### Certificate of Waiver or Authorization (COA) Application in FAADroneZone (CADZ) Screenshots shows the Public Test Environment

(slides 2 - 10 are Access information needed to authorize public users) (rest of the slides are screenshot of application creation and submission)

### Login Page for the FAA DroneZone

### https://faadronezone-access.faa.gov/#/



### Users sees Privacy Act Statement and agrees to it.

### Privacy Act. Statement Pop-up



User provide Name and email and validate the email to establish an account. Once the info. is submitted user verify the email by click on the email received in the inbox.

### Account FAADZ Account Creation

### **Create Account**

To register you must be 13 years of age or older.

Use a valid email address as you will need to verify your account.

#### \* Indicates a required field.

FIRST NAME*	Enter First Name
MIDDLE INITIAL	Enter Middle Initial
LAST NAME*	Enter Last Name
SUFFIX	Enter Suffix
EMAIL*	Enter Email
PASSWORD*	Enter Password
CONFIRM PASSWORD*	Enter Confirm Password

Password must be at least 8 characters in length and contain at least one upper case letter, one lower case

letter, one number, and one special character (e.g. !, @, #, %, etc.)



### CADZ Account Setup: Adding Services - Dialog box

An official website of the United States gove	rnment <u>Here's how you know</u>
🔕 United States Department of Transportation	
Federal Aviation Administration FAADroneZone	Contact Drone Events Hi, Chad j ▼ Log Out Recreational Flyers Certificated Remote Pilots Public Safety & Government Educational Institutions Where Can I Fly? UAS en Español
HOME / FAADRONEZONE SERVICES	
Т	FAADroneZone Services hank you for registering an FAADroneZone Access account. To proceed, simply add an FAADroneZone Service using the Add a Service option below.

### **CADZ Account Setup: Selecting** FAADroneZone Services Screen 2

Screen 1

Federal A Administi FAADrone	Add a Service Select a service and click the Add Service button below.	X Hi, Public * Log Out	Federal Aviation Administration FAADroneZone Recreational Flyers	Certificated Remote Pilots Public Safety & Govern	Contact Drone Events Hi, Public - Log Out
/ FAADRONEZONE SERV	Government, Public, and other Part 91 Civil Operators Certificate of Authorization Application in FAADroneZone (CADZ) This service is to submit a Certificate of Waiver or Authorization (COA)/Airspace Access Authorization (AAA) for the following entities: • Department of Defense Public Aircraft Operator (PAO) (COA/AAA) • Public Aircraft Operator (PAO) (In Development) • Civil Operator (44807 exemption or 44803(c) waiver) (In Development) • Type/Production Certificated Operator (In Development) • Special Flight Authorization (foreign aircraft) (In Development) Need help to determine if you can apply as a PAO or Part 91 Civil operator? •		F, Thank you for register FAADrone Government, Public, Part 91 Civil Operato Certificate of Authorization Ap FAADroneZone (CAD2) This service is to submit a Certifi Authorization (COA)/Airspace Ac (AAA) for the following entities: • Department of Defense Public (PAO) (COA/AAA) • Public Aircart Operator (PAC • Civil Operator (44807 exemp waiver) (In Development) • Type/Production Certificates Development) • Special Flight Authorization Development)	AADroneZone Servic ring an FAADroneZone Access account. To eZone Service using the Add a Service op and other rs pplication in ficate of Waiver or ccess Authorization blic Aircraft Operator O) (In Development) otion or 44803(c) ed Operator (In ((foreign aircraft) (In	CES o proceed, simply add an tion below.
	CANCEL ADD SERVICE		Need help to determine if you ca Part 91 Civil operator? › LAUNCH CADZ DASHBOARD	an apply as a PAO or	

## CADZ Account Setup: Selecting among Civil, Public and DOD CADZ

#### CADZ: Account Types

Select one of the following CADZ account types to complete your account setup.

#### PUBLIC

A Public Account is appropriate for any of the following:

 An aircraft used by the United States Government. (Reference 49 U.S.C. § 4010 2(a)(41)(A)).

An aircraft owned and operated by or exclusively leased for at least 90 continuous days by the government of a State, the District of Columbia or a territory or possession of the United States or a political subdivision of one of these governments. (Reference 49 U.S.C. § 40102(a)(41)(C) and (D)).

An aircraft that is owned or operated by or exclusively leased for at least 90 continuous days by an Indian tribal government. (Reference 49 U.S.C. § 40102(a) (41)(F)).

NOTE: An aircraft described in subparagraph (A), (B), (C), (D), or (F) of section 40102(a) (41) does not qualify as a public aircraft under such section when the aircraft is used for commercial purposes or to carry an individual other than a crewmember or a qualified non-crewmember.

SET UP PUBLIC ACCOUNT

#### Part 91 Civil Operator

- An aircraft operator requesting a COA that does not meet the above public aircraft definition.
- An unmanned aircraft that exceeds the maximum weight limit of Part 107 or your mission includes a non-waiverable rule.
- An aircraft operator needs to operate under the 44807 Exemption or 44803 (c) Waiver.
- An aircraft operator requesting a COA for Special Flight Authorization/Waiver, Special Airworthiness Certificate/Experimental Category or Type Certificate.

#### SET UP PUBLIC ACCOUNT

There will be one more selection on this screen for the Civil users

#### DEPARTMENT OF DEFENSE (DOD)

A DOD Account is appropriate for the following:

 Generally an unmanned public aircraft that is owned, operated or contracted by the Department of Defense, consistent with 49 U.S.C. section 40102(a)(41) and section 40125.

SET UP DOD ACCOUNT

# CADZ Account Setup: Submitting User Profile Data 1 of 2

#### ACCOUNT TYPE / PUBLIC USER PROFILE

\* Indicates a required field or that a selection is required.

