



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

MEMORANDUM CIRCULAR 23-18

TO : ALL AIRCRAFT OPERATOR/ELT OWNERS AND PROVIDERS
FROM : CAPTAIN JIM C. SYDIONGCO
SUBJECT: REGISTRATION OF ELT
DATE : 25 JUNE 2018

In reference to PCAR 7.8.5 requiring all aircraft except those specified under 7.8.5 (b) to be equipped with 406MHz ELT (Emergency Locator Transponder), you are hereby required to register your ELT with the Philippine Aeronautical Rescue Coordination Center (PARCC).

COSPAS-SARSAT System provides distress alert and location information to search and rescue (SAR) services throughout the world for aviation, maritime and land users in distress. It detects distress signals from beacons that operate at 406MHZ.

The International 406 MHz Beacon Registration Database (IBRD) is provided by COSPAS-SARSAT. The IBRD provides information of the ELT solely for SAR services.

Philippine Aeronautical Rescue Coordination Center (PARCC) of the Civil Aviation Authority of the Philippines is the National IBRD Point of Contact for the Philippines.

Updating of ELT registration is every two years. Any change of information ownership must be informed to PARCC before the new owner can register the ELT.

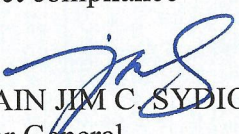
In this regard, you are required to register and update your ELT with PARCC. Registration form is available thru CAAP website or PARCC office. It is free of charge and will be used solely for SAR services.

For any questions regarding ELT registration, contact:

PHILIPPINE AERONAUTICAL RESCUE COORDINATION CENTER
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
2/F SAR/ALS Room, Air Traffic Management Center (ATMC)
Ninoy Aquino Avenue corner MIA Road, Pasay City
Telephone Number: (632)-6727705
Cellphone number : (63917)-6502302
Email address: caaphil.rcc@gmail.com

All memoranda in conflict herewith are hereby rescinded.

For strict compliance


CAPTAIN JIM C. SYDIONGCO
Director General



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

DATA NAME	DESCRIPTION	MANDATORY INPUT
1. BEACON OWNER INFORMATION		
PURPOSE	Whether new registration, renewal, change of ownership	YES
STATUS	Indicate if the beacon is sold, there is a change of ownership, lost, stolen, adrift, or on lease. For sold or on	YES
15-Hex ID	The 15-hexadecimal characters found on the label affixed on the beacon. It contains numbers 0-9 and	YES
Owner Name	Beacon owner name, company or government agency. If personal use, provide name in the order of Last, First, Middle	YES
Owner Address	information in the order of: Street, City, Country, Postal code or PO. Box	
Owner email	Beacon owner email address	
Owner Phone Number	Include all phone numbers of beacon owner and specify the type (home, office, mobile, fax, etc.)	YES
2. AIRCRAFT INFORMATION		
Aircraft type	Specify type of engine (helicopter or single engine propeller or single engine jet or multiple engine propeller or multiple engine jet)	YES
Aircraft manufacturer	Name of the manufacturer of the aircraft	
Aircraft model	Manufacturer's name for the model of the aircraft (preferably in ICAO Code)	
Aircraft Color	Description of the color of the aircraft starting with the most visible	YES
Aircraft Operator	Aircraft owner or operator or for air carrier, the aircraft operating agency	YES
Radio Equipment	available radio equipment on the aircraft. Choose all applicable and specify other radio equipment, if any.	YES
Deployable Survival Craft or Equipment	Type and number of deployable survival craft or equipment	
Fixed Survival Craft/ Equipment	Type and number of fixed survival craft or equipment.	
Aircraft overall length	total length of aircraft in feet	
Aircraft capacity	Maximum number of person the aircraft can accommodate, both crew and passenger)	



