



**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

**ORDER  
JO 7200.23D**

Air Traffic Organization Policy

Effective date:  
04/06/2023

**SUBJ:** Processing of Unmanned Aircraft Systems Requests

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This order provides information and guidance for Headquarters, Service Centers, and Air Traffic Managers on processing of Section 44809, 14 CFR Part 107, Small Unmanned Aircraft Systems (sUAS) and 14 CFR Part 91, request for operations of UAS.

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## Chapter 1. General Information

**1-1. Purpose of This Order.** This order provides guidance for Headquarters, Service Centers, and Air Traffic Managers on air traffic policies and prescribes procedures for the planning, coordination, and services involving the processing of applications for the operation of Unmanned Aircraft Systems (UAS) within the territorial airspace of the United States. Unless otherwise indicated in this order, all applications are processed at the Service Centers. However, in the case of certain high-priority applications, Headquarters may choose to process the application.

**1-2. Audience.** Air Traffic Services and all associated air traffic control facilities, Mission Support Services, Safety and Technical Training, System Operations Services, and Flight Standards Service.

**1-3. Where to Find This Order.** This order is available on the MyFAA employee website at [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/) and on the FAA website at [http://www.faa.gov/regulations\\_policies/orders\\_notices/](http://www.faa.gov/regulations_policies/orders_notices/).

**1-4. What This Order Cancels.** This order cancels FAA Order JO 7200.23C, Processing of Unmanned Aircraft Systems Requests, dated September 6, 2021.

**1-5. Explanation of Policy Changes.** Changes include updating policy and processes under Part 107, Section 44809 and Part 91 for UAS night operations, operations over people, requests for UAS operations by foreign governments as well as various administrative changes.

**a.** Paragraph 1-1 and 1-6 amends wording for where the FAA has authority to authorize UAS operations as well as removes references that are no longer valid.

**b.** Paragraph 2-2 and 3-1 clarified that UAS requests in airspace managed by Department of Defense must be coordinated through the appropriate Military Representative (MILREP) at the Service Center.

**c.** Paragraph 3-1 b. added language for Service Center processors to select on-airport operations within DroneZone to allow for tracking and data collection. Succeeding reorganized.

**d.** Paragraph 3-2 was updated to comply with CFR 14 Part 107.29 night operations.

**e.** Paragraph 3-3 Other Operational Waivers is deleted, succeeding renumbered.

**f.** Paragraph 4-1 adds process for authorizations that incorporate an operational waiver.

**g.** Paragraph 4-3 clarifies requirements for operations near aircraft, right of way rules if the operating area is within Class B, C, D, or within the lateral boundaries of the surface area of Class E airspace designated for an airport.

**h.** Paragraph 5-3 First Responder Tactical Beyond Visual Line of Sight (TBVLOS) describes process for accommodating requests for TBVLOS waivers.

- i. Paragraph 5-4 Waiver Renewal added to clarify waiver renewal process.
- j. Paragraph 5-6 Processing Part 91 UAS Operations Requests Using UAS Facility Maps added.
- k. Paragraph 6-1.b(iv) deleted, succeeding reorganized.
- l. Paragraph 6-1 c. added, succeeding reorganized. Change aligns Notice to Air Mission and visual observer requirements under 14 CFR Part 91 with safety risk management panel findings.
- m. Chapter 7 is added to describe process for UAS requests by foreign governments as well as requirements to utilize [9-AWA-UAS-StateOpsRequest@faa.gov](mailto:9-AWA-UAS-StateOpsRequest@faa.gov) for related email correspondence.
- n. Paragraph 2-6 b(2) and (3), 3-6 (new 3-5) b(2) and (3), 5-5 b(2) and (3) and 6-2 b(2) and (3) are deleted to comply with JO 7200.23C, Processing of Unmanned Aircraft Systems- On Airport UAS Operations, Revised Policy dated June 14, 2022.
- o. Paragraph 2-6, 3-6 (new 3-5), 5-5 and 6-2 new note for required statement to add to Special Provision section of all Certificate of Waiver or Authorizations (COAs) and Airspace Authorizations (AA) issued for on-airport unmanned aircraft system (UAS) operations, in accordance with JO 7200.23C, Processing of Unmanned Aircraft Systems- On Airport UAS Operations, Revised Policy dated June 14, 2022.
- p. Paragraph 2-4 c., 3-3 b., and 4-4 edited to “must” for authorization expiration dates.
- q. Appendix C is added for processing of 14 CFR Part 91 Certificates of Waiver or Authorization (COA).

**1-6. Policy.** This order establishes air traffic policy for the processing of authorization and waiver requests for UAS operations. The FAA has the authority to authorize UAS operations only within the territorial airspace of the United States (the airspace above the contiguous United States, Alaska, Hawaii, U.S. territories and U.S. territorial waters). These policies do not apply in international airspace in which the FAA has accepted responsibility for providing air traffic services under the relevant regional air navigation agreement. UAS operations within Restricted or Warning Areas do not require approval from the FAA. Operations of UAS within Prohibited Areas require approval through FAA Systems Operation Security Office. Additionally, an unmanned aircraft system that is operated underground for mining purposes must not be subject to regulation or enforcement by the FAA under Title 49, United States Code, Section 355.

Proponents requesting use of a UAS outside of restricted and warning areas must obtain appropriate approvals from the FAA prior to operations being conducted.

**1-7. Military Operations Interface Offices.** These POCs are provided for informational purposes. Direct coordination may need to occur with Military Representatives (MILREPS) at the Service Center level. The information for Service Center level MILREPS can be obtained by contacting the POCs below.

### Military Operations Interface Offices

<b>Branch</b>	<b>Address</b>
U.S. Navy /U.S. Marine Corps	Department of the Navy Chief of Naval Operations N980A  2000 Navy Pentagon  Washington, DC 20350-2000
U.S. Air Force	HQ USAF/A3OJ  1480 US Air Force Pentagon Room 4D755  Washington, DC 20330-1480
U.S. Army	Headquarters USAASA  9325 Gunston Road, Suite N319 Fort Belvoir, VA 22060-5582
U.S. Coast Guard	Headquarters COMDT (CG-711)  Office of Aviation Forces  2702 Martin Luther King Jr. Ave, SE STOP 7331  Washington, DC 20593-7331

## Chapter 2. Processing of Section 44809 Authorization Requests

**2-1. Request does comply with UAS Facility Map Altitudes.** Requests for operations under Section 44809 within Class B, Class C, or Class D airspace, or within the lateral boundaries of the surface area of Class E airspace designated for an airport submitted through DroneZone.

- a. The processor selects the application from the queue within DroneZone.
- b. If the request complies with the UAS Facility Map (UASFM), the processor will prepare an airspace authorization (AA) for the request in accordance with Appendix A.
- c. Once completed and signed, the processor will distribute via DroneZone.

**NOTE–**

*Processing of letters of agreement for fixed sites is covered in FAA Order JO 7210.3, Chapter 4, Section 3.*

### **2-2. A Request does not comply with the UAS Facility Map Altitudes.**

- a. When the requested area is not in a 0 ft. grid square, the processor will:
  - (1) Issue AA for the maximum altitude in the requested square (e.g., request is for 300 ft. but UASFM altitude is 200 ft., issue an AA for 200 ft.);
  - (2) Change the altitude parameters within the request to match the altitude that the AA is being issued for.
  - (3) Annotate in the comment section “AA issued at 200 ft., which is the maximum altitude allowed by the UASFM for the area requested.”
  - (4) If a separate email is sent to the proponent with a copy of the AA including an explanation as to why the AA was issued for the lower altitude, attach a pdf copy of the email to the DroneZone control.
- b. When requested area is in a 0 ft. grid square, issue a denial letter with the statement “Operations at altitudes above the UAS Facility Map (UASFM) are currently not authorized under Section 44809, Exception for Limited Recreational Operations of Unmanned Aircraft.”
- c. All requests for operations within airspace managed by Department of Defense must be coordinated through the appropriate Military Representative (MILREP) or designee at the Service Center.