#### **Public User Profile**

To register, complete the form below and click Complete Profile.

FIRST NAME Public	LAST NAME CADZ
PHONE* (202) 267-1234	PHONE EXT Enter Phone Ext
NAME OF PUBLIC ENTITY* TEST PUBLIC ENTITY	EMAIL public.cadz@gmail.com

ADDITIONAL DETAILS\* Provide details on why the account is being requested.

#### PAO REGULATIONS

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec et volutpat arcu. Aenean aliauam tempor dictum.

- Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec et volutpat arcu. Aenean aliquam tempor dictum.
- Mauris ac efficitur ipsum. Donec bibendum luctus bibendum. Suspendisse tempus suscipit mauris nec finibus.
- Vestibulum a massa dolor. Nullam purus velit, tincidunt a nisl eu, aliquam scelerisque tortor. Phasellus vehicula aliquam tortor ac vehicula.

55/15000 characters

## CADZ Account Setup: Submitting User Profile Data 2 of 2

roponent ini	ormation							
EMAIL*	public.cadz@gmail.co	m						
ADDRESS*	800 Independece				ADDRESS	Enter Apartment	t, Suite, or Unit	
CITY* E	nter City	STATI	E* Select	a St	ate 🗸	ZIP CODE*	Enter ZIP Code	
PHONE*	Enter Phone				PHONE EXT	Enter Phone Ext		
Applying as Fe	ed / Non-Fed Public E gasa federal	Oyes	NO		DRAFT PDL DOCUMENT	• Choose a fil	le	BROWSE
ARE YOU OPERATING ORGANIZATION?*	G AS A FEDERAL	Oyes	NO		DRAFT PDL DOCUMENT	Choose a fil	e art of your application	BROWSE
					size is limited to 20 MB. S	upported file format	s include: .doc, .docx, .	pdf
ARE YOU A CONTRA	CTOR FOR A PUBLIC ENTITY?*	YES	ONO		SIGNED AUTHORIZATION DOCUMENT*	N Choose a fil	e	BROWSE
					Include the signed autho status. File size is limited	rization from the pu to 20 MB. Supported	blic entity verifying you I file formats include: .	ır contractor loc, .docx, .po
					COMPLET			

Once proponent submit the info. gatekeeper is notified that a new account is requested.

### CADZ Account Setup: Pop-Up for Pending Approval Page

### Public Aircraft Operations (PAO) Account: Pending Approval Page (PUBLIC)

Х

Reference Number: 2023-PUB-00032

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Proin in consectetur enim. Vestibulum facilisis sodales mauris, a dapibus dui suscipit quis. Fusce malesuada nulla non eros suscipit lobortis. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Morbi vel elit tellus. Aliquam ac nunc eu tortor maximus tincidunt non non quam. Fusce a imperdiet tellus, vel vestibulum mauris. Integer vitae quam non orci varius volutpat in a mi. Fusce nisi velit, ultricies vitae commodo ut, semper at nisl. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Proin in consectetur enim. Vestibulum facilisis sodales mauris, a dapibus dui suscipit quis. Fusce malesuada nulla non eros suscipit lobortis. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Morbi vel elit tellus.

ОК

This page shows up when user submit user profile info data.

### CADZ Account Setup: Public User Dashboard Account Pending

PUBLIC USER DASHBOARD	
Public User Dashboard	
Inventory	
You currently do not l	have any registered UAS.
MANAGE UAS INVENTORY	
DOD COA/AAA Applications	
Applicants are encouraged to review the list of regulations subject to waiver and have this resource available when creating a COA Application:	
More information about Government, Public and Part 91 Civil unmanned aircraft     operations	
This application should only be used to apply for DOD COA/AAA in accordance with Title 49 USC 40102 (a) 41(A).	You currently do not have any COA Applications.

MANAGE PUBLIC AIRCRAFT COA APPLICATIONS

Proponent is unable to

create COA unless the

account is approved.

### Public Proponent User Dashboard



### Inviting and Managing New User to CADZ Approved Organization Account

- If a Public Aircraft Operators has the functionality in CADZ to invite and manage users.
- Once users is approved by the Gatekeeper, this user is able to invite other users within or outside the organization to create, submit and manage COAs.
- New users invited by the approved CADZ users does not go through the Gatekeeper review process.
- Only limitation is Entity Name cannot be edit, when creating a COA and submitting for approval.



### Inviting New User to CADZ

- In the Manage Users dashboard click "ADD USER" button.
- Invite New User screen pop-ups and request First Name, Last Name, Email and Role the new users will have.
- Two Roles are possible:
  - Admin Applicant Manager
  - COA Applicant Processor
- Admin Applicant Manager has functionality to include invite other users and manage them.
  - Edit user details allow the user to be upgraded or down grade to either COA Applicant Processor or Admin Applicant Manager.

