

UW Whitewater Police



Unmanned Aircraft Systems Program

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Special Instructions:

Approved By: Chief Kiederlen	Effective Date: 1/26/2023	Revised Date: New	Revision number:
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I. Purpose

The purpose of this policy is to establish procedures for the usage of Unmanned Aircraft Systems (UAS) as authorized by the Chief of Police.

II. Definitions

Unmanned Aircraft: Defined by statute as an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft (Public Law 112-95, Section 331(8)).

Unmanned Aircraft Systems (UAS): An unmanned aircraft system is an unmanned aircraft and the equipment necessary for the safe and efficient operation of that aircraft.

III. Policy

It is the policy of the UW-Whitewater Police Department (UWWPD) that the Unmanned Aircraft Systems (UAS) Program shall support department operations by providing aerial observation of law enforcement and other public safety incidents. Missions will be accomplished efficiently and safely while respecting the law and the privacy of the citizens we serve.

IV. Procedure

A. UWWPD UAS devices may only be utilized under the following circumstances:

1. To assist in search and rescue operations.
2. To provide aerial documentation of crime scenes.
3. To provide aerial surveillance of damage caused by natural or manmade events.
4. To provide visual perspective to personnel to aid in managing public safety operations.
5. To provide aerial images in areas considered hazardous for human life (e.g. Hazmat incidents).
6. To assist special events teams or other personnel with aerial assessments of crowd situations (to aid in identifying safety issues).
7. To provide support for tactical operations.
8. For training, testing, evaluation, demonstration or maintenance purposes.

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9. A UAS may be deployed pursuant to a mutual aid request, with the approval of the Chief or designee. UAS deployment for mutual aid requests will be in accordance with department training and policy.
 10. Other circumstances as approved by the Chief of Police or designee.
- B. UWHPD UAS systems shall not be used:
1. To conduct random surveillance activities.
 2. To target any person based solely on individual characteristics, such as, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
 3. To harass, intimidate, or discriminate against any individual or group.
 4. Over any correctional institution.
 5. With any type of weapon attached or affixed.
- C. Absent a valid search warrant, no UAS will be used to gather evidence or other information from or at a place where an individual has a reasonable expectation of privacy. This restriction does not apply to the following circumstances:
1. UAS deployment in a public place;
 2. During an active search and rescue operation;
 3. To locate an escaped prisoner;
 4. To surveil a place or location for the purpose of executing an arrest warrant;
 5. If reasonable suspicion exists that UAS use is necessary to prevent imminent danger to an individual or to prevent the imminent destruction of evidence.
- D. The Chief will designate a UAS program coordinator who will be responsible for UAS program operations. The program coordinator will ensure policies and procedures conform to current laws, regulations and best practices, and will have the following additional responsibilities:
1. Coordinating any additional applications for Certificate of Authorization or Waiver, and ensuring those are current.
 2. Developing and maintaining operation protocols governing the deployment and operation of the UAS, including, but not limited to, use of visual observers, establishment of lost link procedures, and documenting all missions.
 3. Developing UAS maintenance, inspection, and record keeping protocol to ensure continued airworthiness of a UAS up to and including its overhaul or life limits.
 4. Recommending program enhancement, particularly regarding safety and information security.
 5. Maintaining a log of all UAS deployments and completing an annual report summarizing UAS use.
 6. Ensuring established protocols are followed by monitoring and providing periodic reports on the program to the Chief or designee.
 7. Developing minimum training and evaluation requirements for authorized operators for the purpose of maintaining skills and proficiency in operation, and maintaining records of that training.

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- E. The UAS will be operated within the current guidelines of the Federal Aviation Administration (FAA), UWWPD, and any existing Certificate of Waiver or Authorization conditions. Only authorized operators who have been designated by the UAS Program Coordinator shall be permitted to operate the UAS.
- F. A police report will be completed any time a UAS is deployed for an operation (excluding training, maintenance, etc.).
- G. Retention of Data: Data collected through UAS deployment, including still and motion images, shall be stored and retained in accordance with UWWPD records retention schedules. Copies of files may also be saved for training purposes.
- H. Training: All personnel authorized to act as an authorized operator shall receive appropriate training as directed by the program coordinator. That training shall, at minimum, meet the requirements set forth by the FAA.