### **2-3. Night Operations.**

All authorizations will include the statement, “This Authorization and the Special Provisions shall be in effect between civil sunrise and civil sunset local time unless operating in accordance with AC 91-57 while operating at night.”



#### **2-4. Length of Authorization.**

**a.** A request for operations in airspace managed by a Low Altitude Authorization and Notification Capability (LAANC) enabled facility should be issued an authorization permitting the operation for a single day only. If multiple days are requested, the AA should be issued for the first day of the proposed operation or as otherwise coordinated by the Service Center, but not longer than a single day.

**b.** To help inform proponents, when issuing an AA that requested multiple days add the statement, “This facility is LAANC-enabled. For future authorization requests in this vicinity, consider using LAANC for near-real-time approvals. More information can be found at [https://www.faa.gov/uas/programs\\_partnerships/data\\_exchange/](https://www.faa.gov/uas/programs_partnerships/data_exchange/).”

**c.** Any AA for operations in airspace managed by a facility that is not LAANC-enabled must contain an expiration date of no later than twenty-four (24) months from the date of issuance.

#### **2-5. Area Covered by Authorizations.**

**a.** LAANC-Enabled Facilities.

(1) An authorization should only be issued for the area specified in the request using the Section 44809 AA Specific Area Template. (Appendix A)

(2) A wide-area authorization request (e.g., all of Class D) will be issued a denial letter stating, “Wide area authorizations will not be issued for airspace managed by a LAANC-enabled facility. All requests must specify a Latitude, Longitude, and radius.”

**b.** Non-LAANC-Enabled Facilities.

(1) A request for operations in airspace managed by a facility that is not LAANC-enabled can be issued either a specific area or a wide area authorization based on the request.

(2) Use the appropriate template based on the type of operation requested.

#### **2-6. On-Airport Operations.**

**a.** Requests for on-airport operations involving a fixed site request must be submitted to [9-AJT-UAS-Integration@faa.gov](mailto:9-AJT-UAS-Integration@faa.gov).

**NOTE–**

*This includes LAANC-enabled facilities since further coordination cannot be accomplished via LAANC.*

**b.** All requests for on-airport operations must be coordinated by the appropriate Service Center (SC) using the following:

(1) Verify the airport authority has approved the operation. At towered airports, coordination with the local airport authority must be performed in collaboration with the ATM.

(2) Contact the ATM and begin the airspace analysis for possible impacts to air traffic operations (may be performed in conjunction with para 6.b.[1]).

c. The ATM must follow FAA Order 1000.37, ATO Safety Management System and the ATO Safety Management System Manual, when conducting safety risk management.

d. If required, a safety risk management panel must be convened to determine the potential hazards of the operations and required mitigations.

e. All required air traffic limitations and mitigations must be listed and mutually agreed upon by Letter of Agreement in accordance with FAA Order JO 7210.3, Chapter 4.

f. When operations are unable to be approved, the Service Center will ensure the reason for the denial is included in the response.

**NOTE-**

*Add the following statement to the Special Provision section of all Certificate of Waiver or Authorizations (COAs) and Airspace Authorizations (AA) issued for on-airport unmanned aircraft system (UAS) operations: "The operator must be aware of systems in the airport environment that produce high intensity radiated fields (HIRF) and ensure that the unmanned aircraft (UA) is capable of operating within the HIRF level produced by those systems. Further, the operator must actively monitor the control link for any degradation or radiofrequency interference. When there is an indication that HIRF levels for the UA may be exceeded or that radiofrequency interference exists or may develop, the operator must immediately terminate the operation, report the event, and cease conducting operations at that location until the issues can be mitigated."*

### Chapter 3. Processing of 14 CFR Part 107.41 Airspace Authorization Request

**3-1. Proponent submits request through DroneZone.** Request for operations under 14 CFR Part 107.41 within Class B, Class C, or Class D airspace or within the lateral boundaries of the surface area of Class E airspace designated for an airport.

- a. The processor selects the application from the queue within DroneZone.
- b. Service Center processors should select on-airport operations within DroneZone during airspace authorization processing, if applicable.
- c. If the request complies with the UASFM altitudes for the impacted ATC facility, the processor will prepare an AA for the request.
- d. Once the AA is completed and signed, the processor will distribute it via DroneZone.
  - (1) If the AA is for a LAANC-enabled facility and does not incorporate a 14 CFR Part 107 operational waiver, add an additional provision to the Contact Information section of the Special Provisions that states, "This facility is LAANC-enabled. For future authorization requests in this vicinity, consider using LAANC for near-real time approvals. More information can be found at [https://www.faa.gov/uas/programs\\_partnerships/data\\_exchange/](https://www.faa.gov/uas/programs_partnerships/data_exchange/)."
  - (2) The statement in the above paragraph should not be included if the operation is at a non-LAANC-enabled facility or if the authorization incorporates a 14 CFR Part 107 operational waiver.
- e. If the request does not comply with the UASFM altitude, the processor will coordinate the request with the impacted ATC facility.
  - (1) If the ATC facility approves the requested altitude, the processor will issue an AA for the requested altitude and include any additional provisions provided by the ATC facility.
  - (2) If the ATC facility does not approve the requested altitude and the operation is not in a 0 ft. grid square, the processor will:
    - (a) Issue an AA for the maximum altitude in the requested square (e.g., request is for 300 ft. but UASFM altitude is 200 ft., issue an AA for 200 ft.);
    - (b) Change the altitude parameters within the request to match the altitude for which the AA is being issued;
    - (c) Annotate in the comment section "AA issued at (insert altitude)" which is the maximum altitude allowed by the UASFM for the area requested;
    - (d) If a separate email is sent to the proponent with a copy of the AA, include an explanation as to why the AA was issued for the lower altitude and attach a pdf copy of the email in the DroneZone control.

f. If the requested operation is in a 0 ft. grid square and the ATC facility does not approve the operation, the processor will issue a denial letter.

g. All request for operations within airspace managed by Department of Defense must be coordinated through the appropriate MILREP or designee at the Service Center.

**3-2. Night Operations.** By default, all draft authorizations downloaded in DroneZone include the statement, “This authorization and the Special Provisions shall be in effect between civil sunrise and civil sunset local time, except when complying with the operating requirements in 14 CFR 107.29(a) while operating at night.”

### **3-3. Length of Authorization.**

#### **a. LAANC-Enabled Facilities.**

##### (1) Request in compliance with UASFM altitudes:

(a) Request for operations in compliance with the UASFM altitudes in airspace managed by a LAANC-enabled facility will be issued an AA for a single day, unless the request meets the criteria listed in 3-3a(1)(c). When the request is for multiple days and does not meet 3-3a(1)(c), the AA should be issued for the first day of the proposed operation or as otherwise coordinated by the Service Center, but not longer than a single day.