CANCEL

- Deactivating user will prevent user from access to this organization unit in future.
- CAO Applicant Processors has all functionality of Admin
   Applicant Manage
   Deactivate User

* Ind	icates a required field or that a selection is required.
	Confirm that you want to deactivate this user's access to this CADZ account. You will be able to reinstate the user in the future

DEACTIVATE USER

Anage User

First Nam

OWING ITEMS 1 . 2 OF 2 TOTAL ITEMS

ORDER BY

Ascending

ADD USER

FIRST NAME

LAST NAME

EMAIL

ROLE

Provides the capab

CANCEL

 $\times$ 

nent and submission of Certificates of Authorization (COAs) and Airspace Access Authorizations (AAA

ahat Invitel Ise

**FDIT USER** 

dodcadz+acctsetupInviteUser@gmail.com

DEACTIVATE LISE

×

USER ROLE

COA Applicant

ATE JOINED

⊘ ACTIVE

3/23/202

Rahat Ali

USER ROLI

DATE JOINE

03/02/202

⊘ ACTIVE

FirstDOD

DOD04092024

dodcadz+04092024@gmail.com

COA Applicant Processor

COA Applicant Manager

**COA Applicant Processor** 

**UPDATE USER** 

PHONE (202) 267-8780

COA Applicant Manage

USER DETAILS

Edit User

Select a role to update the user's permissions

dodcadz+acctsetupDON@gmail.com

		Invite New User	×	Hi, Ra
I	Enter the info Indi	rmation below to invite a new user to join this organization. cates a required field or that a selection is required.		
FI	RST NAME*	FirstDOD		
V	AST NAME*	DOD04092024		
E	MAIL*	dodcadz+04092024@gmail.com		
R	DLE*	COA Applicant Processor 👻	- 1	
Pro	vides the cap	ability to manage UAS inventory and COA/AAA applications.		
	(	CANCEL INVITE USER		AL /

DOD USER DASH	BOARD / MANAGE USERS	
Manage	Users	
Invite users to	assist in your UAS inventory management and submission of Certificates of Authorization (COAs) and Airspace Access Authorizations (AAAs).	
$\odot$	FAA Notice dodcadz+04092024@gmail.com has been invited to join this organization.	×

### Adding New User to CADZ Approved Organization Account

- Enter the requested information.
- Select the correct role for new user.
- Notes below details the difference between the two roles.
- Click "INVITE USER".
- Email notification is sent to the user's email address to come and join your organization.



Federal Aviation Administration FAADroneZone

#### Hi First DOD04092024,

You have been invited by Rahat Ali (<u>dodcadz+acctsetupDON@gmail.com</u>) via the FAADroneZone to join the Certificate of Waiver or Authorization Application in DroneZone (CADZ) as a DOD authorized user for DON.

If you have an existing FAADroneZone account for another service, you will have to log in to your account. You will be able to view and accept your invitation on the FAADroneZone Services page.

If you do not currently have an FAADroneZone account, you will have to create a new account and then follow the instructions provided to activate your account. Once your account is activated and you log in, you will be able to view and accept your invitation on the FAADroneZone Services page.

To access your invitation, select the link below to the FAADroneZone.

#### Access invitation to join CADZ DOD authorized users for DON.

This invitation will expire in 1 day and will no longer display on the FAADroneZone Services page after this time.

For general inquiries or to request support with your account, please contact the <u>UAS</u> <u>Support Center</u>.

This is an automated email. Please do not respond directly.

## Email Notification

- User as to click on "Access invitation to join CADZ DOD authorized users for <u>DON</u>"
- Under line text will change depending on, which organization is the requested user part of. Such as USAF, OSD, AFRL....etc.

### Invited User Creating New Account

- Next, user has to create a new account with that exact email address to which the invitation was sent.
- Click "CREATE ACCOUNT"
- Email is sent to confirm the new account. Click on "Verify Account", to verify the email.

Account	

Create

To register you must be 13 years of age or older. Use a valid email address as you will need to verify your account.

Indicator a required field

maleates a requirea neta.	
FIRST NAME*	FirstDOD
MIDDLE INITIAL	Enter Middle Initial
LAST NAME*	DOD04092024
SUFFIX	Enter Suffix
EMAIL*	dodcadz+04092024@gmail.com
PASSWORD*	
CONFIRM PASSWORD*	••••••

Password must be at least 8 characters in length and contain at least one upper case letter, one lower case letter, one number, and one special character (e.g. !, @, #, %, etc.).



### New User Joining the Invited Entity

- Go to <u>https://access-test.dz.faa.gov/</u>
- Login with the email and password
- User will be taking the FAADroneZone Invitations page, where will have the option to click "ACCEPT".
- User acknowledges that by accepting this invitation, "...all other CADZ organization will be cancelled."



### Invited User Dashboard

- When the invited user login, who has a role of COA Applicant Processor will have access to all functionality except to Manager User, such as invite new user, Edit user details, or to Deactivate a user.
- User is able to createnew COA Application and submit.
- User





### Creating a COA

### 11 Total Public Aircraft COAs 3 Drafts \_\_\_\_\_\_ 1 Submitted \_\_\_\_\_\_ 5 Under Review \_\_\_\_\_\_



CREATE PUBLIC AIRCRAFT COA APPLICATION



#### Reference Number: 2023-DRAFT-00000439 Last Updated Date: 01/18/2024

\* Indicates a required field or that a selection is required.

### From Dashboard, or COA Applications page, clicking Create COA Application opens the Contacts & Declarations page. This is the first half of the screen

#### **COA** Title

Brief description of the operating location (e.g. Agency Name Operation at Bolling AFB).

COA TITLE\* TEST of UAS Inventory fields

### **Proponent Information**

Entity performing this operation.

ENTITY NAME	DON		EM	AIL*	email@dod.gov
ADDRESS*	800 Independence A	ve. SE	ADI	DRESS	Enter Apartment, Suite, or Unit
CITY*	Washington	STATE* Dist	rict of Colu	ımbi 💙	ZIP CODE* 20591
PHONE*	(202) 267-8780		PH	ONE EXT	Enter Phone Ext

### Point of Contact Information

Point of contact for the operation.

