



Republic of the Philippines
Department of Transportation and Communications
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
Office of the Director General

MEMORANDUM CIRCULAR NO.: 53-13 Series of 2013

ALL : ALL CONCERNED

FROM : THE DIRECTOR GENERAL

**SUBJECT : AMENDMENTS TO THE PHILIPPINE CIVIL AVIATION
REGULATION (PCAR) PART 9 – 9.2.2.2/IS: 9.2.2.2
MANAGEMENT PERSONNEL REQUIRED FOR COMMERCIAL AIR
TRANSPORT OPERATIONS**

REFERENCE:

1. Philippine Civil Aviation Regulations Part 9
2. EU Official Journal L254/1

NEW REGULATION:

Inserted text

PCAR PART 9.2.2.2

- (b) (7) Director of Cabin Crew Services

PCAR PART 9 IS: 9.2.2.2

(k) The minimum qualification for the Director of Cabin Crew Services are:

- (1) Had at least three (3) years experience as an operating cabin crew member
- (2) Has completed appropriate course covering the following as a minimum:

(i) Pre-flight briefing:

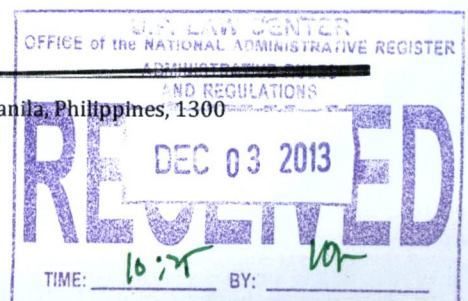
- (A) operating as a crew,
- (B) allocation of cabin crew stations and responsibilities,
- (C) consideration of the particular flight, including aeroplane type, equipment, area and type of operation, and categories of passengers with particular attention to disabled, infants and stretcher cases, and

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- (ii) Crew Resource Management (CRM):
 - (A) discipline, responsibilities and chain of command,
 - (B) importance of coordination and communication,
 - (C) pilot incapacitation, and
 - (iii) Review of operator's requirements and legal requirements:
 - (A) passenger safety briefing, safety cards,
 - (B) securing of galleys,
 - (C) stowage of cabin baggage,
 - (D) electronic equipment,
 - (E) procedures when fuelling with passengers on board,
 - (F) turbulence,
 - (G) documentation, and
 - (iv) human factors and crew resource management, and
 - (v) accident and incident reporting, and
 - (vi) flight and duty time limitations and rest requirements.
- (3) Holds or must have held a Cabin Crew License.

EFFECTIVITY CLAUSE:

These amendments shall be added to the PCAR Part 9, series of 2011 and shall take effect immediately and supersede any other memoranda, regulations and directives in conflict with these regulations after compliance with the requisite single newspaper publication and a copy filed with the U.P. Law Center – Office of the National Administrative Register.

So Ordered. Signed this 22 day of NOV 2013, CAAP, Pasay City.



LT GEN WILLIAM K HOTCHKISS III AFP (RET)

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Handwritten signature and date: 11-28-2013

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