Airport Operational Guidance
for removal of disabled aircraft

Excerpt(provisional)

Introduction.

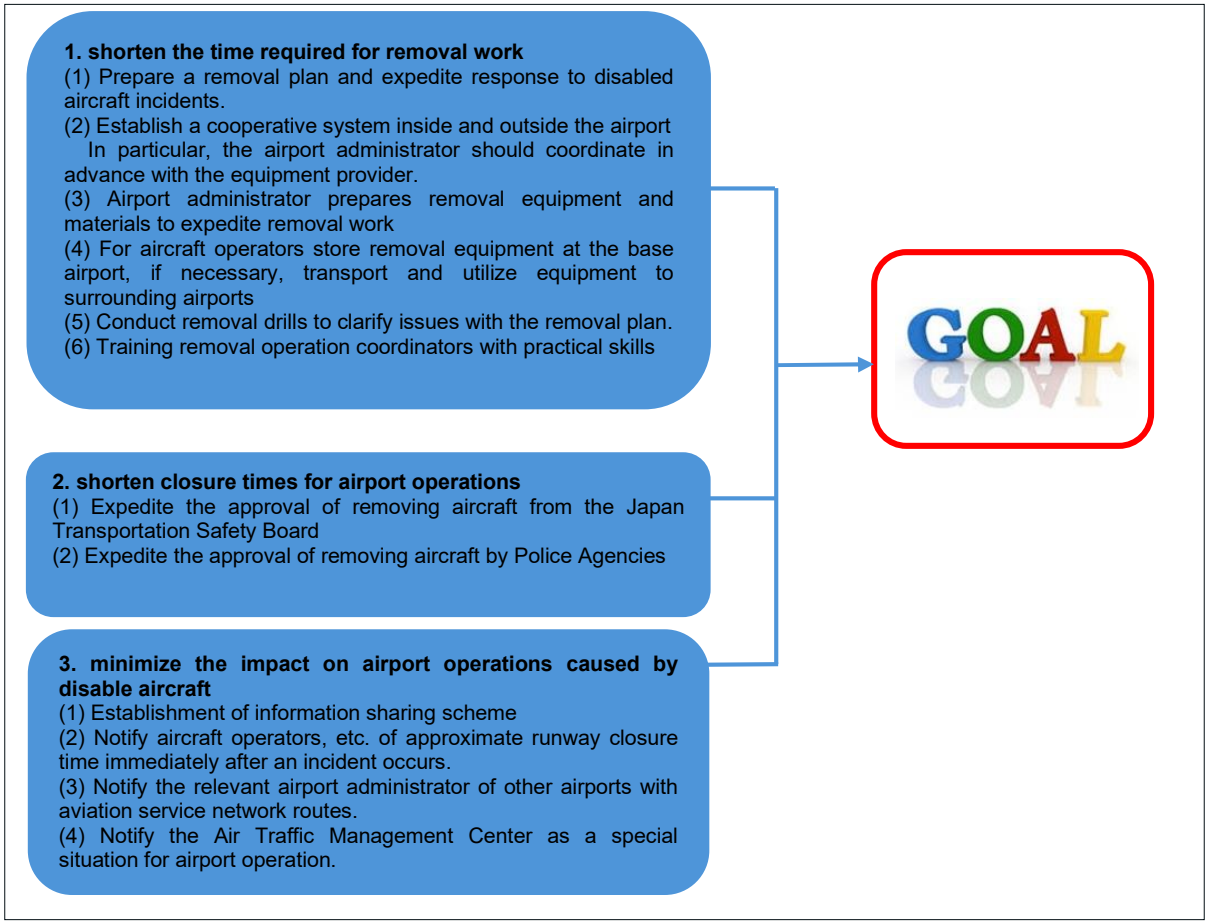
The purpose of this guidance is to minimize the impact on airport operations when an disabled aircraft occurs at an airport and affects airport operations, such as runway closure, by checking the impact and continuing airport operations when interim runway operations are possible, while at the same time, to remove or transport the disable aircraft as soon as possible, this guidance clarify and supplements the prior preparations, coordination and procedures to be taken by the airport administrator or airport operating authority (hereinafter referred to as “airport administrator”) in accordance with the “Airport Operation Guidelines”.

In particular, this guidance describes the necessary items and equipment for the airport administrator to remove or transport the disable aircraft, and the various procedures required from the advance preparations to the post-processing, as well as consideration in conjunction with the implementation of the tentative runway operation, and the preparations for the smooth provision of airport information to the concerned parties including passengers.

In addition, it provides supplementary information on matters necessary for planning and conducting drills to ensure the effectiveness of the preparations made in advance, and on materials and equipment that airport administrators should be desired to have in order to improve removal capabilities.