FIRST NAME*	First	LAST NAME*	Last
PHONE*	(202) 267-1234	PHONE EXT	Enter Phone Ext
EMAIL*	email@dod.gov		

### Public Aircraft Operations (PAO) Requirements:

To conduct a public aircraft operation, a public entity must satisfy several criteria in accordance with the statute. (Reference 49 U.S.C. § 40102(a)(41) and § 40125)

7. Confirmation

- The public agency must be an entity of a state government, a political subdivision of a state government, or another government entity. (Reference 49 U.S.C. § 40102(a)(41))
  - a. In your public declaration letter, please cite to the state law recognizing the entity as the state government, political subdivision (such as a town or city), or other government entity as allowed by the statute.
- Identify whether the government entity is seeking authorization for an owned or leased aircraft. (Reference 49 U.S.C. § 40102(a)(41)(C) and/or (D))
- 3. An unmanned aircraft operation may not be flown for a commercial purpose – the government entity cannot charge for or get reimbursement for any part of the operation (no compensation or hire). Your public declaration letter should indicate that you understand this provision. (Reference 49 U.S.C. § 40125(b))
- Each flight as a PAO must have a "governmental function" as described in the statute. (Reference 49 U.S.C. § 40125(a)(2)):
- a. "Governmental function" means an activity undertaken by a government, such as national defense, intelligence missions, firefighting, search and rescue, law enforcement, . . . aeronautical research, or biological or geological resource management.

### Updated Declarations questions for Public Proponents only.

Bottom half of the Contacts & Declarations page showing Declarations

THE AP	PLICANT DECLARES IT IS A GOVERNMENT OR UNIT OF GO	VERNMENT OF THE UNITED STATES, A UNIT OF THE ARMED FORCES, A STATE, THE DISTRICT OF COLUMBIA, A TERRITORY OR POSSESSI
THE UN	NITED STATES, A POLITICAL SUBDIVISION OF ONE OF THESE	: GOVERNMENTS, OR AN INDIAN TRIBAL GOVERNMENT AS DEFINED UNDER 42 USC § 5122.*
the Ai (A) or	PPLICANT CERTIFIES THAT IT IS AN ENTITY OF THE R (B). $^{*}$	UNITED STATES GOVERNMENT AND THAT THE OPERATION WILL MEET THE REQUIREMENTS OF 49 USC § 40102 (a)(4
THE APF (C) OR (I STATE LE	PLICANT CERTIFIES THAT IT IS AN ENTITY OF A STATE GOVE (D). OPERATION OF LEASED AIRCRAFT MUST MEET THE REC EVEL ENTITY QUALIFIED TO MAKE THE DETERMINATION AI	RNMENT, A POLITICAL SUBDIVISION OF A STATE GOVERNMENT, OR ANOTHER GOVERNMENT ENTITY DESCRIBED IN 49 USC § 40102(a) QUIREMENT OF 49 USC § 40125(a)(41)(D). SUCH CERTIFICATION MUST BE MADE IN WRITING BY THE STATE ATTORNEY GENERAL OR O ND MUST BE ACCEPTED BY THE FAA. *
THE AP SUCH C	PLICANT CERTIFIES THAT IT IS AN ENTITY OF AN INDIAN TF CERTIFICATION MUST BE MADE IN WRITING BY THE TRIBAL	RIBAL GOVERNMENT, AS DEFINED IN 42 U.S.C. 5122 AND AS DESCRIBED IN 49 USC § 40102(a)(41)(F), OPERATING AN UNMANNED AIR( LATTORNEY OR OTHER TRIBAL ENTITY QUALIFIED TO MAKE THE DETERMINATION AND MUST BE ACCEPTED BY THE FAA. *
THE API 40125).	PLICANT CERTIFIES THAT ALL FLIGHTS MADE UNDER THE A .*	AUTHORITY REQUESTED WILL BE CONDUCTED IN ACCORDANCE WITH THE LIMITATIONS OF THE PUBLIC AIRCRAFT STATUTE, 49 USC §
THE API OR COV IMPRIS DEFINE	PLICANT ACKNOWLEDGES THAT: WHOEVER IN ANY MATTE VERS UP BY ANY TRICK, SCHEME, OR DEVICE A MATERIAL F. ONED NOT MORE THAN 5 YEARS, OR IF THE OFFENSE INVO ED IN 18 USC § 1001, 3571).*	ER WITHIN THE JURISDICTION OF ANY DEPARTMENT OR AGENCY OF THE UNITED STATES KNOWINGLY AND WILLFULLY FALSIFIES, CONC ACT, OR WHO MAKES ANY FALSE, FICTITIOUS, OR FRAUDULENT STATEMENTS OR REPRESENTATIONS, OR ENTRY MAY BE FINED OR OLVES INTERNATIONAL OR DOMESTIC TERRORISM (AS DEFINED IN 18 USC § 2331), IMPRISONED NOT MORE THAN 8 YEARS OR BOTH (
ANY INF The Rel <u>http://</u>	FORMATION THAT IS UPLOADED TO THIS WEBSITE IS BOUN LEASE OF YOUR INFORMATION. IF YOU DO NOT CONSENT WWW.FOIA.GOV/.*	VD BY THE FREEDOM OF INFORMATION ACT (FOIA) AND MAY BE RELEASABLE. THIS REQUIRES COMPLIANCE WITH FOIA AND CONSEN TO THE RELEASE OF YOUR INFORMATION YOU MUST CONTACT US FOR FURTHER GUIDANCE. FOR MORE INFORMATION, PLEASE VISIT
	Disagree and return to	Agree to items A – G, Save
	previous page	and Proceed

Clicking Save & Proceed opens step 2: Operation Details. This is the first half of the page

