



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT RILEY
500 HUEBNER ROAD
FORT RILEY KS 66442-5000

AMIM-RLG-ZA (100)

12 July 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Memorandum – Use of Non-Official Small Unmanned Aircraft Systems on Fort Riley

1. References.

a. Secretary of the Army Memorandum (subject: Army Policy for Unmanned Aircraft Systems on Army Installations), 1 August 2017.

b. Joint Order 7200.23 (Federal Aviation Administration [FAA], subject: Unmanned Aircraft Systems [UAS]), 16 July 2020.

c. FAA/Department of Defense (DoD) Joint Standard Operating Procedures (Unmanned Aircraft Systems Special Security Instructions [SSI]), 7 April 2017.

d. Title 14, Code of Federal Regulations, Part 107.

e. Public Law 112-95, H.R. 658, Section 336 (subject: The Federal Aviation Administration Modernization and Reform Act of 2012), 14 February 2012.

f. Department of Defense Instruction 2000.26 (Suspicious Activity Reporting [SAR]), 23 September 2014.

g. Army Regulation (AR) 95-1, (Flight Regulations), 22 March 2018.

h. Army Regulation (AR) 95-2 (Air Traffic Control, Airfield/Heliport, and Airspace Operations), 31 March 2016.

i. AR 190-13 (The Army Physical Security Program), 27 June 2019.

j. 18 U.S. Code 795 (Photographing and Sketching Defense Installations).

k. Deputy Secretary of Defense Memorandum (subject: Delegation of Authority to Approve Exemptions for Using Commercial-Off-The-Shelf Unmanned Aerial Systems in Support of Urgent Needs), 1 June 2018.

2. Purpose. To define installation policy for the use of all types of non-official Unmanned Aircraft Systems (UAS), Small Unmanned Aircraft Systems (sUAS), Small Unmanned Aircraft (sUAs), and Unmanned Aircraft (UAs) otherwise known as drones,

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and commonly referred as UAS throughout this document, over the Fort Riley Installation, and Marshall Army Airfield (MAAF) and within associated controlled and special use airspace. This policy does not cover official use of UAS, including official use of Commercial off the Shelf (COTS) sUAS that are governed by AR 95-1 and AR 95-2. This policy is punitive in nature and violations may result in criminal, civil, or administrative actions as described in paragraph 8 below.

3. Situation. The airspace from surface to 400 feet above the Fort Riley Installation, to include MAAF, has been designated by Federal Aviation Administration (FAA) Special Security Instructions (SSI) as a "No Drone Zone." Flight Data Center (FDC) Notice to Air Missions (NOTAM) 7/7282 established temporary flight restrictions (TFR) that are classified as "national defense airspace" in accordance with United States Code Title 49 40103(b)(3). Violations of these TFRs may prompt FAA enforcement actions to include criminal charges or administrative actions to include imposing civil penalties and revocation of FAA certificates or authorizations to operate UAS.

4. UAS Policy. Non-official UAS of all types are prohibited from operating on Fort Riley without specific approval.

5. Commercial Use Policy. Commercial UAS flight activities may be approved on a case-by-case basis in coordination with the Installation Air Traffic & Airspace (AT&A) and Force Protection Office. Requests for exceptions to the Fort Riley Special Use Airspace (SUA) and Part 107 Special Security Instructions (SSI) must be submitted to FortRileyGarrisonCOTSUASRequest@army.mil. Commercial activities must be sponsored by a government agency or requested for official purposes associated with Fort Riley or in support of government or commercial infrastructure located on the Installation.

a. Commercial flights shall be conducted IAW Title 14, CFR Part 107 and the operator must possess a valid Airspace Access Authorization (AAA) from the United States Aeronautical Services Agency (USAASA) for the class of airspace requested.

b. Commercial operators with a valid requirement to fly on Fort Riley and/or who do not possess an approved AAA must submit a request to USAASA thru the FAA. AAA requests can be submitted online at <https://faadronezone-access.faa.gov/>. The expected processing time is approximately 90-120 days.

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c. Requests for obtaining aerial photography and/or video permissions ICW UAS operations must be coordinated in advance with the Installation OPSEC Office at (785) 240-1993, or email usarmy.riley.id-readiness.mbx.usag-frks-protection-office@army.mil

d. Approved UAS flight operators must submit requests to occupy and/or fly in the installation training area before all flight operations. Operators must submit requests using FR Form 785 (Request or Cancellation for Ranges, Training Areas, Training Facilities) through the installation Range Operations Office. Contact Range Scheduling at 785-239-5351.

e. Commercial operators are only authorized to fly approved/Blue UAS systems or UAS systems with an approved Exception to Policy (ETP) on Fort Riley. Approved/Blue UAS systems can be found at <https://www.diu.mil/blue-uas-cleared-list>. Request for ETPs for non-Blue UAS systems can be found at <https://intelshare.intelink.gov/sites/cotsuasetp/SitePages/Home.aspx>.

f. UAS systems that are Army-Assigned, Bailed, Borrowed, Loaned, Leased, Owned, or otherwise authorized for operations by Army personnel, or after modification under Army contract must have an Air Worthiness Release (AWR). Army affiliated organizations must request an AWR through the System Readiness Directorate (SRD) at https://usarmy.redstone.devcom-avmc.mbx.amr-av-uas-sp@army.mil.

6. Recreational Use Policy. Recreational use of UAS on Fort Riley is strictly prohibited. Recreational UAS operators and/or hobbyists conducting off-installation flight activities are required by Public Law 112-95, Section 336, paragraph (a)(5) to notify the airport operator and control tower before flying within five miles of an airport. Recreational UAS operators desiring to fly off-post within five miles of MAAF must contact the appropriate Airfield Operations Office, MAAF at (785)-239-0893 prior to flight and provide the following information:

- a. Operator name and contact phone number.
- b. FAA registration number.
- c. Location of flight (Street address or Latitude /Longitude coordinates).
- d. Start time and planned duration of flight.

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e. Maximum anticipated altitude.

7. The Airfield Operations Office will notify the air traffic control tower of all proposed UAS flights within five miles as appropriate. The above information will be used to evaluate the potential safety impact on airport and air traffic control operations and to determine whether a NOTAM must be issued. Requests which pose a potential risk for airport operations shall be referred to the Installation AT&A Officer for air traffic safety considerations to determine if denial of the planned operation is necessary due to a specific safety objection.

8. Non-approved and suspicious UAS activities shall be promptly reported to the Directorate of Emergency Services Military Police desk at (785) 239-6767. Unauthorized use of UAS from within the installation may result in the loss of installation access privileges; forfeiture of equipment and any unauthorized recordings, photographs, or videos; adverse personnel action; and criminal prosecution under Federal or State law, as appropriate. UAS flight violations will be reported in accordance with AR 95-1, paragraph 2-13a(2).

9. The FAA is implementing many new policies for UAS operations and operators are encouraged to remain up to date with operating rules and requirements via the FAA website at <https://www.faa.gov/uas>. Additionally, the FAA recommends that UAS operators use Air Aware found at <https://www.aloft.ai/air-aware/>. This free application provides information on local airports, policy/regulatory changes and flight restrictions based on the user's global positioning system (GPS) location. For more information, the Academy of Model Aeronautics offers information and Chartered Club facilities where Remote Control Model Aircraft and UAS flight activities may be conducted. Information and local clubs can be found at <http://www.modelaircraft.org/>.

10. The point of contact for this policy is the installation Plans and Protection Officer, Mr. David G. Santos at (785) 239-6044 or david.g.santos.civ@army.mil.


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