(b) In order to help inform proponents, when issuing a single day AA that requested multiple days, add the statement, “This facility is LAANC-enabled. For future airspace authorization requests in this vicinity, consider using LAANC for near-real time approvals. More information can be found at: [https://www.faa.gov/uas/programs\\_partnerships/data\\_exchange/](https://www.faa.gov/uas/programs_partnerships/data_exchange/).”

(c) Operations in compliance with the UASFM altitudes in airspace managed by a LAANC-enabled facility may be issued an authorization for multiple days, but only when the proponent provides a valid reason for the request (e.g., a multipleday construction project) that involves a planned event with set time frames. The following parameters must be followed when considering such requests:

i. Non-first responder UAS operations must be in support of a pre-defined project with a specified operations area (non-wide area) with a predetermined start and end date. This would prevent non-specific operators (e.g. photo mission in the entire Class D airspace) while supporting specific location projects or operations.

ii. No facility coordination is necessary for requests that comply with the UASFM altitudes.

##### (2) Request not in compliance with UASFM altitudes.

(a) Operations not in compliance with the UASFM altitudes in airspace managed by a LAANC-enabled facility may be issued an AA for multiple days, but only with the specific approval from the facility’s ATM. The proponent must provide a valid reason for the request

(e.g., a multiple day construction project) and involve a planned event with set timeframes. The following parameters must be followed when considering such requests:

(b) Non-first responder UAS operations must be in support of a pre-defined project with a specified operations area (non-wide area) with a predetermined start and end date. This would prevent non-specific operators (ex. photo mission in the entire Class D airspace) while supporting specific location projects or operations.

(c) The multi-day approvals must provide benefit (workload decrease or paperwork reduction, etc.) and be agreed to and/or requested by the Air Traffic Control Facility(ATCF). If not benefit exist, then the application is not eligible for a multi-day AA.

(d) If the ATCF is unable to approve a request for multiple days but can approve a single day then the AA should be issued for the first day of the proposed operation or as otherwise coordinated by the Service Center, but not longer than a single day.

(3) All airspace authorizations involving multiple day approvals must be vetted by Service Center team manager or delegate for visibility and to ensure compliance with the intent of this policy.

(4) First responders should be granted relief from the single-day policy requirements.

**NOTE–**

*This does not affect airspace authorizations that incorporate a Part 107 operational waiver. Due to limitation in LAANC, they are processed manually through DroneZone and may be issued for up to twenty-four (24) months from date of issue or the earliest expiration date of any operation waiver associated with the authorization.*

Non-LAANC-Enabled Facility. Any AA issued for operations in airspace managed by a facility that is not LAANC-enabled must contain an expiration date of no later than twenty-four (24) months from the date of issue.

### **3-4. Area Covered by Authorizations.**

#### **a. LAANC-Enabled Facilities.**

(1) An authorization should only be issued for the area specified in the request using the 14 CFR Part 107 AA Specific Area Template, (Appendix B).

(2) A wide area authorization request (e.g., all of Class D) will be issued a denial letter unless it incorporates an operational waiver. The denial letter should state, “Wide area authorizations will not be issued for airspace managed by a LAANC-enabled facility. All requests must specify a latitude, longitude, and radius.”

#### **b. Non-LAANC-Enabled Facilities.**

(1) A request for operations in airspace managed by a non-LAANC-enabled facility can issue either a specific area or a wide area authorization based on the authorization request.

(2) Use appropriate template based on the type of operation approved. (Appendix B).

**3-5. On-Airport Operations.**

**a.** Submit all airspace authorization requests for on-airport operations through DroneZone, even for LAANC-enabled facilities.

**b.** All requests for on-airport operations must be coordinated by the appropriate Service Center (SC) using the following:

(1) Verify that the airport authority has approved the operation. At towered airports, coordination with the local airport authority must be performed in collaboration with the ATM.

(2) Contact the ATM and begin the airspace analysis for possible impacts on air traffic operations (may be performed in conjunction with 5.b.[1]).

**c.** The ATM must follow FAA Order JO 1000.37, ATO Safety Management System, and the ATO Safety Management System Manual when conducting safety risk management.

**d.** If required, a safety risk management panel must be convened to determine the potential hazards of the operations and required mitigations.

**e.** When operations are unable to be approved, the Service Center must include the reason for the denial in the response.

**NOTE-**

**Add the following statement to the Special Provision section of all Certificate of Waiver or Authorizations (COAs) and Airspace Authorizations (AA) issued for on-airport unmanned aircraft system (UAS) operations:** “The operator must be aware of systems in the airport environment that produce high intensity radiated fields (HIRF) and ensure that the unmanned aircraft (UA) is capable of operating within the HIRF level produced by those systems. Further, the operator must actively monitor the control link for any degradation or radiofrequency interference. When there is an indication that HIRF levels for the UA may be exceeded or that radiofrequency interference exists or may develop, the operator must immediately terminate the operation, report the event, and cease conducting operations at that location until the issues can be mitigated.”

## Chapter 4. Processing of 14 CFR Part 107 Waiver Requests

### 4-1. Operational Waivers.

**a.** Airspace Authorization requests may incorporate 14 CFR Part 107 operational waivers. If an authorization incorporates an operational waiver, the processor will:

(1) Include the statement: “Operations authorized at the altitude stated in this airspace authorization and in accordance with Special Provisions established in operational waiver 107W-20XX- XXXXX.”;

(2) Include any additional provisions added by the ATC facility in the Special Provisions section, if coordination is required by Paragraph 3-3b;

(3) If requested by the ATM, provide a copy of the approved incorporated waiver with the AA.

**b.** ATC facility coordination is required prior to issuing an AA that incorporates any of the following 14 CFR Part 107 operational waivers:

(1) 14 CFR Part 107.37(a), Yielding the right of way;

(2) 14 CFR Part 107.51(b), Operating limitations for small unmanned aircraft – Altitude.

**c.** ATC facility coordination for requests in accordance with UASFM is not required prior to issuing an AA that incorporates any of the following 14 CFR Part 107 operational waivers:

(1) 14 CFR Part 107.25, Operation from a moving vehicle or aircraft;

(2) 14 CFR Part 107.29, Daylight operation;

(3) 14 CFR Part 107.31, Visual line of sight aircraft operation;

(4) 14 CFR Part 107.33, Visual observer;

(5) 14 CFR Part 107.35, Operation of multiple small unmanned aircraft;

(6) 14 CFR Part 107.39, Operations over human beings;

(7) 14 CFR Part 107.51(a), Operational limitations for small unmanned aircraft – Groundspeed;

(8) 14 CFR Part 107.51(c), Operational limitations for small unmanned aircraft – Flight Visibility;

(9) 14 CFR Part 107.51(d), Operating limitations for small unmanned aircraft – Distance from clouds.

d. An AA should never incorporate a 14 CFR Part 107.41, Operation in certain airspace waiver.

#### **4-2. 14 CFR Part 107.51(b), Operating Limitations for Small Unmanned Aircraft: Altitude**

a. Proponent submits a request through DroneZone for operations under 14 CFR Part 107.51(b), Operating limitations for small unmanned aircraft - Altitude.

b. Flight Standards Service (AFS-800) determines if the proposed operation has an acceptable level of residual groundrisk and has proposed air risk mitigations which may lead to an acceptable level of residual air risk after an airspace analysis has been performed.

c. If AFS-800 determines the application does not meet the guidelines above in 4.1.b, AFS-800 will send the proponent a disapproval letter.

d. If AFS-800 recommends approval for the application, it will forward the application to headquarters or the appropriate service center.

e. Processors will select the application and perform an airspace analysis.

f. If the requested operating area is in uncontrolled airspace, the waiver can be approved without any further coordination.

g. If the requested operating area is in Class E airspace, the processor must coordinate with the appropriate TRACON or ARTCC and include in the coordination any additional provisions required by the controlling ATC facility.

h. If the operating area is within Class B, C, D, or within the lateral boundaries of the surface area of Class E airspace designated for an airport, the application must be in conjunction with a 14 CFR Part 107.41 AA.

