



Unmanned Aircraft Systems (Drones) Policy

I. Purpose

A. This policy:

1. Defines the acceptable use of any unmanned aircraft systems, including drones and model aircraft, in, on, or above Maine Turnpike Authority (Authority) property.
2. Establishes an approval process and procedures for Authority employees and third parties working on behalf of the Authority to ensure safe and responsible operation of unmanned aircraft systems in, on, or above Authority property.

B. Adherence to this policy ensures compliance with all applicable laws, enhances safety, and preserves the security and privacy of Authority customers and employees.

II. This policy applies to:

A. All Authority employees operating unmanned aircraft systems (UAS), including drones and model aircraft, in any location as part of their Authority employment or as part of Authority activities; and

B. The operation by any third party working on behalf of the Authority of UAS or model aircraft on or above Authority property.

C. Any person operating or seeking to operate UAS in, on or above Authority property, including Authority employees and members of the public.

III. Definitions

A. An Unmanned Aircraft System (UAS) means an unmanned aircraft weighing more than 0.55 pounds (1/2 pound / 8.8 ounces) and less than 55 pounds on takeoff, including everything that is on board or otherwise attached to the aircraft that is not operated exclusively for recreational purposes.

B. A Model Aircraft is an aircraft weighing more than 0.55 pounds (1/2 pound / 8.8 ounces) and less than 55 pounds that is operated exclusively for recreational purposes.

IV. Policy Statement

A. The Authority will permit the use of UAS by Authority employees and third parties working on behalf the Authority for the purpose of conducting business for the Authority.

B. The Authority will not permit the use of model aircraft operated exclusively for recreational purposes.

C. The operation of UAS and model aircraft is regulated by the Federal Aviation Administration (FAA) and relevant state law.



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- D. This policy ensures compliance with those legal obligations and reduces risks to safety, security, and privacy.

V. Policy

- A. All employees and third parties must comply with FAA 14 Code of Federal Regulations Part 107 and FAA Advisory Circular 107-2 when conducting UAS operations on behalf of the Authority, including but not limited to:

1. Securing and guaranteeing relevant FAA licensing, and waivers/airspace authorizations required for Authority requested services; and
2. Operating in a manner that:
 - a. Preserves the safety, security, and privacy of people and structural integrity of Authority property at all times; and
 - b. Is in accordance with all relevant State of Maine Laws and Authority policies and procedures.

- B. Flight operations of any UAS or model aircraft over Authority property, and any flight operations of Authority sponsored or controlled UAS over lands not governed by the Authority shall require the prior filing and written approval of an operating plan with the Authority via the Manager of Toll Systems and ITS; and shall include but not be limited to:

1. Equipment to be used;
2. Dates, and times;
3. Location(s), including the residence or temporary populations therein;
4. Purpose(s) of the operation;
5. The identity of pilot(s) or other remote operator(s);
6. All forms of data (including imagery) to be collected;
7. Current status of any required licenses or permissions; and
8. Provisions for security of the equipment, both during and outside of operation, and of any sensitive data collected.

- C. For approval by the Authority for UAS use:

1. The Authority may modify a plan for approval in order to best meet Authority needs;



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2. The plan must be forthcoming and complete in its content;
 3. The envisioned operation must comply with applicable laws, government regulations, and other Authority policies;
 4. The envisioned operation must not pose an unacceptable threat to health, safety, privacy, or the environment, either in an absolute sense or compared to other methods of obtaining the desired information, and
 5. The envisioned operation must be judged by the Authority to be in the best interest of the public and the Authority.
- D. The operator of the UAS agrees to indemnify, defend and hold harmless the Authority and its officers, directors, employees, agents and consultants from and against all claims, actions, torts, costs, losses and damages for bodily injury (including sickness, disease and death) and property damage arising out of or relating to the use of the UAS, excepting only claims directly and solely caused by the negligence of the Authority. Damages covered include, but are not limited to, all Dispute resolution costs including court costs, attorney's fees and the fees of Engineers and Consultants, arbitrators and other professionals related to Dispute defense and preparations.
- E. In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable measures to avoid the invasion of areas normally considered private.
- F. Authority employees and third part operators must report crashes, injuries, property damage, or complaints related to use of UAS to the Authority as quickly as reasonably possible and no later 24 hours from the occurrence.

VI. Enforcement

- A. Persons operating an UAS on Authority property in violation of any applicable federal, state, or local law or regulation or in violation of Authority policies will be directed to cease operation of the UAS immediately, reported to the Maine State Police and the FAA, and subject to other legal action by the Authority.
- B. Authority employees operating UAS on Authority property in violation of any applicable federal, state, or local law or regulation or in violation of Authority policies will be subject to immediate discipline, up to and including termination of employment.
- C. Failure to comply with FAA regulations pertaining to UAS may result in civil or criminal penalties under federal law.