

sUAS Flight Management Checklists

(To be completed by the operator and maintained as a record of the operation for TBD time.)

Planning CHECKLIST

Outside	Inside		Resources and notes
<input type="checkbox"/>	<input type="checkbox"/>	Familiarize self with Princeton Safety and Operational Standards and applicable FAA operational conditions.	(in future training information to be developed. requirements will be determined based upon the nature of flight and operator)
<input type="checkbox"/>		Register sUAS with FAA.	https://registermyuas.faa.gov/
<input type="checkbox"/>		Mark aircraft with registration number.	
<input type="checkbox"/>	<input type="checkbox"/>	Request and receive approval to use sUAS on campus.	drones@princeton.edu
<input type="checkbox"/>	<input type="checkbox"/>	Complete signed contract pertaining to sUAS operation with Invitees. Submit copy of finalized agreement.	drones@princeton.edu

Pre-Flight CHECKLIST

Outside	Inside		Resources and notes
<input type="checkbox"/>		Obtain weather and visibility conditions report within the hour prior to the flight.	Trenton regional conditions available at 609-538-8690
<input type="checkbox"/>		Record visibility information in the space to the right. Verify minimum visibility of 3 miles.	
<input type="checkbox"/>		Confirm that no Temporary Flight Restrictions (TFRs) have been issued for your location.	http://www.faa.gov/uas/where_to_fly/airspace_restrictions/ http://tfr.faa.gov/tfr2/list.html
<input type="checkbox"/>	<input type="checkbox"/>	Inform all non-participating people in the immediate flight field that it is reserved for sUAS operations and that they must stay clear of the area. (Do not fly if people remain in the way.)	
<input type="checkbox"/>	<input type="checkbox"/>	Display signage at indoor entry points "No Entry – Unmanned Aircraft Operations". Wear safety vest to enhance visibility of the operation outdoors..	
<input type="checkbox"/>	<input type="checkbox"/>	Verify that the communication/control link is functioning prior to commencing the flight plan.	
<input type="checkbox"/>		Notify if the flight plan is cancelled or substantively modified.	drones@princeton.edu

Emergency management

Outside	Inside		Resources and notes
<input type="checkbox"/>	<input type="checkbox"/>	In the event of an accident that requires immediate assistance or other emergencies, call the Department of Public Safety.	609-258-3333
<input type="checkbox"/>	<input type="checkbox"/>	Report any crash, injury or property damage incident to Environmental Health and Safety immediately.	ehs@princeton.edu