(1) Include the 14 CFR Part 107.41 waiver identification number in the Special Provisions section of the AA.

(2) Include any additional provisions added by the ATC facility.

(3) If requested, include a copy of the waiver to the ATCF along with the AA.

#### **4-3. 14 CFR Part 107.37(a), Operation Near Aircraft: Right of Way Rules.**

a. Proponent submits request through DroneZone for operations under 14 CFR Part 107.37(a) Operation near aircraft – Right-of-way rules.

b. AFS-800 and ATO jointly determine if the operation can be conducted with an acceptable level of residual risk.

c. If it is determined the proposed operation cannot be conducted with an acceptable level of residual risk, AFS-800 will send the disapproval letter to the applicant.



- d. If AFS-800 recommends approval for the application, it will forward the application to headquarters or the appropriate service center.
- e. Processors will select the application and coordinate with the appropriate ATCF.
- f. If the operating area is within Class B, C, D, or within the lateral boundaries of the surface area of Class E airspace designated for an airport, the application must be in conjunction with a 14 CFR Part 107.41 AA.
- g. Include any additional provisions added by the ATC facility.
- h. If requested, include a copy of the waiver to the ATCF along with the AA.

**4-4. Length of Authorization.** Airspace Authorizations issued in conjunction with operational waivers must contain an expiration date of no later than twenty-four (24) months from the date of issue of the AA or the expiration date of the operational waiver, whichever is sooner.

**4-5. Area Covered by Authorization.**

- a. A request for operations in conjunction with an operational waiver can be issued either a specific area or a wide area authorization based on the authorization request.
- b. Use appropriate template based on the type of operation approved. (Appendix B).

## Chapter 5. Processing of 14 CFR Part 91.113 Waiver Requests

**5-1. Beyond Visual Line of Sight (BVLOS).** A BVLOS waiver is required when neither the pilot nor the visual observer can see and/or maintain sight of the UAS in flight. UAS Policy Team, AJV-P22, processes these waivers at the FAA Headquarters.

### 5-2. Process.

**a.** The proponent submits an email requesting a waiver to 14 CFR 91.113(b) to the waiver team via email request to [9-UAS-91.113Waivers@faa.gov](mailto:9-UAS-91.113Waivers@faa.gov). The email should state that they seek to obtain a waiver to 91.113(b), and should include a Concept of Operations (CONOPS) document for the proposed operation.

**b.** The waiver specialist reviews the CONOPS and determines if proponent has provided, at a minimum:

- (1) Concept overview,
- (2) A detailed description of the airspace,
- (3) A description of the system,
- (4) Assumptions,
- (5) Hazards, risks, and mitigation plans, lost link and emergency procedures,
- (6) Description of operation (operational, communications, safety procedures), contingency procedures, and,
- (7) Plan for accident and incident reporting and operations (after-action report).

**c.** The waiver specialist then schedules and conducts an initial briefing with the proponent to review the application process and advise the proponent of any deficiencies with the application (i.e., information that may be missing from the application, etc.).

**d.** Once the request is deemed sufficient, it is placed in the queue for a review by the 91.113(b) waiver team lead. This review consists of a full team review including both a Technical Review (AIR-1, AJW-133, AFS-400, AFS-800, AUS-200) and Air Traffic Review (AJV-P21, AJV-P22, AJT-3, AJR-2, NATCA national office and the applicable Service Center and ATC Facility). However, if the proposed mitigations do not include a technology solution (e.g., radar) and are only procedural in nature, the review team members may be limited to the ATO.

**e.** The proponents are then required to make a presentation to the 91.113(b) waiver team after the Technical Reviews and Air Traffic Reviews have been completed (Step 4); the 91.113(b) waiver team lead will schedule this. This presentation can be made either in person or via teleconference. The proponents are asked to provide the waiver team with a detailed

explanation for their proposed project. The waiver team will also have the opportunity to ask questions about the project to the proponent.

**f.** After the presentation, the waiver team and technical specialists have five (5) business days to review the waiver application and, if necessary, record questions and/or comments to the proponent on a comment matrix. A member of the waiver team will complete the matrix and submit to the proponent for review and clarification.

**g.** Once the 91.113(b) waiver team lead concludes that the information submitted is correct, the proponent will be instructed to submit an application via the Certificate of Authorization Application Processing System (CAPS).

**h.** After the proponent has provided all the information to the 91.113(b) waiver specialist, one of four decisions is enacted based on the proposed mitigations to 91.113(b):

(1) ***Already in use/no changes*** – Waiver is approved.

(2) ***Recommended changes, no significant concerns*** – updates to application are requested, once resubmitted if:

(a) Approved – Impact to the National Airspace System (NAS) evaluated. If there is an impact to the NAS, then the application is submitted to the Safety Risk Management Panel. If there is no significant hazard to the NAS, the waiver is approved. If there is a significant hazard to NAS, the waiver is not approved. If the application is denied, it is rerouted back to the core workgroup for discussion with proponent and adjudication.

(b) Denied – Rerouted back to the waiver team for discussion with proponent and adjudication.

(3) ***Significant concerns*** – An FAA/proponent panel and adjudication is conducted, and the proponent is given the opportunity to update their application. If the update is approved, the impact to the NAS is then evaluated. If there is an impact to the NAS, then the application is submitted to a Safety Risk Management Panel. If there is no significant hazard to the NAS, the waiver is approved. If the application is denied, it is rerouted back to the core work group for discussion with proponent and adjudication.

(4) ***Unacceptable means of compliance*** – The waiver is not approved, and the proponent is advised of the rationale for denial.

**5-3. First Responder Tactical Beyond Visual Line of Sight (TBVLOS).** In support of public UAS operators acting in an active first responder capacity, this waiver may be granted to public operators that hold a current Certificate of Waiver or Authorization (COA). A waiver from the requirements of 14 CFR 91.113(b) may be approved as follows:

**a.** In emergency situations, and to safeguard human life, the pilot-in-command (PIC) and visual observer (VO) may temporarily lose sight of the UAS and operate Tactical BVLOS with these requirements:

(1) The operator must not operate any higher than 50 feet above or greater than 400 feet laterally of the nearest obstacle. A combination of 50 feet above obstacle must not exceed 400 feet above ground level (AGL) or depicted UASFM value.

(2) The UAS must remain within 1500 feet from the PIC.

(3) PIC will return to Visual Line of Sight (VLOS) operations as soon as practical or upon termination of the threat.

**b.** The proponent submits a TBVLOS waiver request to [9-UAS-91.113Waivers@faa.gov](mailto:9-UAS-91.113Waivers@faa.gov). The email should state that the proponent is seeking to obtain a TBVLOS waiver to 91.113(b), and should include a letter indicating how they will comply with the requirements.

**c.** Once the 91.113(b) waiver team lead concludes the proposed operation meets the criteria in paragraph a., an email is sent to the Service Center approving the proponent for TBVLOS.