PAO DASHBOARD / COA APPL	ICATIONS / COA APPLICATIO	N						
1. Contacts & Declarations	2. Operation Details	3. Flight Area/Plan	4. UAS Platform	5. Aircrew &	& Surveillance	6. Attachments & Revie	ew <b>7.</b> 0	Confirmation
Reference Number: 2022-DRAFT-000 Last Updated Date: 10/17/2022 * Indicates a required field o	nooppa r that a selection is require	d.						
Operation Deta	ils							
Operation Type								
START DATE* Mo	nth 💙 🗸		END D	ITE*	lonth 🗸	• •		$\rightarrow$
Dates cannot be in the past.								
VFR OPERATION*	O YES O NO	IFR OPERATION*	Οy	:s O NO	DAY OPE	RATION*	Oyes	O NO
An aircraft conducting flight in acc (VFR).	ordance with Visual Flight Rules	An aircraft conducting (IFR).	n flight in accordance with	Instrument Flight Rules	Those ope before the converted	rations that take place between of evening civil twilight, to local time.	een morning as published	civil twilight and I in the Air Almanac,
NIGHT OPERATION*		⊖ yes ⊖ no	LIGHT	OUT OPERATION*		0	YES C	ОмО
Those operations that take place b twilight, as published in the Air Aln	netween the end of evening civil tw nanac, converted to local time.	vilight and the beginning of mon	ning civil Are thos for such safety to	missions that take plac operations will need to a that of an aircraft appro	ce with an aircraf address how the opriately equippe	ft who are not in compliance Pilot in Command (PIC) will p ed.	with 14 CFR § provide an eq	91.209. Approval uivalent level of

Need Attachment button: Operations Details that show means of compliance with 14 CFR 91.209.



This is the bottom half of step2:	Operational Summary / Special Circum	nstances							
Operation Details.	OPERATIONAL SUMMARY / SPECIAL CIRCUMSTANCES*	Enter Operational	Summary / Special Circum	stances					
	0/15000 characters.								
	Nearest Airport / Class of Airspace								
	NEAREST AIRPORT* Enter Nearest Airport		CLASS OF AIRSPACE*	CLASS "A"	CLASS "B"	CLASS "C"	CLASS "D"	CLASS "E"	CLASS "G"
	Three or four character Airport Identifier		On Airport W	/ithin Controll	ed Airspace	Blanke	t Class G		
			This box is only to be ch	eck marked if majo	rity of your operatio	n will be conducted	l on the airport within	controlled airspace.	
			BACK	SAV	/E & PROCEED		Added ti	his for Public an	d Civil

### Clicking Save & Proceed opens step 3: Flight Area/Plan



Add a Predefined Area, Waypoints, Areas, or Flight Paths to indicate the proposed location of your operation. Predefined Area information is not required if you add a Waypoint, Area, or Flight Path using the tools provided below. You must save changes to your COA before navigating away from this page or closing the browser window.

#### Predefined Area

Predefined Area information is not required if you add a Waypoint, Area, or Flight Path using the tools provided below.

CITY Denver		COUNTY	Enter County	STATE	Colorado	~
AREA OF RESPONSIBILITY (AOR)	Enter Area of Responsibility (AOR)					
<ul> <li>Map Entry</li> </ul>						

### Drawing Flight Operation Area on

Map Clicking Save & Proceed opens step 3: Flight Area/Plan



Selecting Add Waypoint, Area, or Flight Path expands this section

dd Waypoint, Area, or Flight Path		TYPE*	Select a Flight Plan Type	~
elect the flight plan type to add a flight plan to this COA.	CAN	CEL	Select a Flight Plan Type Waypoint Area Flight Path	
	CAN	CEL	Area Flight Path	

# Adding Flight Operation using Latitude and Longitude

Clicking Save & Proceed opens step 3: Flight Area/Plan

> Manually added coordinated are displayed in the map show prior.

light Operatio	ns Flight Paths					ADD FLIGH	
Add Flight ( Select the flight of A Flight Path required	Operation peration type (waypoint, area, or flight j	oath) to add to this COA.			Type*	Flight Path	~
DEGREES*	MINUTES* SECONDS* 55 15	DIRECTION*	Longitude DEGREES* 10	MINUTES* 55	SECONDS* 18	DIRECTION*	$\otimes$
Latitude DEGREES* 10	MINUTES* SECONDS* 57 15	DIRECTION*	Longitude DEGREES*	MINUTES* 57	SECONDS* 20	DIRECTION*	$\otimes$
FLOOR 10	00 [feet AGL V]	CEILING 400	feet AGL	. •	PERATION NAME*	TEST FLIGHT PATH	Ð
		CAI	ADD FLI	GHT PATH			
TYPE	LATITUDE / LONGITUDE \$	FLOOR\$	CEILING #	OPERATION N/	AME \$	RADIUS NM \$	ACTIONS
Area	View Details	500 feet AGL	1000 feet AGL	TEST OPS AF	REA 1		:
Waypoint	10° 15' 58" N / 10° 15' 55			TEST Mnaua	al additiona		:
		B/	ACK SAVE&I	PROCEED			

### Adding UAS platform

Step 4. Adding UAS Platform to the COA application. If no UAS platform is added, notice is displayed and request that the user add at least one UAS to the inventory.



From Inventory page - Clicking on Add UAS opens this page.

Add the details need for 1. UAS identification section. Once all fields are filled Click Save & Proceed to go to next section.

There are total 5 section in UAS inventory fields that needs to be filled.



#### PUBLIC USER DASHBOARD / INVENTORY

Add details to 2. Performance Characteristic section, then click Save & Proceed to next section 3.



ADD UAS

#### PUBLIC USER DASHBOARD / INVENTORY

### UAS Inventory

A

Next, add the details need in 3. Avionics Equipment section of UAS inventory. Once filled, click Save & Proceed to section 4.



