS Flight Log", ([DPSSP 6751](#)), and shall include the following information:
  - a) Date and Time
  - b) Duration of Flight
  - c) Name of OIC or Incident Commander that approved flight
  - d) Name of PIC
  - e) Location
  - f) Purpose of Flight
  - g) Aircraft type and ID
  - h) Names of other aircrew members and their respective roles
- ii) Upon sUAS deployment, Troops / Sections shall submit a monthly copy of their respective sUAS Flight Logs (DPSSP 6751) to the Program Coordinator, who will serve as the departmental custodian of such records.

## 11. STORAGE OF THE sUAS

- i) Storage of each sUAS will be in accordance with the manufacturer's recommendation to the extent practical, given the resources available at each Section / Troop.
- ii) The Section / Troop Executive Officer will provide specific storage instructions to pilots and aircrew members who utilize a sUAS assigned to his section.

## 12. DME STORAGE AND RETENTION

- i) DME captured and submitted incidental to a case report shall be stored in accordance with the Departmental Record Retention Schedule.
- ii) Troop / Section evidence custodians shall store DME and coordinate with their respective District Attorney's Office to distribute DME, when necessary.

## 13. CONFORMITY

- i) Small UAS operations will conform to all applicable federal, state, and local regulations with regard to privacy, civil rights, and civil liberties.
- ii) It shall be the responsibility of the Program Coordinator, under direction of the LA-SAFE Deputy Director, to remain abreast of changes to laws and / or regulations regarding the use of sUAS and ensure compliance within the program.