



Republic of the Philippines  
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

**Aeronautical Information Promulgation Advice Form (AIPAF)**

**To: Aeronautical Information Service  
Department**

**1 Originator:** \_\_\_\_\_ Date: \_\_\_\_\_

Section: \_\_\_\_\_ Contact No.: \_\_\_\_\_

**2 AIP Reference (as applicable)**

**3 AI for Promulgation:** ☐ NEW ☐ REPLACEMENT ☐ CANCELLATION

Reference NOTAM/AIP SUP/AIC (as applicable): \_\_\_\_\_

AIP Section	Page (date)*	Paragraph	Line	Column
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**4 Start of Activity (as applicable)**  
(YYMMDDHHmm) UTC

**End of Validity (as applicable)**  
(YYMMDDHHmm) UTC

**5 Day/Time Schedule (as applicable):**

**6** Text of NOTAM, AIP Amendment, Supplement and/or AIC (use extra sheets if necessary)

**7** Lower Limit (as applicable): Value: \_\_\_\_\_ Unit: \_\_\_\_\_

Upper Limit (as applicable): Value: \_\_\_\_\_ Unit: \_\_\_\_\_

\*All AIP Pages affected by each amendment should be quoted.

**Notes:** (for AIS Use only)

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**8 Data Originator:**

\_\_\_\_\_  
Name/Signature Designation Date

**9a Concurrence:**

This Service/Office/Facility has/have been consulted in respect to policy and/or accuracy of information.

Service/Office/Facility: \_\_\_\_\_

\_\_\_\_\_  
Name/Signature Designation Date

**9b Recommend Approval (Airport Manager):**

\_\_\_\_\_  
Name/Signature Designation Date

**10 Approving Authority:**

\_\_\_\_\_  
Name/Signature Designation Date



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**INSTRUCTIONS**

- a. This form can be accomplished through handwritten or computerized;
- b. May add additional page/s as needed; and
- c. To be filled out by the designated AIS Specialist and/or Data Originator.

ITEM	DESCRIPTION
1 Originator	Fill-up the Originator Tab (Name of the Person accomplishing the AIPAF) including Section or Organization, Date and Contact Number
2 AIP Reference	Indicate the AIP References (as applicable) AIP Section, Page (date), Paragraph, Line and Column
3 AI for Promulgation	Fill-up the Aeronautical Information (AI) for Promulgation; Check the box if New, Replacement or Cancellation. Indicate the Reference number (as applicable) NOTAM, AIP Supplement/AIC.
4 Start and End of Validity	Indicate the Start of Activity and End of Validity (indicate PERM or EST) YYMMDDHHMM format
5 Day/Time Schedule	Indicate the Day/Time Schedule (as applicable) The start of the first activity in Item D) shall always correspond to the Item B) date and time. The end of the latest activity period notified in Item D) shall always correspond to the end of the validity of the NOTAM given in Item C).
6 Text of NOTAM, AIP Amendment, Supplement and AIC	Indicate the text of NOTAM, AIP Amendment, Supplement and/or AIC
7 Lower and Upper Limit	Lower Limit (Value and Unit) Upper Limit (Value and Unit)  If the subject is a "Navigational Warning" or "Airspace Reservation", then Lower and Upper Limits are mandatory.  Lower and Upper limit must be in AMSL. For AGL, the Data Originator must indicate the lowest and highest terrain elevation within the area.
8 Data Originator	Name, Designation, Date of the Data Originator
9a Concurrence	Name, signature and date of the appropriate authority of the service that has been consulted in respect of policy and accuracy of information. Indicate the name of the Service, Office or Facility
9b Recommend Approval	Name, signature and date of the Airport Manager or his/her equivalent to recommend approval of the AIPAF
10 Approving Authority	Name, Designation, Date of the Approving Authority
Notes	Coordination log of the AIS Specialist from the Data Originator