



HARVARD UNIVERSITY  
HARVARD FOREST

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## **Harvard Forest Unmanned Aerial Vehicle Policy & Guidance Updated: September 2023**

Use of Unmanned Aerial Vehicles (UAVs) at the Harvard Forest must follow the Harvard University Unmanned Aerial Vehicles (Research) Policy, and all applicable Federal Aviation Administration (FAA) regulations. This document summarizes these policies and provides guidance on procedures to follow when planning a UAV flight at the Harvard Forest.

### **Harvard University Policy**

In a nutshell, Harvard University allows only faculty, students, staff, and approved other persons to fly UAVs from within or above University property. In addition, all flights must follow FAA policy and be registered with Harvard University. Flights solely over Harvard Forest may be registered using the Harvard Forest RPA and notification system (see below) instead of the University-wide system. Recreational or hobby flights are allowed only if the operator is a member of a University sanctioned hobbyist club.

More details: <https://research.harvard.edu/2021/02/17/unmanned-aerial-vehicles/>

### **FAA Policy**

In a nutshell, when you fly for work/business, these are the basic things an operator must know for flying under the small UAS rule (14 CFR part 107):

#### Pilot Requirements:

- Must be at least 16 years old
- Must pass an initial aeronautical knowledge test at an FAA-approved knowledge testing center
- Must be vetted by the Transportation Safety Administration (TSA)

#### Aircraft Requirements:

- Less than 55 lbs.
- Must be registered

#### Operating Rules:

- Class G airspace\*
- Must keep the aircraft in sight (visual line-of-sight)\*
- Must fly under 400 feet\*
- Must fly at or below 100 mph\*
- Must yield right of way to manned aircraft\*
- Must NOT fly over people\*
- Must NOT fly from a moving vehicle\*

\*All of these rules are subject to waiver

More information on FAA rules: [https://www.faa.gov/uas/getting\\_started/](https://www.faa.gov/uas/getting_started/)

Apps for determining current airspace restrictions:

- [https://www.faa.gov/uas/getting\\_started/b4ufly](https://www.faa.gov/uas/getting_started/b4ufly)
- AirMap (available for free from Google Play or itunes)

### **Harvard Forest Requirements**

No UAV activity is allowed within 100 meters of a Harvard Forest buildings or property boundaries (Figure 1) without prior written authorization from the Harvard Forest UAV committee.

As soon as you know you may be flying a UAV at Harvard Forest:

- For research, be sure to have an active Research Project Application (<http://harvardforest.fas.harvard.edu/conducting-research>), and include plans to fly a UAV in the 'Permits' section, along with registration and remote pilot license information, if available (required prior to UAV use).
- For aerial photography, email the Harvard Forest UAV committee with your tentative plan ([aabarker@fas.harvard.edu](mailto:aabarker@fas.harvard.edu); [megfuchs@fas.harvard.edu](mailto:megfuchs@fas.harvard.edu); [mvanscoy@fas.harvard.edu](mailto:mvanscoy@fas.harvard.edu))
- Any flights launched from a walk-up tower must be reviewed by the Tower Safety Officer (Mark VanScoy, [mvanscoy@fas.harvard.edu](mailto:mvanscoy@fas.harvard.edu)) and tower policies followed ([https://harvardforest.fas.harvard.edu/sites/default/files/Harvard Forest Tower Policy 2016 02 11.pdf](https://harvardforest.fas.harvard.edu/sites/default/files/Harvard_Forest_Tower_Policy_2016_02_11.pdf))

At least 24 hours prior to a flight:

- e-mail a flight plan (to [hffacil@fas.harvard.edu](mailto:hffacil@fas.harvard.edu); [aabarker@fas.harvard.edu](mailto:aabarker@fas.harvard.edu); [mvanscoy@fas.harvard.edu](mailto:mvanscoy@fas.harvard.edu)) including
  - Remote Pilot in Command (name and license number)
  - Launch and landing locations, and area the flight will cover
  - Date and time period of flight
  - Equipment (including registration number)

The day of the flight:

- Remote Pilot in Command must follow all responsibilities as described in small UAS rule (14 CFR part 107). This includes, but is not limited to:
  - Preflight inspection of UAV
  - Ensuring weather conditions are appropriate for flight
  - Awareness of people, property, or other potential ground hazards.
  - <https://www.ecfr.gov/current/title-14/chapter-I/subchapter-F/part-107>