**d.** Service Center processors will process the application in accordance with Section 5-2 and include mitigations for TBVLOS operations.

#### **5-4. Waiver Renewal.**

**a.** Renewal applications must involve no changes to the operational parameters of the operation. Requests that involve operational changes such as aircraft type or altitude must be submitted as a new application not a renewal. Administrative changes such as changes in phone numbers are allowed under a renewal.

**b.** Renewal requests BVLOS waivers will be submitted by emailing [9-UAS-91.113Waivers@faa.gov](mailto:9-UAS-91.113Waivers@faa.gov) and indicating that they wish to renew their current waiver.

**c.** The waiver team will verify that the waiver meets policy. If it meets existing policy, the proponent will be advised to resubmit the application in CAPS so that it can be processed for renewal. If the COA does not meet existing policy, the proponent will be advised that they do not meet policy and informed of any changes needed to meet policy before the application can be resubmitted in CAPS. If the changes required are to such a scope that the application needs to be evaluated again the proponent will be informed of such a requirement.

**d.** Waiver renewal approvals will be communicated to the appropriate service center.

#### **5-5. On-Airport Airspace Certificates of Waiver or Authorization.**

**a.** All requests for on-airport operations must be submitted through CAPS.

**b.** All requests for on-airport operations must be coordinated by the appropriate Service Center (SC) using the following guidance:

(1) Verify the airport authority has approved the operation. At towered airports, coordination with the local airport authority must be performed in collaboration with the ATM.

(2) Contact the ATM and begin the airspace analysis for possible impacts to air traffic operations (may be performed in conjunction with para. 5.b.[1]).

c. The ATM must follow Order 1000.37, ATO Safety Management System and the ATO Safety Management System Manual when conducting safety risk management.

d. When operations are unable to be approved, ensure the reason for the denial is included in the response.

**NOTE–**

*Add the following statement to the Special Provision section of all Certificate of Waiver or Authorizations (COAs) and Airspace Authorizations (AA) issued for on-airport unmanned aircraft system (UAS) operations: “The operator must be aware of systems in the airport environment that produce high intensity radiated fields (HIRF) and ensure that the unmanned aircraft (UA) is capable of operating within the HIRF level produced by those systems. Further, the operator must actively monitor the control link for any degradation or radiofrequency interference. When there is an indication that HIRF levels for the UA may be exceeded or that radiofrequency interference exists or may develop, the operator must immediately terminate the operation, report the event, and cease conducting operations at that location until the issues can be mitigated.”*

**5-6. Processing Part 91 UAS Operations Requests Using UAS Facility Maps.**

a. Request for operations under 14 CFR Part 91 that are within Class B, Class C, or Class D airspace may be processed using applicable UASFM. This policy is applicable for both public and civil unmanned aircraft operational requests being processed through the Certificate of Waiver or Authorization (COA) Application Processing System (CAPS).

b. Upon receiving a request for UAS operations under Part 91, the request should be reviewed for compliance with the following criteria:

(1) The UAS weighs less than 55 pounds;

(2) Operations are being conducted in Class B, C, D, or Class E airspace designated for an airport, and are not DOD delegated airspace facilities;

(3) Operations are at or below 400 feet (AGL); and

(4) Within visual line of sight or with (4) specific and limited 91.113 waiver for Tactical Beyond Visual Line of Sight (TBVLOS).

c. If the request meets the criteria listed above in b.(1)-(4), compare the requested altitude with the UASFM for the impacted Air Traffic Control (ATC) facility.

(1) Specific Area Request - If the requested altitude is at or below the maximum altitude for the specific grid in which requested operations will occur then no facility coordination is required in order to approve the request. Include the specific area requested latitude/longitude in the approved COA Operations Authorized section and on the operational map.

(2) Broad Area Request - If a request does not provide a specific area of operations but is requesting a broad area such as the entire Class D, the request can be approved with no ATC facility coordination using the entire UASFM. Include the following statement in the COA

Operations Authorized section; “At or Below: Altitudes in accordance with published UAS facility map.”

**d.** When using the COA template for at or below 400 feet AGL operations add the following information in the Operations section of the COA:

(1) Small unmanned aircraft means an unmanned aircraft weighing less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft.

(2) The operator is responsible for reviewing the published UASFM at <http://udds-faa.opendata.arcgis.com/> prior to each flight to ensure that no changes have been made to the map, i.e., altitude changes, airspace modifications, etc. If the operator needs to operate at an altitude that is not in accordance with the published UASFM, the operator must apply for a new Certificate of Authorization requesting that altitude.

(3) The ground speed of the UAS may not exceed 87 knots (100 miles per hour).

(4) The minimum flight visibility, as observed from the location of the control station must be no less than three (3) statute miles. For purposes of this section, flight visibility means the average slant distance from the control station at which prominent unlighted objects may be seen and identified by day and prominent lighted objects may be seen and identified by night, and;

(5) The minimum distance of the small unmanned aircraft from clouds must be no less than:

(a) 500 feet below the cloud

(b) 2,000 feet horizontally from the cloud

**e.** Operational requests for small UAS operations that do not meet the criteria listed in Para. 5-6.b.(1)-(4) or are not in compliance with the UASFM for the impacted ATC facility must be processed in accordance with chapter 6.

## **Chapter 6. 14 CFR Part 91, Certificate of Waiver or Authorization (COA) Processing**

**6-1. FAA Form 7711-1 Certificate of Waiver or Authorization Processing (COA).** This section prescribes the policies, guidance, and procedures regarding COA applications for UAS operations under 14 CFR Part 91.

**a.** Proponents requesting use of a UAS outside of restricted and warning areas must obtain a COA; exceptions to this requirement include:

(1) Operating in accordance with using agency-FAA UAS Memorandum of Agreement/Memorandum of Understanding (MOA/MOU) including the following:

(a) Memorandum of Agreement (MOA) between the Department of Defense (DOD) and the Federal Aviation Administration (FAA) - this document sets forth provisions that allow increased access for DOD UAS into the NAS through accommodation, implementation of advanced mitigations, and integration, where applicable. The agreement assigns the DOD and the FAA specific tasks and responsibilities and applies to all DOD UAS operations, whether operated by Active, Reserve, National Guard, or other personnel of the United States Air Force, Army, Marine Corps, and Navy. Key provisions within the agreement include:

(i) Formalizes DOD's authority to conduct UAS operations in airspaces delegated to DOD for air traffic control service without coordination with FAA.

(ii) Enables ability to operate in Class G airspace in accordance with the MOA rather than a COA.

(iii) Simplifies the coordination processes required for DOD access and FAA approval of UAS operations in the NAS, resulting in significant workload reductions for both parties.

(b) Additionally, there are several other agreements in effect with other federal agencies such as NASA, Department of Interior, US Forest Service, and DHS-US Border Protection. The purpose of the agreements is to allow access to the NAS through the COA via Notification Process for sUAS in Class G Airspace. The process allows access to Class G without a COA if the following requirements are met:

(i) Notification of the FAA via the COA online process.

(ii) Operations limited to at or below 1200 feet.

(iii) Within visual line of sight.

(iv) Minimum standoff distance values to operate in the vicinity of airports are adhered to.

