



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

800 Independence Ave., SW.  
Washington, DC 20591

**OCT 31 2011**

Mr. Patrick Egan

Do not rush through life.  
Pause and enjoy it.

Sacramento, CA 95818

Re: Freedom of Information Act (FOIA) Request 2011-9526

This letter responds to your September 13, 2011, Freedom of Information Act (FOIA) request seeking "the charter for the Unmanned Aircraft Systems ARC (UAS ARC); the membership list with employer affiliations; and an explanation of the purpose, goal, expectation, product, and committee timeline".

A search was performed in Flight Technologies and Procedures Division (AFS-400), enclosed are 6 pages of records responsive to your request.

If you owe fees for the processing of this request, an invoice containing the amount due and payment instructions will be enclosed.

Sincerely,



Leslie H. Smith  
Manager, Flight Technologies and Procedures Division

Attachments:

UAS ARC Charter

UAS ARC Membership List

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION**

Effective Date: JUN 17 2011

SUBJ: Unmanned Aircraft Systems Aviation Rulemaking Committee

---

1. **Purpose of This Charter.** This charter establishes the Unmanned Aircraft Systems Aviation Rulemaking Committee (UASARC) according to the Administrator's authority under Title 49 of the United States Code (U.S.C.), section 106(p)(5).
2. **Audience.** This charter applies to members of the UASARC, including members of aviation industry, employees within the Office of the Associate Administrator for Aviation Safety; Aircraft Certification Service, Flight Standards Service, and the Office of Rulemaking; and, employees within the Air Traffic Organization's (ATO) Operations Business Unit; Mission Support Services.
3. **Where You Can Find This Charter.** You can find this charter on the Federal Aviation Administration (FAA) Web site at <http://www.faa.gov/about/committees/rulemaking>.
4. **Background.** The FAA has committed to integrating unmanned aircraft systems (UAS) operations as part of the implementation of the Next Generation Air Transportation System (NextGen). Given this commitment, significant issues exist with industry dynamics; new technologies; new aircraft types/capabilities and configurations as well as current operations; airspace use; airports; infrastructure; economics; and the environment. These complex issues mandate a comprehensive review of existing regulatory criteria and guidance materials. Where existing criteria and guidance are inadequate or nonexistent, there will be a requirement to develop and implement new regulatory criteria and the guidance material needed by all stakeholders. Issues under review include:
  - a. Expeditious development of UAS criteria and standards (as required).
  - b. Implementation of non-rulemaking UAS National Airspace System (NAS) access and procedure improvements.
  - c. Facilitating the maximum or ideal use of modern technologies including communication, navigation, and surveillance capabilities in use by today's manned aircraft.
  - d. Integrating UAS into the NAS while supporting the reduction of risks identified by the Commercial Aviation Safety Team.

e. Evolving technologies and potential equipment upgrades to provide increased operational and safety benefits that may not be realized unless a practical means is established to prioritize, direct, and facilitate new criteria and implementation.

f. In concert with the International Civil Aviation Organization (ICAO) UAS Study Group and other international organizations, harmonizing certification, operations, procedures, and standards to support and facilitate the global aspects of aviation operations and unmanned aircraft production.

5. **Objectives and Scope of the Committee.** This committee will provide a forum for the U.S. aviation community to discuss, prioritize, and resolve issues, provide direction for U.S. UAS operational criteria, support the NextGen Implementation Plan, and produce U.S. consensus positions for global harmonization. The general objectives and scope are to:

a. Develop the means to continue integration of UAS with manned NAS operations that address safety, capacity, and efficiency objectives consistent with global aviation.

b. Coordinate the resolution of any comments on related proposed rulemaking.

c. Develop and recommend to the FAA draft advisory circular language and a strategy, process, and schedule for the integration of UAS into the NAS.

d. Develop and recommend to the FAA updated guidance material, notices, handbooks, and other relevant materials for UAS operations.

e. Make recommendations, including rulemaking and additional tasking, to the Administrator through the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer.

6. **Committee Procedures.**

a. The committee provides advice and recommendations to the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer. The committee acts solely in an advisory capacity.

b. The committee will discuss and present information, guidance, and recommendations that the committee considers relevant to disposition issues. Discussion will include, but is not limited to, the following:

(1) Operational objectives, recommendations, and requirements.

(2) Airworthiness criteria and means of compliance to meet the operational objectives.

- (3) Recommendations for rulemaking necessary to meet objectives.
- (4) Guidance material and the implementation processes.
- (5) Global harmonization issues and recommendations.
- (6) Documentation and technical information to support recommendations.
- (7) Formation and oversight of specialized work groups to research, document, and make recommendations on specific, assigned topics.

c. The committee's task will focus on the operational approval standards, operating procedures, complete aircraft system capability, and guidance material required for UAS operations. Attention will be given to position, navigation and timing, control link/data communication and operations, surveillance issues, and air traffic management. The committee will develop a work plan for each task or issue and an implementation plan for each recommendation, considering related activities being undertaken by other committees. The committee will recommend timelines based on the complexity and priority of its recommendations. Recommendations should take the form of documented issue resolutions, recommended policy decisions, draft guidance material, or proposed rulemaking, as needed. The committee will develop and propose specific implementation planning and processes to ensure that recommendations meet these objectives. The committee will provide reports with written recommendations to the Administrator through the Associate Administrator for Aviation Safety and the ATO Chief Operating Officer, as appropriate.

