



MEMORANDUM CIRCULAR 09-10

**APPOINTMENT OF THE CAAP'S PLACEHOLDER ON THE STATES  
RUNWAY SAFETY PROGRAM SEMINARS/WORKSHOPS AND  
PREVENTION OF RUNWAYS INCURSIONS**

Date: February 26, 2010

**Objective**

This Memorandum Circular is intended to provide all Services and Divisions within the Civil Aviation Authority of the Philippines (CAAP) and all Aviation Organizations embraced by Annexes 2, 11, 13, and 14, Procedures for Air Navigation Services – Air Traffic Management (PANS-ATM; Doc 4444) and Procedures for Air Navigation Services – Aircraft Operations (PANS-OPS Doc 8168), with the information on the Official Appointment of the Aerodrome and Air Navigation Safety Oversight Office (AANSOO), as the Placeholder of the State's Runway Safety Programme Seminars and Workshops including Prevention of Runway Incursions, which is mandated to provide assistance to Aircraft Operators, Pilots and Pilot's Association, Air Traffic Services Providers and Air Traffic Controllers, Aerodrome Operators and vehicle drivers, and all Stakeholders who may want to avail of the Runway Safety Seminar/Workshop and/or Consultancy necessary in the establishment and implementation of a Runway Safety Program within their respective Organization.

**Background**

Consistent with the powers and functions of the Director General as provided for under Sec 35 Ch. VII of RA 9497 to enforce the provisions of the rules and regulations of the Act, the Director General is likewise responsible to abide by and implement the provisions of the International Civil Aviation Organization (ICAO) Standards and Recommended Practices, of which among others, is the implementations of measures on the prevention of runway incursions such as the establishment of the State's Runway Safety Office or a Safety Management Steering Committee, Safety Standards, enhanced Operational Procedures and Education and Awareness Campaign, involving Runway Safety Seminars and Workshops to be conducted in each Airport, not only to establish their Local Runway Safety Team, but also to raise the safety awareness of all Stakeholders in CAAP, airside workers, aircrew, as well as other industry Partners as contained in ICAO Annexes 2, 11, 13, and 14, PANS-ATM Doc 4444, PANS-OPS Doc 8168 and Doc 9870.

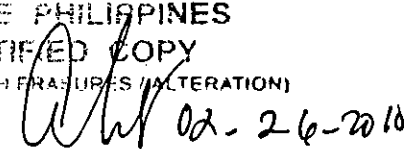
**General Procedures**

1. Organizations mentioned above may address queries to  
MR. INNOCENCIO T. YNCIERTO  
Chief, ANSOO  
Civil Aviation Authority of the Philippines  
MIA Road, Pasay City Metro Manila 1301

2. Mr. Yncierto shall then reply to the query, taking into consideration the recommendation of the AANSOO Runway Safety Team.

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

  
AIDA S. ROMULO  
Chief, Central Records Section

  
RUBEN F. CIRON, PhD  
Director General