ADD UAS

Next, add the details need in 4. Miscellaneous Items section of UAS inventory. Once filled click Save & Proceed to section 5.

ory			
4. Miscellaneous Items			
Loss of Link Capabilities			
ACTIVATION TIME* Enter Activation Ti	me seconds		
OPTIONS* AUTONOMOUS	D PROGRAMMABLE GROU	ND DPROGRAMMABLE AIRBORNE	OTHER
ALTITUDE*  MAINTAIN CURRENT ALTITUDE	CLIMB	IF LINK RE-ESTABLISHED*	
ATTACH DOCUMENT(S) FOR LOSS OF LINK CAPABILITIES	S AS PART OF THE UAS* during loss of link.		ADD ATTACHMENT
ights			
LANDING*	⊖ yes     ⊖ no	ANTI-COLLISION*	⊖ yes
POSITION/NAVIGATION*	⊖ yes ⊖ no	INFRARED (IR)*	⊖ yes ⊂ no
Spectrum Analysis			
DATA LINK*	⊖ yes     ⊖ no	CONTROL LINK*	⊖ yes     ⊖ no
OPERATIONS UTILIZING RADIO CONTROL (R/C) AS DESCRIBED	IN TITLE 47 CFR 95 (LEGACY MODEL AIRCRAFT)*		⊖ yes ⊂ no
ATTACH SPECTRUM ANALYSIS DOCUMENT (IF AIRCRAFT A Spectrum Analysis Document is from the Federal Comm (NTIA)	'IS USING LICENSED SPECTRUM) nunications Commission (FCC) or National Telec	communications and Information Administration	ADD ATTACHMENT

Next, add the details need in 5. Communication and Surveillance section of UAS inventory.

IAS Inventory				ADD UAS
5. Communications and Surv	eillance			×
UAS ATC Communication Capabil	ity (Two-Way	/ Voice Ca	pability installed on the aircraft)	
Transmitter				
VERY HIGH FREQUENCY (VHF)*	⊖ YES	ONO		
ULTRA HIGH FREQUENCY (UHF)*	⊖ yes	ONO		
HIGH FREQUENCY (HF)*	⊖ yes	ONO		
Receiver				
VHF*	⊖ YES	ONO		
UHF*	⊖ yes	ONO		
HF*	⊖ YES	ONO		
Guard Emergency Frequencies				
VHF*	⊖ YES	ONO		
UHF*	⊖ yes	ONO		

#### PUBLIC USER DASHBOARD / INVENTORY

Continue adding details needed in 5. Communication and Surveillance section of UAS inventory.

Once filled click Save & Proceed to review section of the Add UAS.

LIC USER DASHBOARD / INVENTORY				
AS Inventory				
Instantaneous Two-way Voice Method				
DIRECT TO PILOT*	⊖ yes ⊖ no	SATELLITE COMMUNICATION (SATCOM)*	O YES	NO
INSTANTANEOUS TWO-WAY VOICE METHOD*	⊖ YES ⊖ NO			
Electronic Surveillance				
Onboard Aircraft				
ELECTRO-OPTICAL/INFRARED*	⊖ YES ⊖ NO	WEATHER/ICING DETECTION*	O YES	NO
FORWARD OR SIDE LOOKING CAMERAS*	⊖ yes ⊖ no	TERRAIN DETECTION*	O YES	NO
ONBOARD RADAR*	⊖ yes ⊖ no	ELECTRONIC DETECTION SYSTEMS*	⊖ YES ⊖	NO
Ground Based				
RADAR OBSERVATION (ATC, ETC.)*	⊖ YES ⊖ NO			
Aircraft Performance Recording				
Onboard Aircraft				
FLIGHT DATA RECORDING*	VOICE RECORDING*	O YES O NO CONTROL STATION RECORDIN	G* OYES O	NO



### Review all 5 sections of UAS Inventory

### Once reviewed click Submit UAS

JAS Inventory			4
A FAA Notice Return to the COA application c	urrently in progress.		
Instantaneous Two-way Voice Method DIRECT TO PILOT Yes	SATELLITE COMMUNICATION (SATCOM) Yes	INSTANTANEOUS TWO-WAY VOICE METHOD	
Electronic Surveillance			
Onboard Aircraft ELECTRO-OPTICAL/INFRARED No	WEATHER/ICING DETECTION Yes	FORWARD OR SIDE LOOKING CAMERAS	
TERRAIN DETECTION Yes	ONBOARD RADAR No	ELECTRONIC DETECTION SYSTEMS Yes	
Ground Based RADAR OBSERVATION (ATC, ETC.) Yes			
Aircraft Performance Recording			
Onboard Aircraft FLIGHT DATA RECORDING Yes	VOICE RECORDING Yes	CONTROL STATION RECORDING Yes	





Outline Control Con Contact Hi, Public 🔻 Log Out Federal Aviation Administration Public Aircraft Operations (PAO) FAADroneZone PUBLIC USER DASHBOARD / INVENTORY UAS Inventory ADD UAS FAA Notice Х Α Return to the COA application currently in progress.  $\times$ FAA Notice  $\oslash$ Pro was added to your inventory. SEARCH SHOWING ITEMS 1 - 2 OF 2 TOTAL ITEMS. MANUFACTURER # MODEL \$ LAST UPDATED+ SERIAL NUMBER # NICKNAME \$ ACTIONS ÷ Sony S1 12/06/2023 Autel Pro 12/06/2023 U.S. DEPARTMENT OF TRANSPORTATION **GET IMPORTANT INFO/DATA REVIEW DOCUMENTS** LEARN ABOUT NEXTGEN VISIT OTHER FAA SITES Federal Aviation Administration Accident & Incident Data Aircraft Handbooks & Manuals Next Generation Air Transportation Airmen Inquiry 800 Independence Avenue, SW System (NextGen) Airport Data & Information Portal Airport Diagrams Airmen Online Services Washington, DC 20591 (ADIP) NextGen Today 866.835.5322 (866-TELL-FAA) Aviation Handbooks & Manuals N-Number Lookup Contact Us Charting & Data NextGen Programs and Resources Examiner & Inspector FAA Mobile Performance Reporting and Benefits Flight Delay Information FAA Guidance FAA Safety Team Supplemental Type Certificates Performance Reports & Plans Frequently Asked Questions Type Certificate Data Sheets (TCDS)

Once the UAS is added to the inventory UAS is not editable or removable. User can decide which UAS gets added to the COA.