(c) An actively tethered UAS operated as a public aircraft that meet the requirements below:

(i) Weighs 4.4 pounds or less, including payload but not including the tether;

(ii) Is physically attached to a ground station with a taut, appropriately load-rated tether that provides continuous power to the unmanned aircraft and is unlikely to be separated from the unmanned aircraft;

(iii) Is controlled and retrieved by such ground station through physical manipulation of the tether;

(iv) Rated at an altitude of less than 150 feet above ground level;

(v) Operated within class G airspace or at or below the ceiling depicted on the published UAS facility maps;

(vi) Not flown directly over non-participating persons;

(vii) Operated within visual line of sight of the operator;

(viii) Operated in a manner that does not interfere with and gives way to any other aircraft.

**b.** Proponents requesting to operate in designated airspace in which UAS flights are restricted will be required to provide additional information as set by the governing Notice to Air Mission (NOTAM).

**c.** NOTAM and Visual Observer (VO) are not required for small UAS operations under 14 CFR Part 91 that meet all the following criteria:

(1) Weigh less than 55 pounds.

(2) Have a maximum airspeed of 100 miles per hour (87 knots) or less.

(3) Are operated in class G airspace at or below 400 feet above ground level, or at or below the UAS facility map altitudes.

(4) Remain within visual line of sight.

**d.** If an approving entity determines there is a need for a NOTAM or VO then such requirement must be stated on the COA (FAA form 7711-1), Special Airworthiness Certificate or similar document.

**e.** Applications (including renewals) should be submitted at least 60 business days before the proposed start of UAS operations to allow a comprehensive operation and technical review or in accordance with existing MOU.

**f.** The proponent must submit an application/renewal for a COA using the online application system at <https://caps.faa.gov>.

**g.** COAs must have a termination date not more than 24 months from the effective date unless renewed or extended. The COA expires on the stated termination date unless surrendered sooner by the proponent or revoked by the issuing agency.



**h.** Information related to the Special Airworthiness Certificate – Experimental Category can be found in FAA Order 8130.34, Airworthiness Certification of Unmanned Aircraft Systems and Optionally Piloted Aircraft.

**i.** COAs for UAS operating under the authority of a 44807 Exemption will be processed in accordance with this chapter.

**j.** The Special Government Interests (SGI) process is managed by ATO Systems Operations Security through the System Operations Support Center (SOSC) as per FAA Order JO 7210.3, Chapter 21. Submit SGI requests to the SOSC at [9-ATOR-HQ-SOSC@faa.gov](mailto:9-ATOR-HQ-SOSC@faa.gov). More information on the SGI process can be found at: [https://www.faa.gov/uas/advanced\\_operations/emergency\\_situations](https://www.faa.gov/uas/advanced_operations/emergency_situations).

**k.** Coordination.

(1) When the application is received, an initial review will be conducted, and any initial mitigations will be included prior to sending the draft COA forward for processing and note that the application is ready for air traffic coordination.

(2) The Service Center and ATC facility will determine any additional mitigations that are necessary for the Air Traffic Control Special Provisions portion of the COA.

(3) UAS request for visual flight rule operations wholly contained in Class G airspace do not need to be coordinated nor approved by the overlying air traffic facility. Additionally, a copy of the COA does not need to be sent to the ATC facility.

(4) ATMs must ensure any operational requirements necessary for the safe operation of the UAS in the facility's airspace are provided so that they can be included in the COA. Examples of items to consider during the review may include, but are not limited to:

(a) Impact of UAS Operating Areas on local operations.

(b) Verify the lost link procedures will not interfere with other traffic.

(c) Any operational issues that may impact local air traffic procedures and operations.

(5) Once the Service Center/ATC coordination is complete, the processor will complete the COA for final processing.

(6) Once the final COA is signed, it will be distributed by the appropriate Service Center to the ATC facilities and the proponent.

## **6-2. On-Airport Airspace Certificates of Waiver or Authorization.**

**a.** All requests for on-airport operations must be submitted through CAPS.

**b.** All requests for on-airport operations must be coordinated by the appropriate Service Center (SC) using the following guidance:

(1) Verify that the airport authority has approved the operation. At towered airports, coordination with the local airport authority must be performed in collaboration with the ATM.

(2) Contact the ATM and begin the airspace analysis for possible impacts to air traffic operations (may be performed in conjunction with para. 2.b.[1]).

**c.** The ATM must follow FAA Order 1000.37, ATO Safety Management System and the ATO Safety Management System Manual when conducting safety risk management.

**d.** When operations are unable to be approved, ensure the reason for the denial is included in the response.

**NOTE–**

**Add the following statement to the Special Provision section of all Certificate of Waiver or Authorizations (COAs) and Airspace Authorizations (AA) issued for on-airport unmanned aircraft system (UAS) operations:** “The operator must be aware of systems in the airport environment that produce high intensity radiated fields (HIRF) and ensure that the unmanned aircraft (UA) is capable of operating within the HIRF level produced by those systems. Further, the operator must actively monitor the control link for any degradation or radiofrequency interference. When there is an indication that HIRF levels for the UA may be exceeded or that radiofrequency interference exists or may develop, the operator must immediately terminate the operation, report the event, and cease conducting operations at that location until the issues can be mitigated.”

## Chapter 7. Processing Requests for UAS Operations by Foreign Governments

**7-1. General.** Requests from a foreign government (foreign proponent) to conduct UAS operations in or over the territorial land areas of the United States and its adjacent waters are processed as indicated below. Although the term Operational Coordination document is used throughout this chapter, the process is similar to that of a traditional COA. However, the Coordination Document will not contain an FAA Form 7711-1, in its place will be a cover letter.

### 7-2. Processing of Applications.

#### a. Initial Coordination

(1) Initial information may be received from the foreign proponent through many different means (e.g., email, phone calls). Contact the U.S sponsor and foreign proponent and inform them to submit their initial request via email to [9-AWA-UAS-StateOpsRequest@faa.gov](mailto:9-AWA-UAS-StateOpsRequest@faa.gov).

(2) The [9-AWA-UAS-StateOpsRequest@faa.gov](mailto:9-AWA-UAS-StateOpsRequest@faa.gov) should be utilized for email correspondence originating from FAA Headquarters and as the destination email address for correspondence originating from the Service Centers to FAA Headquarters. Utilizing the [9-AWA-UAS-StateOpsRequest@faa.gov](mailto:9-AWA-UAS-StateOpsRequest@faa.gov) will help ensure correspondence is received and acted on in a timely manner.

(3) Once the email is received the sponsor and proponent will be informed that in addition to the FAA process, they will need to obtain a diplomatic clearance from the Department of State, which requires the FAA approve the operation. Information regarding submission of a request for diplomatic clearance for foreign state aircraft operations can be found at: <https://www.state.gov/diplomatic-aircraft-clearance-procedures-for-foreign-state-aircraft-to-operate-in-united-states-national-airspace/>.

#### b. Submission of FAA Application.

(1) The U.S. sponsor for the UAS operation will submit an operational approval application—inputting the requesting foreign country’s information—to the FAA via CAPS.

(2) Submit the request in CAPS as if the request was for the U.S. Sponsor, however, the Program Executive Summary and Special Circumstances section in CAPS should clearly state that the request is for operations of a UAS by a foreign government.

#### c. Workflow.

(1) Once the application is committed in CAPS, the Service Center (SC) will notify the UAS Policy Team (AJV-P22) for situational awareness. The UAS Policy Team will then notify the ATO International Office (AJV-I) and the UAS Integration Office, International Division (AUS-200) of the application submission.

