Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

Aerodrome Registration Type 1 Application Form

1. Particulars of the Applicant

Full Name:	
Address:	
Position:	*Signature:*
Telephone Number:	*Fax No.:*
Mobile No.	*Date*

2. Particulars of the Aerodrome / Heliport Site

Name of Aerodrome / Heliport		
Real Property Description:		
Aerodrome Reference Point (ARP)	*Latitude:*	
	Longitude:	
Distance and direction with respect to nearest Aerodrome / Heliport:		

3. Is the Applicant the Owner of the Aerodrome / Heliport Site?

Yes		No	

If No, provide:
   c.) *Details of right held in relation to the site; and*
   d.) *Name and address of the owner of the site and written evidence to show that permission has been obtained for the site to be used by the applicant as an aerodrome / heliport*
NOTE: (For existing Aerodrome) The application must be accompanied by a report prepared by an approved safety inspector confirming the information provided on this page is accurate and that the aerodrome meets the applicable safety standards.

4. *Aerodrome Data*

If not applicable, insert N/A. (Heliport data must be derived in accordance with Chapter 15 of the MOS for Aerodromes)

   a)   Aerodrome Diagram – Provide a diagram to depict the following;

      i.   Runway lay-out, their magnetic bearing and length in meters;
      ii.   Taxiways and aprons;

iii.   Aerodrome reference point;
iv.   Wind direction indicators, both lit and unlit;
v.   Elevation of the aerodrome (the highest point on the landing surface);
vi.   Magnetic bearing and distance to the nearest city, town, or population center.

b)   Aerodrome Administration

Name of Aerodrome Operator:		
Address:		
Tel No.	*(0/H):*	*(A/H):*
Is the aerodrome open to public? *Yes* ☐		*No* ☐
Landing Charges: *Yes* ☐ *If yes, please specify:*		*No* ☐
Aerodrome Reporting Officer:	*Name:*	*Contact details:*

c)   Runway details for each runway provide the following:

Runway Designation:	*Runway Reference Code*
	TORA
	TODA
	ASDA
	LDA
Runway Width	
Runway slope	
Runway strip width	*(graded)*
Pavement (surface type)	

Rating	*(ACN/PCN) or*
	(Max aircraft weight and tire pressure)

d) **Aerodrome Lighting. For each runway equipped with lighting, provide the following:**

Runway designation:	
Runway edge lights:	
Standby power? Yes ☐ No ☐	*Portable Lights?* Yes ☐ No ☐ *If yes, PAL frequency:*
Any other lighting, specify	

e) **Ground Services, Information of services available to visiting pilots:**

Fuel type:	Supplier	Tel No.
If more than one fuel supplier, detail:		

f) **Special Procedures:**

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g) **Notice:**

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INSTRUCTIONS

a. This form can be accomplished through handwritten or computerized; and,
b. May add additional page/s as needed.

ITEM	DESCRIPTION
Full Name	Provide your complete name of the applicant as it appears on official documents, including your first name, middle name (if any), and last name.
Address	Enter your full residential or mailing address, including the house/building number, street name, city, state, and postal code.
Position	Specify your current job title or the role you are applying for.
Telephone Number	Provide your contact number, including the area code, for communication purposes
Name of the Aerodrome/Heliport	State the official name of the aerodrome or heliport relevant to this application.
Real Property Description	Describe the property in detail, including its legal description, location, and boundaries as officially recorded
Aerodrome Reference Point	Provide the geographical coordinates (latitude and longitude) that identify the central location of the aerodrome or heliport.
Aerodrome Diagram	A visual representation of an airport's layout, showing runways, taxiways, terminals, and other important areas. It helps pilots and airport staff understand the layout and navigate the airport safely.
Aerodrome Administration	The team or department responsible for overseeing the daily operations of an airport, including management, planning, and coordination of airport activities to ensure smooth and efficient functioning
Runway Reference Code	A code that classifies a runway based on its operational capabilities, including length, width, and the types of aircraft it can accommodate. This helps in determining the suitability of the runway for different types of aircraft.
Runway Designation	A code or number assigned to each runway at an airport. It helps pilots identify and use the correct runway for takeoffs and landings
Takeoff Run Available (TORA)	The length of runway declared available and suitable for the ground run of an airplane during takeoff.
Takeoff Distance Available (TODA)	The total length of the takeoff run available, plus any clearway. It defines the distance an aircraft has to become airborne and reach a certain height.
Accelerate-Stop Distance Available (ASDA)	The length of the runway declared available for the acceleration and deceleration of an aircraft to a complete stop during an aborted takeoff. It includes both the runway and any stop way.

Landing Distance Available (LDA)	The length of runway declared available and suitable for the ground landing run of an aircraft. This distance ensures the aircraft has enough space to land and come to a complete stop safely.
Aircraft Classification Number (ACN) / Pavement Classification Number (PCN) Rating	A system used to specify the load-bearing capacity of an airport's pavement. The ACN is a number that represents the relative effect of an aircraft on a pavement, while the PCN indicates the strength of the pavement. This helps ensure that the airport can handle the types of aircraft that use it without damaging the runways or taxiways
Pavement (surface type)	The material or construction type used for airport runways, taxiways, and aprons. Common surface types include asphalt, concrete, gravel, and grass, each with different characteristics and maintenance requirements.
Runway Edge Lights	These are white lights that outline the edges of a runway during nighttime or low-visibility conditions
Runway slope	The angle or gradient of a runway, which indicates how much the runway surface rises or falls over its length.
Standby Power	A backup electrical power source that activates automatically when the main power supply fails. It ensures that critical systems, such as lighting, communications, and safety equipment, continue to operate without interruption during a power outage.
Portable Lights	Battery-powered lights that can be easily moved and used in various locations around the airport.