

CHAPTER 3
PERSONNEL SELECTION AND REQUIREMENTS

TABLE OF CONTENTS

<u>QUALIFICATIONS AND SELECTION</u>	3-3
General.....	3-3
Selection.....	3-3
<u>SELECTION CRITERIA, QUALIFICATIONS, AND RESPONSIBILITIES</u>	3-3
Small Unmanned Aircraft Systems Division Coordinator.....	3-3
Small Unmanned Aircraft Systems Remote Pilot in Command.....	3-4
Small Unmanned Aircraft Systems Remote Training Pilot.....	3-4
Visual Observer.....	3-5
Safety Officer.....	3-5
<u>REMOTE PILOT TESTING FEES</u>	3-5

THIS PAGE INTENTIONALLY LEFT BLANK

CHAPTER 3

PERSONNEL SELECTION AND REQUIREMENTS

1. QUALIFICATIONS AND SELECTION.

a. General. Both uniformed and nonuniformed CHP employees shall be considered eligible for selection.

(1) Employees may only participate in Small Unmanned Aircraft Systems (sUAS) remote pilot in command (RPIC) duties as authorized by their Division.

(2) With the exception of Multidisciplinary Accident Investigation Team personnel, only uniformed employees may participate in law enforcement related missions.

(3) The Division commander may assign multiple sUAS Division coordinators based on the number of participating sUAS employees and Division geographical coverage.

b. Selection. Selection of sUAS Division coordinators, RPIC, and remote training pilots is the responsibility of the Division commander.

(1) Visual Observers. Visual Observers (VO) should be formally trained in Special Weapons and Tactics (SWAT) and Warrant Service Team (WST) operations or may be chosen ad hoc and properly briefed by the RPIC.

(2) Safety Officers. Safety Officers should be formally trained for SWAT and WST operations or may be chosen ad hoc and properly briefed by the RPIC.

2. SELECTION CRITERIA, QUALIFICATIONS, AND RESPONSIBILITIES.

a. Small Unmanned Aircraft Systems Division Coordinator. The sUAS Division coordinators shall meet the following qualifications:

(1) Possession of a current Federal Aviation Administration (FAA) remote pilot certificate under FAA, Title 14, Code of Federal Regulations (CFR), Part 107 with an sUAS rating in compliance with minimum requirements.

(2) Knowledge of local, state, and federal regulations; FAA waivers; certificates of authorization; and other applicable rules and regulations.

(3) Knowledge of the responsibilities and authority of the RPIC.

(4) If not a departmental sUAS remote pilot course, completion of an initial sUAS training course approved by the Office of Air Operations (OAO).

(a) Failure to complete the initial training in a timely manner or maintain proficiency in any of the above requirements will result in removal from the sUAS program by OAO.

b. Small Unmanned Aircraft Systems Remote Pilot in Command. The RPIC is responsible for operating and maintaining sUAS that are assigned to the Division or Area. The sUAS RPIC shall meet the following qualifications:

(1) Possession of a current FAA remote pilot certificate under FAA, Title 14 CFR, Part 107 with a sUAS rating in compliance with minimum requirements.

(2) Knowledge of local, state, and federal regulations; FAA waivers; certificates of authorization; and other applicable rules and regulations.

(3) Knowledge of the responsibilities and authority of the RPIC.

(4) Completion of an initial sUAS departmental training, and skills and knowledge testing approved by OAO.

(a) Failure to complete the initial training in a timely manner or maintain proficiency in any of the above requirements will result in removal from the sUAS program by the OAO.

c. Small Unmanned Aircraft Systems Remote Training Pilot. The training pilot is responsible for sUAS pilot training and any other sUAS training as directed by OAO. The sUAS remote training pilot shall meet the following qualifications:

(1) Possession of a current departmental sUAS RPIC certification.

(2) Training pilots shall not be on probation or interim reporting.

(3) Possession of a level of sUAS piloting proficiency, as determined by the Division coordinator, that will enable the applicant to satisfactorily complete departmental sUAS instructor training.

(4) Possession of a level of sUAS piloting and instructor proficiency, as determined by the Division coordinator, that will enable the applicant to satisfactorily train new remote pilot candidates, remote pilot coordinators, and visual observers.

(5) Knowledge of local, state, and federal regulations, FAA waivers, certificates of authorization, and other applicable rules and regulations.

(6) Knowledge of the responsibilities and authority of the RPIC.

(7) Completion of an initial sUAS instructor departmental training program approved by OAO.

(a) Failure to complete the initial training in a timely manner or maintain proficiency in any of the above requirements will result in removal from the sUAS program by OAO.

NOTE: At the discretion of OAO, instructor training can be received from another departmental sUAS remote training pilot.

(8) Training pilots are required to participate in specialized training approved by OAO.

d. Visual Observer. The VO interacts with the RPIC and maintains visual observation of the sUAS in flight.

(1) The VO may be selected by the RPIC and a preflight briefing from the RPIC shall be performed prior to a mission.

(2) The RPIC shall perform a preflight briefing prior to any SWAT or WST operation.

e. Safety Officer. Due to the level of distraction associated with operating an sUAS, a safety officer should be utilized during missions where there is a heightened threat to officer safety (e.g., search for a suspect, threat of weapons).

(1) The safety officer is responsible for providing security for the RPIC and VO.

(2) The safety officer shall be uniformed personnel on unsecured scenes and should not be the RPIC or VO.

(3) The safety officer should be focused on situational awareness on the ground and should not visually monitor the flight of the sUAS.

3. REMOTE PILOT TESTING FEES.

a. Employees who are selected as a RPIC, and are required to maintain a valid sUAS remote pilot certificate as a condition of continued participation as their

command's RPIC, may be reimbursed for the amount of the biannual testing fee. Reimbursement will be in accordance with Highway Patrol Manual 11.1, *Administrative Procedures Manual*, Chapter 2, *Travel Advances and Expense Claims*.

b. Employees shall not claim reimbursement for additional costs incurred due to failure of the written and/or examination fees for licensing prior to participation in the departmental sUAS program.

c. Reimbursement shall be the responsibility of the command. Available funding may limit the number of RPICs in a command; therefore, RPICs that choose to fund their own remote pilot certificate may be considered for RPIC positions with the understanding they will not be reimbursed.