(2) The application is processed by the appropriate SC based on the location of the proposed operation. The SC processes this request in the same manner by which they process

all/any other operational requests. A draft Operational Coordination document should be developed and coordinated with the impacted facility.

(3) Once ATC facility coordination is completed, the SC will complete the Operational Coordination document (Attachment 3). The first page of the Operational Coordination document will be the cover letter in Attachment.

(4) The SC Tactical Team Manager (or designated representative) will send the Operational Coordination document with the signed cover letter to the U.S. Sponsor and the UAS Policy Team Manager via email.

**d.** Department of State Diplomatic Clearance. The UAS Policy Team Manager (or designated representative) will send completed Operational Coordination document and cover letter to the State Department at [DCAS@state.gov](mailto:DCAS@state.gov). Additionally, the email to State should request a return email once the Diplomatic Clearance process is completed and information on whether or not the request was approved.

**e.** Additional Coordination.

(1) For awareness purposes, the UAS Policy Team Manager will notify the ATO International Office (AJV-I) and the UAS Integration Office, International Division (AUS-200), of the application's completion and that State has been notified that the Operational Coordination document has been completed.

(2) Once State has completed the processing of the Diplomatic clearance, and the email from State has been received the UAS Policy Team Manager will notify the ATO International Office (AJV-I) and the UAS Integration Office, International Division (AUS-200), of the application's status as provided from the State POC.

## Chapter 8. Definitions

**8-1. Airspace Authorization (14 CFR Part 107.41)** – The mechanism by which an operator may seek approval to operate a small unmanned aircraft in Class B, Class C, or Class D airspace or within the lateral boundaries of the surface area of Class E airspace designated for an airport from Air Traffic Control (ATC).

**8-2. Airspace Waiver (14 CFR Part 107.41)** – Deviation from 14 CFR Part 107.41 may be authorized provided the proposed small UAS operation can be safely conducted under terms of the certificate of waiver. The proponent must demonstrate safety mitigations through equipage that their small UAS can safely operate in controlled airspace without seeking ATC authorization prior to each operation. Proponents should not submit a request for an airspace waiver unless they have been instructed to do so by the FAA.

**8-3. Airworthy** – UAS conformity to its type certificate (TC), if applicable, and has been determined to be in a condition for safe operation (Title 49 of the United States Code (49 U.S.C.) § 44704(d)(1)).

**8-4. Beyond Visual Line of Sight (BVLOS)** – The operation of a UAS beyond the capability of the flight crewmembers (i.e., remote pilot in command (PIC), the person manipulating the controls, and visual observer (VO), if used) to see the aircraft with vision unaided by any device other than corrective lenses (spectacles and contact lenses).

**8-5. COA Application System (CAPS)** – COA Application System. A web application that provides an interactive online application process to request a COA for a specific flight operation, or a blanket COA (permitting nationwide flights in Class G airspace at or below 400 feet.) under Part 91.

**8-6. Certificate of Waiver or Authorization (COA)** – A Certificate of Waiver or Authorization is an FAA grant of approval for a specific flight operation.

**8-7. Low Altitude Authorization and Notification Capability (LAANC)** – Software used to automate sUAS operator requests for access to airspace and receive FAA issued authorizations for 14 CFR Part 107 and Section 44809 operations.

**8-8. Proponent** – The person or organization responsible for the COA and operation of the UAS.

**8-9. Special Governmental Interest (SGI) Process** – Managed by SOSOC to accommodate real-time application requests that will directly support a UAS operation benefiting a critical public good and addressing exigent circumstances.

**8-10. UAS Facility Maps (UASFM)** – Grid maps around airports in controlled airspace that depict the altitudes below which automatic requests for airspace authorization can be issued through LAANC.

**8-11. Unmanned Aircraft (UA)** – An aircraft that is operated without the possibility of direct human intervention from within or on the aircraft.

**8-12. Unmanned Aircraft System (UAS)** – An unmanned aircraft and its associated elements including communication links and the components that control the unmanned aircraft that are required for the operator to operate safely and efficiently in the national airspace system.

**8-13. Visual Observer (VO)** – A person who is designated by the remote pilot in command to assist the remote pilot in command and the person manipulating the flight controls of the small UAS to see and avoid other air traffic or objects aloft or on the ground. The VO must be able to communicate:

- The UA's location, altitude, and direction of flight;
- The position of other aircraft or hazards in the airspace, and;
- The determination that the UA does not endanger the life or property of another.

## Chapter 9. Administrative Information

**9-1. Distribution.** Air Traffic Services and all associated air traffic control facilities, Mission Support Services, Safety and Technical Training, System Operations Services, and Flight Standards Service. The issuance, revision, or cancellation of the material in this order is the responsibility of the AJV-P.**Related Publications.**

- a. AC 91-57, Exception for Limited Recreational Operations of Unmanned Aircraft (UA)
- b. AC 107-2, Small Unmanned Aircraft Systems (sUAS)
- c. COA Processing System (CAPS) User Guide
- d. FAA Reauthorization Act of 2018, Section 44809
- e. FAA Order JO 7110.65, Air Traffic Control
- f. FAA Order JO 7200.20, Voluntary Safety Reporting Program (VSRP)
- g. FAA Order JO 7210.3, Facility Operation and Administration
- h. FAA Order JO 7210.632, Air Traffic Organization Occurrence Reporting
- i. FAA Order JO 7400.11, Airspace Designations and Reporting Points
- j. FAA Order JO 7610.4, Special Operations
- k. FAA Order 8130.34, Airworthiness Certification of Unmanned Aircraft Systems and Optionally Piloted Aircraft
- l. Flight Standards Information Management Systems (FSIMS) 8900.1 Volume 16
- m. Title 14, Code of Federal Regulations, Part 91 and Part 107

**9-3. Suggestions for Improvements.** Please forward all comments on deficiencies, clarifications, or improvements regarding the contents of this order to [9-AJV-P-HQ-Correspondence@faa.gov](mailto:9-AJV-P-HQ-Correspondence@faa.gov):

**9-4. Records Management.** Refer to FAA Order 0000.1, *FAA Standard Subject Classification System*; FAA Order 1350.14, *Records Management*; or your office Records Management Officer (RMO)/Directives Management Officer (DMO) for guidance regarding retention or disposition of records.

**Appendix A. Section 44809, Exceptions for Limited Recreational Operations of Unmanned Aircraft Authorization Processing**

LAANC Enabled Facility	Single or Multi Day	Method of Submission	IAW UASFM	Above UASFM	ATC Facility Coord. Required	Night Ops (see below)	Processor Actions Required	Additional Docs Req.
Yes	Single	LAANC	Yes	No	No	Yes or No	None	None
Yes	Single	DZ	Yes	No	No	Yes or No	Issue Airspace Authorization (AA) and inform proponent that LAANC is available for future requests.	None
Yes	Single	DZ	No	Yes	No	Yes or No	<p>If the requested area is not in a 0 ft. grid, issue an AA for the maximum allowable altitude in the requested grid; (e.g., request is for 300 ft. but UASFM altitude is 200 ft. issue airspace authorization for 200 ft.). Change the altitude in DroneZone to match the altitude that the AA is being issued for and make an annotation in the comment section “AA issued at ft. which is the maximum altitude allowed by the UASFM for the area requested”.</p> <p>If a separate email is sent to the proponent with a copy of the AA, include an explanation as to why the AA was issued for the lower altitude. Attach a .pdf copy of the email in DroneZone.</p> <p>If the requested area is in a 0 ft. grid, issue a denial letter with the statement “Operations at altitudes above the UASFM are not currently authorized under Section 44809, Exception for Limited Recreational Operations of Unmanned Aircraft.</p>	None
Yes	Multiple **	DZ **	Yes	No	No	Yes or No	Issue an AA for a single day.	None



