



Republic of the Philippines  
Department of Transportation and Communications

## **CIVIL AVIATION AUTHORITY OF THE PHILIPPINES**

1300 MIA Road, Pasay City, Metro Manila

CIVIL AVIATION AUTHORITY  
OF THE PHILIPPINES  
CERTIFIED XEROX COPY  
(NOT VALID WITH ERASURES/ALTERATION)

*W/29/12*  
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CONCHA R. FAYLOGA  
Records Officer II  
Central Records and  
Archives Division

**IMPLEMENTING GUIDELINES OF MEMORANDUM**  
**CIRCULAR NO.08-11, dated 2 August 2011**

**TO :** ALL AIRPORT AUTHORITIES/OPERATORS

**FROM :** THE DIRECTOR GENERAL  
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

**SUBJECT :** Guidelines In The Implementation Of UNHAMPERED  
ACCESS to All Airport Authorities/Operators' Aircrafts,  
Aerodrome, Ramps, Hangar and Facilities by Authorized  
CAAP-Safety-Inspectors

The Civil Aviation Authority of the Philippines (CAAP) was created by virtue of Republic Act Number 9497, entitled 'the Civil Aviation Authority Act of 2008', and took effect on 23 March 2008. Section 38 of Republic Act Number 9497, provides that xxx Right of Access for Inspection.

(a) The Director General or his authorized representative shall be authorized access to civil aircraft, including aerodromes, without restriction wherever they are operated within the Philippines for purposes of ensuring that those aircraft are airworthy and being operated in accordance with this Act, regulations issued under this Act, and applicable ICAO Annexes.

(b) The Director General or his authorized representative shall be authorized access to civil aircraft registered in the Philippines without restriction wherever they are operated in the world for the purposes of ensuring that these aircraft are airworthy and are being operated in accordance with this Act and applicable regulations and directives.

(c) The Director General or his authorized representative shall be authorized access by the Philippine air operators at any place and any time to conduct any tests or inspections in their facility or offices in order to determine that those operations are conducted in accordance with this Act and applicable regulations and directives.

(d) The Director General or his authorized representative shall be authorized access to any aerodromes, whether privately or government-owned, to conduct inspections or evaluation of the facilities therein in order to determine that its operations are conducted. xxx

**To prevent delays or refusal of entry, establish credible identifications of CAAP-Safety-Inspectors, and in order to ensure compliance with RA 9497, particularly Section 38 thereof, the following guidelines and directives are hereby promulgated:**

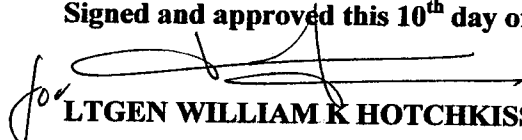
- 1) All Airport Authorities/Operators down to security and operations personnel should ensure that duly-authorized CAAP-Safety-Inspectors, in the performance of their regular and official functions, avail unhampered and unrestricted access to aircrafts, aircraft engines and propellers, ramps, aerodromes, hangars, offices, files, documents and all aviation-related facilities, objects, documents and items within their areas of

jurisdiction, subject to reasonable conditions and circumstances imposed;

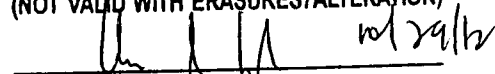
- 2) All duly-authorized CAAP-Safety-Inspectors shall at all times prominently display their official CAAP Identification Cards, a complete list with photo and machine-copy of which is provided in Annex "A" hereof for your reference, and submit your person, belongings and identification card/s for regular or random inspection as maybe required by security personnel of Airport Authorities/Operators when seeking access to security-controlled areas of the airport authorities/operators' premises;
- 3) All duly-authorized CAAP-Safety-Inspectors, in the performance of their official functions and while within the premises of Airport Authorities/Operators, must at all times wear their prescribed vests, with the words "DOTC-CAAP INSPECTOR" prominently displayed at the back of the vest, a sample of which is provided in Annex "B" hereof for your reference;
- 4) Violations of this Memorandum Circular by any person shall be liable under Sections 81, 82, and 83 of R.A. No. 9497, and related administrative rules and regulations; and
- 5) Unless covered by a 'Special Agreement or Access Card' similar to Ninoy Aquino International Airport Authority, this Memorandum Circular covers Mactan-Cebu, Clark, and Subic International Airport Authorities including government and privately-owned domestic aerodromes and helipads.

All orders and/or memoranda in conflict herewith are hereby rescinded. This Memorandum Circular shall take effect immediately.

Signed and approved this 10<sup>th</sup> day of October 2012, CAAP, Pasay City.

  
for **LTGEN WILLIAM K HOTCHKISS III (Ret)**

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