



GDOT Publications Policies & Procedures

Form Word: DOT1903 - GDOT UAS Preflight Check Form

Section: Intermodal Programs

Office/Department: 3ADMINISTRATION

Reports To: oCOMSR CHIEF ENGINEER

Contact: 404-631-1000

[See Below.](#)

GDOT UAS PREFLIGHT CHECK FORM

First flight of the day Checklist:

- ☐ Ensure the aircraft is free of visible defects.
 - ☐ Complete aircraft assembly per Manufacturer's Manual.
 - ☐ Ensure fasteners and parts are secure.
 - ☐ Ensure batteries are fully charged.
 - ☐ Check mission planning documents; ensure paperwork is complete and up-to-date.
- Pilot Name: _____
- Date: _____
- Time of Flight: _____
- Location: _____

Pre-Flight Checklist:

- ☐ Identify the flight crew members including the operator and the visual observer/s (if any) and ensure each member awareness of their mission role and responsibility.
- ☐ Establish and brief personnel on area of operation, launch/recovery zones, mission plan.
- ☐ Establish and brief personnel on contingency plans, failsafe point, and flight termination procedures.
- ☐ Ensure area is clear of non-participating spectators and hazards.
- ☐ Check that wind and weather are within acceptable operational limits.
- ☐ Power on system and check link.
- ☐ Complete Manufacturer's Manual preflight checklist.

Launch Checklist:

- ☐ Position sUAS at launch point and establish personnel at designated locations.
- ☐ Verify personnel are prepared; verify cleared surrounding area and airspace.
- ☐ Ensure all communication links are established and in a reliable working condition
- ☐ Initiate launch sequence per Manufacturer's Manual.
- ☐ Perform control maneuvers to ensure sUAS functionality and performance.

Landing Checklist:

- ☐ Line up UAS for landing.
- ☐ Execute safe recovery sequence per Manufacturer's Manual and site-specific approach/recovery pattern.

Shut Down / Secure Checklist:

- ☐ Unplug and remove UAS battery/batteries.
- ☐ Store batteries in a safe manner.
- ☐ Disassemble aircraft for transport or prepare for next flight.
- ☐ Complete post-flight documentation.

References:

[Click here to enter Policy references, if any.](#)

History:

added Time of Flight and Location, annual review: 06/04/19;

new form: 11/07/17

Reviewed: 6/4/2019