LAANC Enabled Facility	Single or Multi Day	Method of Submission	IAW UASFM	Above UASFM	ATC Facility Coord. Required	Night Ops (see below)	Processor Actions Required	Additional Docs Req.
Yes	Multiple **	DZ **	No	Yes	No	Yes or No	<p>If requested area is not in a 0 ft. grid, issue an AA for the maximum altitude in the requested grid (e.g., request is for 300 ft. but UASFM altitude is 200 ft., issue airspace authorization for 200 ft.).</p> <p>Change the altitude parameters in DroneZone to match the altitude that the AA is being issued for and annotate in the comment section “AA issued at ft. which is the maximum altitude allowed by the UASFM for the area requested”.</p> <p>If a separate email is sent to the proponent with a copy of the AA include an explanation as to why the AA was issued for the lower altitude and attach a .pdf copy of the email in DroneZone.</p> <p>If the requested area is in a 0 ft. grid, issue a denial letter with the statement, “Operations at altitudes above the UASFM are currently not authorized under Section 44809 – Exception for Limited Recreational Operations of Unmanned Aircraft”.</p>	None
No	Single	DZ	Yes	No	No	Yes or No	Issue either wide area or specific area AA for single day per request.	None
No	Single	DZ	No	Yes	No	Yes or No	<p>If the requested area is not in a 0 ft. grid, issue an AA for the maximum altitude in the requested grid (e.g., request is for 300 ft. but UASFM altitude is 200 ft., issue airspace authorization for 200 ft.).</p> <p>Change the altitude parameters within the DroneZone to match the altitude that the AA is being issued for; and annotate in the comment section “AA issued at ft. which is the maximum altitude allowed by the UASFM for the area requested”.</p> <p>If a separate email is sent to the proponent with a copy of the AA include an explanation as to why the AA was issued for the lower altitude and attach a .pdf copy of the email in DroneZone.</p> <p>If the requested area is in a 0 ft. grid, issue a denial letter with the attached statement “Operations at altitudes above the UASFMs are not currently authorized under Section 44809 – Exception for Limited Recreational Operations of Unmanned Aircraft.”</p>	None

LAANC Enabled Facility	Single or Multi Day	Method of Submission	IAW UASFM	Above UASFM	ATC Facility Coord. Required	Night Ops (see below)	Processor Actions Required	Additional Docs Req.
No	Multiple	DZ	Yes	No	No	Yes or No	Issue AA with expiration date NTE 24 months from date of issue.	None
No	Multiple	DZ	No	Yes	No	Yes or No	<p>If requested area is not in a 0 ft. grid, issue an AA for the maximum altitude in the requested grid, (e.g., request is for 300 ft. but UASFM altitude is 200 ft., issue airspace authorization for 200 ft.).</p> <p>Change the altitude parameters in DroneZone to match the altitude that the AA is being issued for and annotate in the comment section “AA issued at ft. which is the maximum altitude allowed by the UASFM for the area requested”.</p> <p>If a separate email is sent to the proponent with a copy of the AA include an explanation as to why the AA was issued for the lower altitude and attach a .pdf copy of the email in DroneZone.</p> <p>If the requested area is in a 0 ft. grid, issue a denial letter with the attached statement, “Operations at altitudes above the UASFM are not currently authorized under Section 44809, Exception for Limited Recreational Operations of Unmanned Aircraft”.</p>	None

\*\* Currently, DroneZone does not allow entry of multiple days for LAANC equipped facilities. However, some proponents may request multiple days by indicating multiple days in the comments/remarks section.

**Appendix B. Processing of 14 CFR Part 107 Airspace Authorizations (AA)**

<b>Facility Serviced by LAANC</b>	<b>SINGLE/MULTI DAY</b>	<b>Method of Submission</b>	<b>Operational Waiver</b>	<b>IAW UASFM</b>	<b>ABOVE UASFM</b>	<b>ATC Facility COORD Required</b>	<b>Processor ACTION REQ'D</b>	<b>ADDITIONAL DOCUMENTATION</b>
Yes	SINGLE	LAANC	No	Yes	No	No	None	N/A
Yes	SINGLE	DZ	No	Yes	No	No	Issue AA and inform proponent that LAANC is available for future requests.	N/A
Yes	SINGLE	DZ	Yes	Yes	No	If 107.37(a) or 107.51(b) only	Issue AA, coordinate with ATC facility if 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b), and include waiver number and additional provisions (if any) in FAA Form 7711-1.	Approved Certificate(s) of Waiver
Yes	SINGLE	LAANC	No	No	Yes	Yes	See Note below.	N/A
Yes	SINGLE	DZ	No	No	Yes	Yes	Issue AA with any special provisions added by ATC facility.	N/A
Yes	SINGLE	DZ	Yes	No	Yes	Yes	Issue AA with any special provisions added by ATC facility.	Approved Certificate(s) of Waiver
No	SINGLE	DZ	No	Yes	No	No	Issue AA.	N/A
No	SINGLE	DZ	Yes	Yes	No	If 107.37(a) or 107.51(b) only	Issue AA and coordinate with ATC facility if 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b). Include waiver number and additional provisions (if any) in FAA Form 7711-1.	Approved Certificate(s) of Waiver
No	SINGLE	DZ	No	No	Yes	Yes	Issue AA with any special provisions added by ATC facility.	N/A

Facility Serviced by LAANC	SINGLE/MULTI DAY	Method of Submission	Operational Waiver	IAW UASFM	ABOVE UASFM	ATC Facility COORD Required	Processor ACTION REQ'D	ADDITIONAL DOCUMENTATION
Yes	MULTI**	DZ**	Yes	Yes	No	If 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b) only	Issue AA for single day operation unless criteria listed in para 3-4a(1)(c) is met. Coordinate with ATC facility if 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b), and include waiver number and additional provisions (if any) in FAA Form 7711-1.	Approved Certificate(s) of Waiver
Yes	MULTI**	DZ**	Yes	Yes	No	If 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b) only.	Issue AA with expiration date NTE 24 months from date of issue. Coordinate with ATC facility if 14 CFR Part 107.37(a) or 14 CFR Part 107.51(b), and include waiver number and additional provisions (if any) in FAA Form 7711-1.	Approved Certificate(s) of Waiver
Yes	MULTI**	DZ**	No	No	Yes	Yes	May be issued for multiple days if criteria listed in para 3-4a(1)(c) is met. If the ATC facility is unable, then issue AA for a single day operation and attach any special provisions added by ATC facility.	
Yes	MULTI**	DZ**	Yes	No	Yes	Yes	May be issued for multiple days if criteria listed in para 3-4a(1)(c) is met. If the ATC facility is unable, then issue AA for a single day operation only and attach any special provisions added by ATC facility.	Approved Certificate(s) of Waiver

Note: For UAS Service Suppliers that have the capability, some request for operations above the UASFMs may be forwarded by the requestor to the ATC facility. No actions are required by the Service Center.

04/06/2023

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Appendix B

\*\* Currently, DroneZone does not allow entry of multiple days for LAANC equipped facilities. However, some proponents may request multiple days by indicating multiple days in the comments/remarks section.