Click on "Return to the COA application in progress." to go back to the application and continue working on it.



Step 4. Click "Add to Operation". This will add the selected UAS to the Operation.

#### 2024-UAS-00000288 - TEST MAN - TEST Model 1: TEST UAS

Remove UAS from Operation

Once the UAS is added. User is required to update the UAS Specific UAS Parameters section. This section, requires information specific to the operation that will take place user the UAS(s) added.

	1. UAS Identification					
• 3. Avionics Equipment         • 4. Miscellaneous Items         • 5. Communications and Surveillance         Operation Specific UAS Parameters         CRUISE SPEED*       Enter Cruise Speed         KIAS       OPERATING ALTITUDE*         LAUNCH METHOD(S) DURING OPERATION*         Enter Description of Launch Method(s) During Operation         Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.         PercovERY METHOD(S) DURING OPERATION*         Enter Description of Recovery Method(s) During Operation	2. Performance Characterist	ics				
• 4. Miscellaneous Items         • 5. Communications and Surveillance         Operation Specific UAS Parameters         CRUISE SPEED*       Enter Cruise Speed         KIAS       OPERATING ALTITUDE*         Enter Operating Altitude       Mail         LAUNCH METHOD(S) DURING OPERATION*       Enter Description of Launch Method(s) During Operation         Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.       0/13         RECOVERY METHOD(S) DURING OPERATION*       Enter Description of Recovery Method(s) During Operation	3. Avionics Equipment					
S. Communications and Surveillance          Operation Specific UAS Parameters                 CRUISE SPEED*             Enter Cruise Speed             KIAS                 DPERATING ALTITUDE*             Enter Operating Altitude                 LAUNCH METHOD(S) DURING OPERATION*          Enter Description of Launch Method(s) During Operation                 Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.                 RECOVERY METHOD(S) DURING OPERATION*          Enter Description of Recovery Method(s) During Operation	4. Miscellaneous Items					
Operation Specific UAS Parameters         CRUISE SPEED*       Enter Cruise Speed       KIAS       OPERATING ALTITUDE*       Enter Operating Altitude       Image: Cruise Speed       Imag	5. Communications and Sur	veillance				
CRUISE SPEED*       Enter Cruise Speed       KIAS       OPERATING ALTITUDE*       Enter Operating Altitude         LAUNCH METHOD(S) DURING OPERATION*       Enter Description of Launch Method(s) During Operation       Image: Comparison of Launch Method(s) During Operation       0/13         Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.       0/13         RECOVERY METHOD(S) DURING OPERATION*       Enter Description of Recovery Method(s) During Operation	eration Specific UAS Paran	neters				
LAUNCH METHOD(S) DURING OPERATION*         Enter Description of Launch Method(s) During Operation         Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.         0/15         RECOVERY METHOD(S) DURING OPERATION*         Enter Description of Recovery Method(s) During Operation	UISE SPEED*	Enter Cruise Speed	KIAS	OPERATING ALTITUDE*	Enter Operating Altitude	feet MSL
Possible launch methods include, but are not limited to, handheld, ground, pneumatic, hydraulic, bungee assisted.       0/15         RECOVERY METHOD(S) DURING OPERATION*       Enter Description of Recovery Method(s) During Operation	UNCH METHOD(S) DURING OPERATIC Iter Description of Launch Method(s) I	N <sup>★</sup> During Operation				
RECOVERY METHOD(S) DURING OPERATION* Enter Description of Recovery Method(s) During Operation	ible launch methods include, but ar	e not limited to, handheld, ground, pn	eumatic, hydraulic, bungee assist	ed.		0 / 15000 character
	COVERY METHOD(S) DURING OPERAT Iter Description of Recovery Method(s	ION* ) During Operation				

Possible recovery methods include, but are not limited to, parachute systems, Nexus Drone Recovery System, and map services.

0/15000 characters

Also, user is required to add the details for the following sections, include any attachment as required to support information required.:

Loss of Communication Procedures.

Lost Link/Mission Procedures

Emergency and Contingency Procedures

Once all fields are filled click Save & Proceed to section 5 of the application – Aircrew & Surveillance.

