

UAV/CAMERA DRONE CONTRACTOR SAFETY, LOSS CONTROL & REGULATORY QUESTIONNAIRE

(Effective August 29, 2016)

CONTRACTOR CONTACT DETAILS

Name of Company: _____

Address: _____

Telephone Numbers: _____
Office: _____
Cell: _____

Manager Responsible for Safety: _____

Website address: _____

Name and position of contact person completing this form: _____

Above person's email address: _____

Above person's telephone numbers: _____
Office: _____
Cell: _____

Brief Description of UAV, Camera System, including UAV weight: _____

Brief Description of Services provided: _____

Number of Staff participating in this contract: _____

Proposed date(s) of operations: _____

1. Does Contractor plan on adhering to all regulations as set forth in the small UAV Operating Rules (Part 107)?

Is the proposed UAV less than 55 pounds?

Yes No

2. Does the intended operation require an FAA Certificate of Waiver (14 CFR Part 107) outside the scope of small UAV Operating Rules (Part 107)? If so, has Contractor secured such C.O.W.?

Yes No

Yes No N/A

3. Does Contractor maintain a Motion Picture and Television Operations Manual (MPTOM) approved by the FAA?

Yes No

4. Has Contractor written and does Contractor use a Standard Operating Procedure (including Pre-Flight checklist)?

Yes No

5. Does Contractor maintain a Flight Log?

Yes No

6. Does Contractor maintain a Maintenance Log?

Yes No

7. Has Contractor ever had insurance denied or cancelled?

Yes No

8. Does Contractor carry the required general liability insurance (min \$1 mm)? Contractor must be able to name TCU as additional insured on this policy.

Yes No

9. Does Contractor intend to use an F.A.A. Licensed Remote Pilot-In-Command?

Yes No

	<u>Remote Pilot(s)-In-Command Name(s)</u>	<u>Remote Pilot(s) Certificate Number</u>
1)	_____	_____
2)	_____	_____
3)	_____	_____

10. Have all proposed UAV Pilot-In-Command complete the FAA aeronautical knowledge test or online Part 107 training course?

Yes No

Comments: _____

11. Are the Remote Pilot(s)-In-Command assigned to this contract employees or independent contractors?

Employees Independent Contractors

12. Are Contractor's UAVs registered with the FAA? Registration required for all UAV's weighing between 0.55 lbs and 55 lbs.

Yes No

13. Please described Contractor's level of qualification and experience in similar operations (please feel free to attach additional information):

14. Does contractors use a visual observer for:

All Shoots Some Shoots No Shoots

15. Please provide information on your arrangements for reporting, recording and investigating accidents and incidents:

16. Has this Contractor or any company employee (including Pilots) been the subject of an FAA enforcement action?

Yes No

If yes, please provide details of any enforcement action including FAA license suspensions, reportable incidents or accidents.

17. Does Contractor belong to a recognized trade/industry association promoting education and safety in UAV operations?

Yes No

Organizations: _____

Other Information: _____

18. Is there any other information Contractor wishes to supply which you believe is relevant?

Yes No

Supporting information attached/enclosed?

Yes No

DECLARATION

I declare to the best of my knowledge that the information submitted is true and is an accurate account of the details requested.

Print Name _____

Title _____

Signature _____

Date _____

**Email completed form to Kim Adams,
vice chancellor of internal audit**

Email: kim.adams@tcu.edu