### **Harvard Forest UAV committee:**




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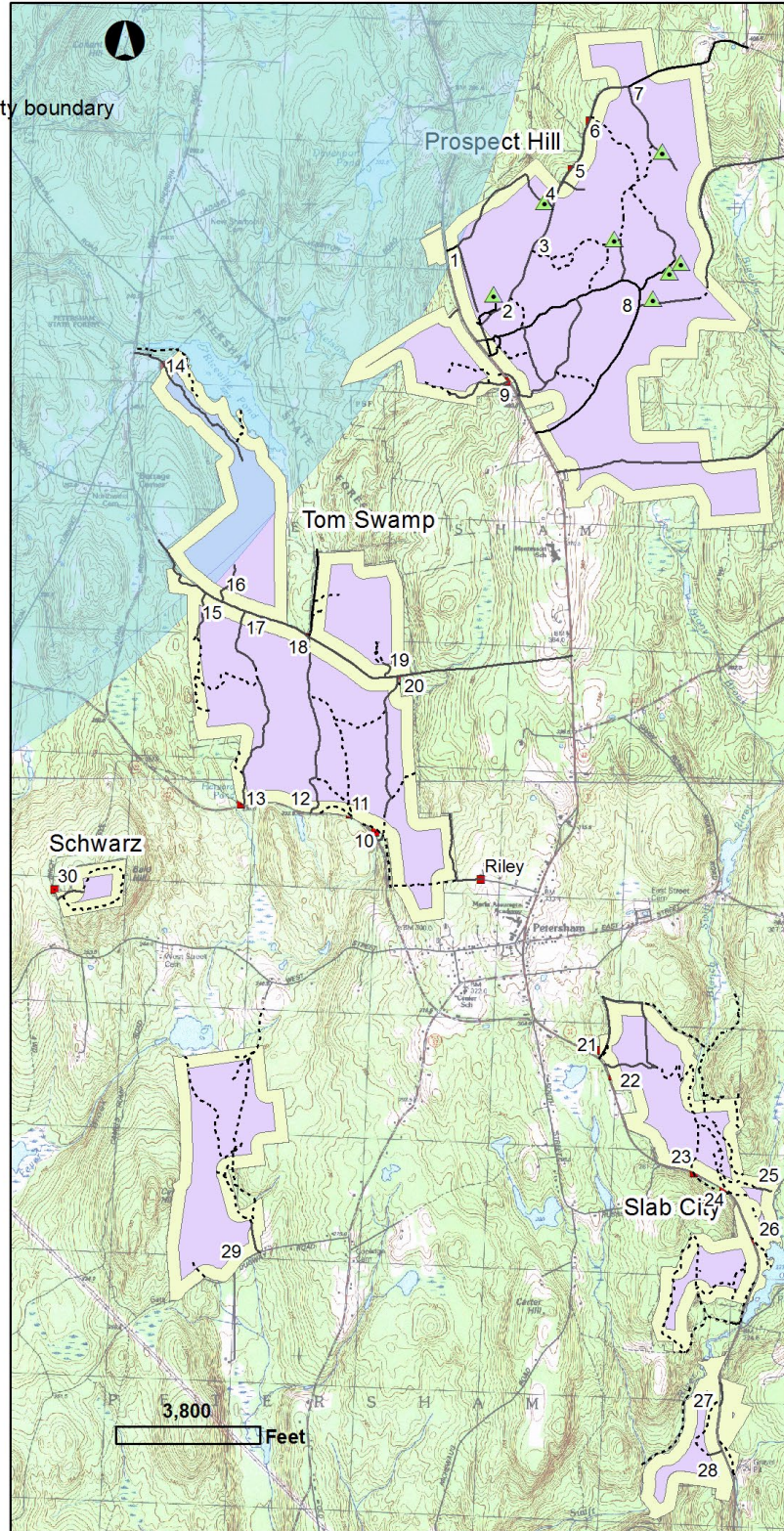
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**Figure 1.** HF land showing property boundaries and where is <5miles from Orange Airport, and 100m buffer from HF boundary.

**Legend**

-  100 meter buffer from property boundary
-  5 miles from Orange Airport
-  Harvard Forest property



Date: 6/9/2017