



FEB 12 2024

MEMORANDUM

**TO : AERODROME OPERATOR / CLUSTER MANAGERS /
AREA MANAGERS**

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

**SUBJECT : SUBMISSION OF AERODROME EMERGENCY PLAN (AEP) AND
DISABLED AIRCRAFT REMOVAL PLAN (DARP)**

This Memorandum describes the Civil Aviation Authority of the Philippines (CAAP) Regulatory Policy for the submission of Aerodrome Emergency Plan (AEP) and Disabled Aircraft Removal Plan (DARP) in accordance with the requirement of the Manual of Standards for Aerodromes (MOS) Section 10.8 and Section 10.7.3.

The main objective of this memorandum is for the Aerodrome Operator / Cluster Managers / Area Managers to have an Aerodrome Emergency Plan (AEP) to cope with an emergency occurring at the aerodrome or in its vicinity, and to ensure a timely and effective response to an emergency, particularly in respect of saving lives and maintaining aircraft operations. Also, to have Disabled Aircraft Removal Plan (DARP) to ensure continuity of airport operation as part of the Aerodrome Emergency Plan (AEP) and to update the designated DARP Coordinator in the AIP.

In line with this, you are hereby directed to submit your approved AEP, DARP, and designated DARP Coordinator reflected in the AIP of your respective aerodromes. These shall be submitted to this Office not later than March 30, 2024 copy furnished to the Aerodrome and Air Navigation Safety Oversight Office (AANSOO) for evaluation. Please refer to AC 139-DARP-01 for guidance for Developing a Disabled Aircraft Removal Plan.

This memorandum shall take effect immediately.

For strict compliance,

CAPTAIN MANUEL ANTONIO L. TAMAYO
Director General

**CIVIL AVIATION AUTHORITY
OF THE PHILIPPINES
CERTIFIED PHOTOCOPY
(NOT VALID WITH ERASURE/ALTERATION)**

2-12-2024
MADONNA L. OROCIO
Records Officer II
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