During a loss of communication			
BETWEEN OBSERVER AND PIC, PIC WILL USE*	Cell Phone 👻	TO REESTABLISH COMMUNICATION, PIC WILL USE*	Direct Voice 👻
BETWEEN PIC AND ATC, PIC WILL USE*	Direct Voice 👻	TO REESTABLISH COMMUNICATION, PIC WILL USE*	Direct Voice 👻
During a loss of visual sight with UAS			
PIC WILL CONTACT*	Observer -	PIC WILL USE*	Direct Voice -
ATTACH LOST LINK PROCEDURES DOCUMENT(S) TO I Include attachments documenting the Lost Link Proced	NCLUDE A CHECKLIST •		ADD ATTACHMENT
ATTACH LOST LINK PROCEDURES DOCUMENT(S) TO I Include attachments documenting the Lost Link Proced st Link/Mission Procedures Document(s) is required.	NCLUDE A CHECKLIST •		ADD ATTACHMENT
ATTACH LOST LINK PROCEDURES DOCUMENT(S) TO I Include attachments documenting the Lost Link Proced st Link/Mission Procedures Document(s) is required. mergency and Contingency Procedures	NCLUDE A CHECKLIST *		ADD ATTACHMENT
ATTACH LOST LINK PROCEDURES DOCUMENT(S) TO I Include attachments documenting the Lost Link Proced at Link/Mission Procedures Document(s) is required. mergency and Contingency Procedures ATTACH EMERGENCY AND CONTINGENCY PROCEDUR Include attachments documenting the Emergency and C	NCLUDE A CHECKLIST * ures associated with the operation. ES DOCUMENT(S) TO INCLUDE A CHECKLIST *	ion.	ADD ATTACHMENT
ATTACH LOST LINK PROCEDURES DOCUMENT(S) TO I Include attachments documenting the Lost Link Proced at Link/Mission Procedures Document(s) is required. mergency and Contingency Procedures ATTACH EMERGENCY AND CONTINGENCY PROCEDUR Include attachments documenting the Emergency and a	NCLUDE A CHECKLIST * ures associated with the operation. ES DOCUMENT(S) TO INCLUDE A CHECKLIST *	ion.	ADD ATTACHMENT



If there are multiple UAS needed to be submitted as part of the application. User clicks on the breadcrumbs on top of the page. Click on 4. UAS platform ad add other UAS as needed then Save & Proceed to section 5 of the application.

\* Indicates a required field or that a selection is required.

#### **UAS Platform**

Select which UAS Platform(s) will take part in this operation. At least one UAS is required to save and proceed. You will be required to add additional operation-specific UAS details. You must save changes to your COA before navigating away from this page or closing the browser window. Add a UAS to your inventory.

Eligible UAS <sup>(1)</sup>								
SEARCH Search Eligible UAS								
SHOWING ITEM 1 OF 1.								
REFERENCE NUMBER \$	MANUFACTURER +	MODEL +	NICKNAME \$		AIRCRAFT TYPE =	LAST UPDATED 🔻	ACTIONS	
2024-UAS-00000288	TEST MAN	TEST Model 1	TEST UAS		Fixed Wing	08/05/2024	Added to the Operation	
UAS Participating in the Operation* At least one UAS is required.								
▶ 2024-UAS-0000028	38 - TEST MAN - TEST	Model 1: TEST UAS				Re	move UAS from Operation	
			ВАСК	SAVE & PROCEED				



DESCRIPTIONS

Selecting Save & Proceed opens step 5: Aircrew & Surveillance. This is part 1 of 3 of this page

DESCRIPTIONS

YES ONO **VES** ONO DOD CERTIFIED / TRAINED\* DOD CERTIFIED / TRAINED\* ONO ONO OTHER CERTIFIED TRAINING\* OTHER CERTIFIED TRAINING\* **VES** YES Selecting Save & Proceed opens step 5: TRAINED ON FAR PART 91 REQUIREMENT\* ONO ONO YES TRAINED ON FAR PART 91 REQUIREMENT\* **VES** Surveillance. This is MEDICAL CERTIFICATION CLASS Select an option if applicable MEDICAL CERTIFICATION CLASS ~ Select an option if applicable ~ part 2 of 3 of this page FAA or DOD Equivalent. FAA or DOD Equivalent. CURRENCY STATUS Enter Currency Status Descriptions CURRENCY STATUS Enter Currency Status Descriptions DESCRIPTIONS\* DESCRIPTIONS\* Describe how the pilot meets the medical qualification. 0/15000 characters Describe how the observer meets the medical qualification. 0/15000 characters Enter Duty Time Restrictions Enter Duty Time Restrictions DUTY TIME RESTRICTIONS\* DUTY TIME RESTRICTIONS\* Describe what duty time restrictions the pilot have (e.g. required break time per 0/15000 characters Describe what duty time restrictions the observer have (e.g. required break time 0/15000 characters operational hours of flight). per operational hours of flight).

Aircrew &

	MULTIPLE UAS CONTROLLED BY SINGLE OPERATOR*	O <sub>YES</sub> O <sub>NO</sub>		MULTIPLE UAS OBSERVED BY SINGLE OBSERVER*	OYES	ONO
Selecting Save & Proceed opens step 5: Aircrew & Surveillance. This is part 3 of 3 of this page	MULTIPLE UAS CONTROLLED Enter Mitigation Plan for Single Operator Contro DESCRIPTION	Iling Multiple UAS.		MULTIPLE UAS OBSERVED DESCRIPTION Enter Mitigation Plan for Single Observer Obse	rving Multiple	UAS.
	0/15000 characters		o	0/15000 characters		
	MAX NUMBER OF UAS Enter Maximum Number of UAS Controlled. CONTROLLED BY SINGLE OPERATOR			MAX NUMBER OF UAS OBSERVED Enter Maximum Number of UAS Observed. BY SINGLE OBSERVER		
	Visual Surveillance					
	Visual Observer(s)					
	AIRBORNE VISUAL OBSERVER (CHASE AIRCRAFT)*	Oyes Ono		AIRBORNE DETECT AND AVOID*	Oyes	ONO
	GROUND BASED VISUAL OBSERVER*	O <sub>YES</sub> O <sub>NO</sub>		GROUND BASED DETECT AND AVOID*	Oyes	O <sub>NO</sub>
	VISUAL OBSERVATION FROM ONE OR MORE GROUND SITES*	O YES ONO				
		BACK		SAVE & PROCEED		





### Selecting Submit COA opens step 7: Confirmation.