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Aircraft nationality	Aircraft nationality of registration	YES
Aircraft registration number	Registration number unique to an aircraft	YES
Aircraft 24-bit Address	24-bit address of aircraft expressed in 6 hexadecimal address in 0-9, A-F	
Additional information	Any additional information that may be useful for SAR service. Please upload picture of aircraft. Include any PLB used in conjunction with the ELT.	YES
3. ELT INFORMATION		
Manufacturer	Name of beacon manufacturer	YES
Model Number	Model name of the beacon	YES
C-S type approval number	COSPAS-SARSAT Beacon type approval number. Item can be provided by IBRD whenever possible	
Activation Method	Beacon activation method	
Homing Device	Frequency or type of homing device used.	
Additional Beacon information	Any other information on the beacon that maybe useful such as the s/n. Please also upload, photo of the beacon with the 15- hex id written on the beacon	YES
4. 24-HOUR EMERGENCY CONTACT INFORMATION		
Primary 24-Hr emergency contact	Name of person available as 24-hr primary point of contact	YES
Primary contact address	Street, city, province, country, postal code or P.O. box of the 24-hr primary point of contact.	YES
Primary Contact Telephone number	home and work telephone numbers of 24-hr primary point of contact	YES
Primary contact cellphone number	Mobile number of the 24-hr primary point of contact	YES
Alternate 24-hr emergency contact	Name of secondary 24-hr point of contact	YES
Alternate 24-hr contact telephone number	home and work telephone numbers of 24-hr secondary point of contact	YES
Alternate 24-hr contact cellphone number	Mobile number of the 24-hr secondary point of contact	YES



Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

GUIDELINES FOR ELT 406MHZ REGISTRATION

1. ELT IS MANDATORY FOR ALL PHILIPPINE REGISTERED AIRCRAFT EXCEPT THOSE SPECIFIED UNDER PCAR ITEM 7...
2. REGISTRATION TO IBRD THRU PARCC IS LIKEWISE MANDATORY.
3. REGISTRATION IS FREE OF CHARGE AND WILL BE USED ONLY FOR SAR PURPOSES.
4. FORM IS AVAILABLE THRU CAAP WEBSITE OR THRU PARCC.
5. FORM MUST BE SUBMITTED TO PARCC THRU EMAIL IN EXCEL OR PDF FORMAT.
6. FOR MULTIPLE ELT REGISTRATION, FILL-UP 1 ELT REGISTRATION FORM COMPLETELY. FOR THE SUCCEEDING ELT REGISTRATIONS, FILL-UP THE 15 HEX 1D AND THE ITEMS DIFFERENT FROM THE FIRST REGISTRATION FORM.
7. FOR FOREIGN REGISTERED ELT OR AIRCRAFT, PLEASE REGISTER. WE WILL INPUT THE INFORMATION FOR SAR PURPOSES IN THE PARCC DATABASE ONLY AS WE REGISTER ONLY PHILIPPINE REGISTERED ELT AND AIRCRAFT IN THE IBRD.
8. FOR ANY STATUS OR NATIONALITY CHANGE OF ELT, FILE REVISION USING SAME REGISTRATION FORM IMMEDIATELY.
9. REGISTRATION MUST BE RENEWED EVERY TWO YEARS UNLESS DETAILS IN THE FORMS IS REVISED. REGISTRATION MORE THAN TWO YEARS WILL BE TAKEN OUT OR PUT TO ARCHIVE.
10. PROPER MAINTENANCE OF YOUR BEACON IS IMPORTANT. REFER TO YOUR BEACON USER MANUAL. PLEASE READ THIS LINK ON BEACON MAINTENANCE: <https://cospas-sarsat.int/en/beacon-ownership/beacon-maintenance>
11. PLEASE DO NOT DISPOSE YOUR ELT AS SPECIFIED IN THE USER MANUAL. REMEMBER TO TAKE OUT THE BATTERIES BEFORE DISPOSAL.
12. PLEASE FOLLOW THE COSPAS-SARSAT HANDBOOK ON BEACON REGISTRATION FOR TESTING PROCEDURE (PAGES 5-6), THE EXERPT IS ATTACHED WITH THIS PAGE [https://cospas-sarsat.int/images/stories/SystemDocs/Current/S.007 - Issue 2.pdf](https://cospas-sarsat.int/images/stories/SystemDocs/Current/S.007_-_Issue_2.pdf). ANY TEST INVOLVING YOUR BEACON (ELT OR THE ADDITIONAL PLB), PLEASE INFORM PARCC.