

**[ OTS TRANSPORT SECURITY REGULATION NO.  
004-2006 CASS, October 23, 2006 ]**

**DEFINITION & ALLOCATION OF AVIATION SECURITY TASKS**

Pursuant to Section 3.1.4 in the Amendment 10 of the International Civil Aviation Organization (ICAO) Annex 17, this will define, delineate and allocate civil aviation security task in compliance with the National Civil Aviation Security Program (NCASP).

**RULE I**

**Section 1. Basis-** Airport security is a joint responsibility of the government and the public in general. Collectively, they are the airport authority; related government agencies; airline companies; airport related businesses; caterers; ground handlers; cargo forwarders; training centers; security personnel's and others with personnel deployed at the airside. This joint responsibility needs to be defined, allocated and delineated to strengthen security & effectively coordinate stakeholders to prevent any act of unlawful interference to civil aviation.

**RULE II**

**Section 2. Definition of terms –**

- 2.1 Office for Transportation Security (OTS) – the designated single authority in transportation security covering civil aviation, maritime and sea transport and land and rail.
- 2.2 Airport authority – the authority in airport management pursuant to their respective enabling charter such as the Manila International Airport Authority (MIAA), Subic Bay Metropolitan International Airport (SBMIA), Mactan-Cebu International Airport Authority (MCIAA), Clark International Airport Authority (CIAA).
- 2.3 Airport management – the authority in each national airport under the control & management of the Air Transportation Office (ATO) by virtue of RA 776.
- 2.4 Airline Operator – an aviation company duly registered with the Civil Aeronautics Board (CAB) to operate aircraft for business.
- 2.5 Catering – a company registered with SEC to provide in-flight service requirements of airline operators like meals, refreshments, entertainment and amusement for passengers.
- 2.6 Ground Handlers – an aviation company registered to provide the ground operational requirements of airline operators.
- 2.7 Cargo Forwarders – a company duly registered with the Civil Aeronautics Board (CAB) dedicated to accept, process and deliver

consignments of goods for transport to specific destination via the air transport system.

- 2.8 AVSEC Training Center/Institute – a company registered and accredited by OTS to train airport-based personnel on various aviation security courses accredited by ICAO.
- 2.9 ATO – Air Transportation Office, the government office created by RA 776 principally responsible for flight safety in the air transportation.

### **RULE III**

#### **Allocation of Tasks**

#### **Section 3. Airport Authority/Management**

- 3.1 The authority in every airport shall be guided by the National Civil Aviation Security Program (NCASP) in its development and implementation of its airport security program;
- 3.2 Formulate, develop, update and implement its Airport Security Program and submit the same to OTS for approval and appropriate assessment.
- 3.3 Establish and support its Airport Security Inspectorate Unit responsible for airport-level oversight;
- 3.4 Promulgate procedures and practices in support of the National Program and its Transportation Security Regulation;
- 3.5 As chairman of the Airport Security Committee, preside over its monthly meetings and resolve security issues;
- 3.6 Support the security initiatives of Director, PNP-ASG/PCAS Chief during security condition II and III.
- 3.7 Responsible for the protection of the facilities under its control like the tower, radar, navigational aids, etc.
- 3.8 Perform such other functions relative to civil aviation security.

#### **Section 4. Airline Operator**

- 4.1 Develop, implement and update its own Operators' Program supportive of the airport and national programs and submit the same to OTS for acceptance;
- 4.2 Insure compliance of its personnel on all security practices and procedures promulgated by the single authority;
- 4.3 Institute and record corrective action on internally discussed malfeasance and misfeasance of its own personnel;
- 4.4 Attend the monthly ASC meeting and inform his subordinates of its proceedings;
- 4.5 Perform such other duties and tasks relative to pertinent airport security.

#### **Section 5. Food Caterers**

- 5.1 Develop, implement and update its own facility security operators program supportive of the national, airport and airline programs and submit the same to OTS for approval;
- 5.2 Insure compliance of its personnel on all security practices and procedures promulgated by the single authority;

- 5.3 Institute and record corrective action on internally discovered malfeasance and misfeasance of its own personnel;
- 5.4 Attend monthly meetings of ASC and inform subordinates and supervisors of its proceedings;
- 5.5 Perform such other duties and tasks relative to its concern that affect airport security.

#### **Section 6. Ground Handlers**

- 6.1 Develop, implement and update its own operators program supportive of the national, airport and airline programs and submit the same to OTS for approval;
- 6.2 Insure compliance of its personnel on all security practices and procedures promulgated by the single authority;
- 6.3 Institute and record corrective action on internally discovered malfeasance and misfeasance of its own personnel;
- 6.4 Attend monthly meetings of ASC and inform subordinates and supervisors of its proceedings;
- 6.5 Perform such other duties and tasks relative to its concern that affect airport security.

#### **Section 7. Cargo Forwarders**

- 7.1 Develop, implement and update its own cargo operators program supportive of the national, airport and airline programs and submit the same to OTS for approval;
- 7.2 Insure compliance of its personnel on all security practices and procedures promulgated by the single authority;
- 7.3 Institute and record corrective action on internally discovered malfeasance and misfeasance of its own personnel;
- 7.4 Attend monthly meetings of ASC and inform subordinates and supervisors of its proceedings;
- 7.5 Perform such other duties and tasks relative to its concern that affect airport security.

#### **Section 8. Training Center/Institute**

- 8.1 Develop, implement and update its own operators program supportive of the national, airport and airline programs and submit the same to OTS for approval for those with deployment at the airside.
- 8.2 Insure compliance of its personnel on all security practices and procedures promulgated by the single authority;
- 8.3 Institute and record corrective action on internally discovered malfeasance and misfeasance of its own personnel;
- 8.4 Attend monthly meetings of ASC and inform subordinates and supervisors of its proceedings;
- 8.5 Submit the required documents relative to the conduct of each AVSEC Course.
- 8.6 Perform such other duties and tasks relative to its concern that affect airport security.