## **7. Organization and Administration.**

- a. The FAA will set up a committee representing the various parts of industry and Government. The committee may set up specialized work groups that will include at least one committee member and invited subject matter experts from industry and Government, where necessary.
- b. The Associate Administrator for Aviation Safety will have the sole discretion to appoint members or organizations to the committee. The committee will consist of members of the aviation community, including the public and/or other Federal Government entities representative of various viewpoints. The FAA will provide participation and support from all affected lines of business.
- c. The Associate Administrator for Aviation Safety and the ATO Chief Operating Officer will receive all committee recommendations and reports. The Associate Administrator for Aviation Safety, at her discretion, determines when and how the committee recommendations and reports of the ARC are released to the public. The Associate Administrator for Aviation Safety, through the Flight Standards Service, will be responsible for providing administrative support for the committee.

d. The Associate Administrator for Aviation Safety is the sponsor of the committee and will select an industry chair from the membership of the committee. Also, the Associate Administrator will select the FAA-designated representative for the committee. Once appointed, the chair will:

- (1) Determine, in coordination with the other members of the committee, when a meeting is required. Although a quorum is desirable at committee meetings, it is not required.
- (2) Arrange notification to all committee members of the time and place for each meeting.
- (3) Draft an agenda for each meeting and conduct the meeting.
- (4) Arrange for minutes of committee meetings to be taken.

8. **Committee Membership.**

a. The committee will consist of approximately 15 members, selected by the FAA, representing aviation associations, industry operators, manufacturers, employee groups or unions, other Government entities, and other aviation industry participants.

b. The membership will be balanced in points of view, interests, and knowledge of the objectives and scope of the committee. Each member or participant on the committee should represent an identified part of the aviation community and have the authority to speak for that part. Membership on the committee will be limited to promote discussions. Active participation and commitment by members will be essential for achieving the committee objectives and for continued membership on the committee. The committee may invite additional participants as subject matter experts to support specialized work groups.

9. **Cost and Compensation.** The estimated cost to the Federal Government for the UASARC is \$500,000 annually. Non-Government representatives serve without Government compensation and bear all costs related to their participation on the committee.


10. **Public Participation.** Persons or organizations that are not members of this committee and are interested in attending a meeting must request and receive approval in advance of the meeting from the committee chairperson or the designated Federal representative.

11. **Availability of Records.** Consistent with the Freedom of Information Act, Title 5, U.S.C., section 522, records, reports, agendas, working papers, and other documents that are made available to or prepared for or by the committee will be available for public inspection and copying at the FAA Flight Standards Service, 800 Independence Avenue, SW, Washington, DC 20591. Fees will be charged for information furnished to the public according to the fee schedule published in Title 49 of the Code of Federal Regulations, part 7.

12. **Public Interest.** Forming the UASARC is determined to be in the public interest to fulfill the performance of duties imposed on the FAA by law.

13. **Effective Date and Duration.** This committee is effective upon issuance. The committee will remain in existence for a term of 36 months, unless sooner terminated or extended by the Administrator.

14. **Distribution.** This charter is distributed to the director level in the Office of the Associate Administrator for Aviation Safety; the Office of the Chief Counsel; the Office of the Associate Administrator for Airports; the Air Traffic Organization; and the Office of the Assistant Administrator for Policy, International Affairs, and Environment.

  
J. Randolph Babbitt  
Administrator

JUN 17 2011

Date

<b>Organization</b>	<b>Name</b>
New Mexico State University	Steve Hottman, Assoc Dean/Dep Dir
National Institute of Justice	Mike O'Shea - Program Manager
Northrop Grumman	Greg Loegering
General Atomics	Charles Sternberg
Insitu/Boeing	Paul McDuffee
AeroVironment	Ted Wierzbanski
AAI	Jeff Brody
Lockheed Martin	Bruce Wright
Honeywell	Randy Hartman
Rockwell-Collins	Dave Vos
Raytheon	JC Lede
GE	Craig Hoover
AOPA	Heidi Williams
ALPA	Mark Reed
National Business Aviation Association (NBAA)	Bob Lamond
Air Transport Association (ATA)	George Ingram
MITRE	Dave Hamrick
JPDO	Dr. Catherine Harrison
PBFA (DoD)	Steve Pennington
NASA	Ed Waggoner
DHS	John Stanton
General Atomics	R. Scott Dann
FAA	Paul Fontaine
FAA	Les Smith
FAA	Susan Cabler
FAA	Kathy Abbott
FAA	Dennis Roberts
FAA	JoAnn Ford
FAA	Gary Michel
FAA	Danielle Rinsler
FAA	Richard Prosek