



DOI Class G sUAS Notification Procedures

DOI and FAA have jointly agreed to streamlined procedures for approval of small UAS (sUAS) in class G airspace at or below 1200' Above Ground Level (AGL) ([see FAA/DOI MOA](#)). The streamlined procedures contained in the FAA/DOI MOA only apply to missions involving wildlife surveys, scientific applications, and search and rescue. All other UAS missions must comply with the normal FAA managed Certificate of Authorization (COA) process. In addition to the information required in the Class G Notification section of the COA online system, DOI operators will need to provide additional information prior to conducting flight operations.

The notification process is simple, and designed for quick online completion. Operators shall complete the notification online and file the Notice to Airmen (NOTAM) at least 24, but not more than 72 hours in advance of the intended operation. Exceptions to this time frame shall only be made in emergency situations.

The class G notification process is comprised of two sections, proponent information and operational information. For DOI class G notifications, DOI is the sponsor and Brad Koeckeritz (DOI National UAS Specialist) will be the POC. The unit point of contact will be an individual within the controlling bureau who has been granted access to the [COA online site](#). COA accounts will only be established for persons/agencies with UAS programs jointly approved at the SES level by the DOI Office of Aviation Services (OAS) and the respective Bureau. Bureau points of contact will not submit notifications for UAS programs that have not been approved by the appropriate Bureau Senior Executive and OAS.

Operation of sUAS under the FAA/DOI MOA requires written certification from DOI to the FAA, by the OAS Director, certifying the airworthiness of the aircraft (to include spectrum authorization and interference de-confliction, airframe structural integrity, control assurance, safety, operating training standards, etc.). Only carded DOI aircraft may be used under these notification procedures.

Dates of operations should only be completed for the actual flying days in the COA online system. Projects that occur periodically in the same location on multiple occasions should be entered as separate notifications. Upon completion of the UAS flight operations, operators must submit their OAS-2U use reports to OAS within 5 business days of the last day of operation. OAS is developing an online method of receiving these reports. In the meantime, paper copies can be forwarded to sheryl_lambert@ios.doi.gov.

The following checklist shall be completed prior to the operation and uploaded in the operational information section of the class notification. In addition to the Class G notification checklist, a detailed map(s) of the intended area(s) of operation should be uploaded as part of the notification. At a minimum there must be two qualified and current DOI UAS Pilots on site to conduct a mission. In

addition, all aspects of project planning as required in [352 DM 1.9](#) must be completed prior to flight operations.

Map of Operations Area : (1)

Within the COA online site you can click on the paperclip to upload the documents on the [COA online site](#).

DOI Class G Notification Checklist

This checklist must be completed and uploaded to the [COA online](#) website prior to flight operations.

Operational Description (purpose of UAS mission):

UAS System Number(s)	Card Expiration Date

- All Operators have a current DOI OAS-30U operator card and are current per OPM-11
- Bureau/OAS agreement in place authorizing UAS Project
- [Project Aviation Safety Plan](#) completed and signed at the appropriate level (date relevant to the operation)
- [Aviation Mishap Response Plan](#) completed and available for use if needed.
- Frequency spectrum authorization obtained?
- Landowner(s) notified of the nature of the mission and overflight (local, state, federal and/or private)
- NOTAM filed and will remain in place throughout the operation
- VHF aircraft handheld radio obtained and available for use by pilot/operator
- Map of area created and posted to COA online site
- VFR sectional chart current and on site during operation (FAA Approved digital charts are acceptable)
- Project site is outside of any Mode C veil
- Project site is in compliance with requirements of DOI/FAA MOA.

- All operations will be below 1200' AGL
- Aircraft equipped per [14 CFR 31.209](#) if flying at night
- If flying at night, PIC has been trained in night operations.
- Submitter verifies all items have been completed as of Date: _____