



FAA
Office of Airports
Emerging Entrants Division, AAS-200

Best Practices for the Submission of On-Airport UAS Detection and Mitigation System(s) into OE/AAA

This handout aims to provide airport stakeholders and non-FAA government employees and contractors with best practices for safeguarding the information and data submitted with UAS Detection and/or Mitigation system proposals into the OE/AAA system.

Prior Coordination

Before submitting an aeronautical study into the OE/AAA system, please coordinate the proposal with the local Airports District Office (ADO) or Airports Regional Office (RO) so that additional technical assistance can be provided for these projects.

Case Details

Complete the case details page as you would for any other study submission, except the following items should adhere to the following:

- **Description/Remarks Text Box** – identify if the proposal is a UAS Detection System or UAS Mitigation System.
 - If the system is a UAS Detection System, include the number of antennas, height information, general location, and whether the system is passive or active (transmits).
 - If the system is a UAS Mitigation System, only include the following text: UAS Mitigation System.
- **Case Information:**
 - For the Component Type, select OTHER
 - For the Development Type, select OTHER – Improvements
 - Select the system type (there will be three choices)
 - Do not submit frequency data into the Proposed Frequency Bands unless directed by the RO/ADO. This information should be contained in the secured documentation file uploaded to the study(s).

Supporting Documentation

Sufficient documentation, such as system description, concept of operations or UAS Response Plan, frequencies to be used, renderings of the equipment, antenna, and/or photos of the proposed location, etc., should be included with the case so that the appropriate FAA offices can conduct their review. Ensure the backup material does not contain information about detection or mitigation equipment at other airports.

- Use a cover sheet identifying to the reviewer that the information submitted is sensitive/confidential, or mark each page of your document per your organization's security/confidentiality requirements.
- Combine supporting documentation into a single file.
- Password-protect the file. Passwords should contain at least eight characters, have at least one uppercase and one lowercase letter, contain at least one number, one special character, and not be a word in the dictionary.
- Transmit the password without identifying information in a separate email to the responsible FAA staffer in the RO/ADO who will process the aeronautical study(s).

Study Submission

Once the above information is compiled within the system and submitted, FAA staff at the local Airports District Office (ADO) or Airports Regional Office (RO) will process the study(s) and coordinate with AAS-200 in FAA HQ before a final determination can be issued.

Review time is expected to take a minimum of 90 days to complete due to the additional lines of business (LOB) reviews required for these systems. Please plan accordingly.