

**AIRCRAFT OPERATOR SECURITY PROGRAMME
TEMPLATE**

1. Programme Objective

2. Definitions

3. International Organisations

- 3.1 International Civil Aviation Organisation (ICAO)
- 3.2 European Civil Aviation Conference (ECAC)
- 3.3 Cooperative Aviation Security Programme ó Asia Pacific (CASP-AP)

4. Licensing State / Administration

- 4.1 Name of Aircraft Operator's Licensing State
- 4.2 Details of security measures required Licensing State where they differ from those required by the Republic of the Philippines.

5. Aircraft Operator Security Organisation

- 5.1 Aircraft Operator Company Name, Address, City, Country
- 5.2 Aircraft Operator President / Chief Executive
- 5.3 Board Member Responsible for Security
- 5.4 Aircraft Operator Security Officer
- 5.5 Aircraft Operator Security Organisation (including 24 hour security contact details)

6. Airport Security

General Statement of the aviation security responsibilities normally carried out by airport operators (e.g. access control to security restricted area; screening of passengers and cabin baggage, etc.)

7. Aircraft Security

- 7.1 Searching and Checking of Aircraft
- 7.2 Protection of Aircraft
- 7.3 Flight Crew Compartment Security
- 7.4 Aircraft Operator Documentation

8. Passengers and Cabin Baggage

General description of procedures for the screening of passengers and cabin baggage where this function is carried out by aircraft operators. Specific details of this and / or associated processes where the aircraft operator is responsible.

9. Hold Baggage

- 9.1 Passenger and Hold Baggage Reconciliation
- 9.2 Screening of Hold Baggage
- 9.3 Protection of Hold Baggage

10. Cargo, Courier and Express Parcels

- 10.1 Security Controls
- 10.2 Exemptions
- 10.3 Details of Known Consignors

11. Mail

- 11.1 Security Controls
- 11.2 Exemptions

12. Airline Mail and Materials

- 12.1 Security Controls

13. Aircraft Catering Supplies and Stores

- 13.1 Security Controls

14. Aircraft Cleaning Supplies and Stores

- 14.1 Security Controls

15. Staff, Equipment and Quality Control

- 15.1 Staff Recruitment
- 15.2 Staff Training
- 15.3 Quality Control

16. Threat Assessment and Contingency Planning

- 16.1 Threat Handling
- 16.2 Enhanced Measures
- 16.3 Contingency Planning
- 16.4 Incident Reporting