Please keep in mind the basic concept of the removal of disable aircraft as shown in the following diagram and use them to carry out the removal work appropriately.

Basic concept of disabled aircraft removal



Revision history table

revision number	Date of revision	Applicable Date	chapter	Revision Summary
				provisional

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1 Aircraft Removal Overview

1.1 Definition of Terms

The following term is to add a supplementary information defined in Chapter 9, “Removal of disabled aircraft,” of the “Airport Operations Guidelines”.

Aircraft debogging:

The operation of moving an aircraft when the damage to the aircraft is relatively minor or when there is no damage at all, and the aircraft is unable to move on a runway or taxiway, etc., or when the aircraft has deviated from a runway or taxiway, etc.

Specifically, the following types of aircraft which rendered unable to move but can be removed by towing with on-site maintenance, due to such as flat tires on the runway, oil leaks, steering lock, instrument failure, sudden illness of the pilot, etc., or towable from the point of deviation from the runway or taxiway by using a steel plate or other means, or from deviation from the runway or taxiway by the use of a steel plate.

When removing the aircraft, be careful not to cause secondary damage to the aircraft by following the aircraft removal manual or by following the instructions from the Air Operator, etc.

When this work is performed in case of an aircraft accident, care must be taken as much as possible so as not to affect the investigation by the Japan Transportation Safety Board or by the Police.

reference example case

① A small aircraft happened flat tires upon landing and became disabled on the runway but was able to leave the runway using Plane Skate and other removal equipment.

② A small aircraft deviated from the runway and became disabled in the green zone but was able to move to the runway using anvils and other equipment, and then was able to leave the runway using a tow vehicle.

③ A glider deviated from the runway and stopped in the green zone, but was able to manually move the aircraft to the runway with man power then off the runway with a tow rope and vehicle.

④ A glider left the runway and stopped in the green zone, and the

aircraft could not be moved to the runway but could be removed by normal disassembly of the aircraft on site.

⑤ Cases in which removal is expected to be completed in approximately 2 hours from the time of the incident, without the use of heavy equipment such as cranes.

Aircraft recovery operations (Recovery: Aircraft recovery):

Aircraft recovery operations when the aircraft is damaged or otherwise unable to be moved by the normal use of a tow vehicle and tow bar.

Specifically, these are items that require crane operations, such as aircraft with the fuselage partially touching the ground due to damage to the aircraft's legs, etc., or items that cannot be handled by normal towing due to damage to the aircraft caused by air accidents, etc., but for which a portion of the fuselage can be reused.

When this work is performed, care must be taken to move the aircraft in its present condition as much as possible so as not to affect the investigation by the Japan Transportation Safety Board or by the Police and the determination of warranty coverage by the insurance company.

When the aircraft is removed, it is assumed that it will be temporarily moved to a location designated by the airport administrator for storage, and later, after the Aircraft Operator has repaired the aircraft, it will be removed or transported off the airport.

When removing the aircraft, be careful not to cause secondary damage to the aircraft by following the aircraft removal manual or by following the instructions of the Aircraft Operator, etc.

reference example

① When an aircraft fails to deploy its landing gear or forgets to deploy it, resulting in a fuselage landing

② When an aircraft is involved in an aviation accident, such as during landing, but there is a possibility that the engine or other parts of the aircraft may be reusable.

(The Garuda Indonesia aircraft accident that occurred at Fukuoka Airport in 1996 was not a salvage but a recovery because the engine, avionics, and other parts of the fuselage were reused, although the fuselage was nearly completely destroyed by fire after the fuselage had run over.)

Aircraft removal operations (salvage: Aircraft salvage):

Aircraft removal operations when an aircraft is seriously damaged by an aviation accident or other cause and the aircraft is considered a total loss.

Specifically, an aircraft is assumed to be a total loss due to a crash or fire, etc., or is clearly deemed a total loss by the insurance company. The aircraft is expected to be dismantled and removed in accordance with the aircraft manufacturer's aircraft removal manual.

When this work is performed, care must be taken so as not to affect the investigation by the Japan Transportation Safety Board or by the Police.

reference example

① When an aircraft causes an accident upon landing and is in such a catastrophic condition that the Aircraft operator, etc. decides to remove the aircraft as wreckage instead of reusing it.

Disable aircraft

Aircraft that has become unable to move in or near an aircraft movement area.

Specifically, an aircraft that cannot move under its own power, or an aircraft that is capable of movement but resulted the loss of a pilot to move the aircraft due to incapacitation or other circumstance.

Aircraft operator

The owner or user of a disable aircraft.

Aircraft operator's Removal Operation Plan

A removal operation plan formulated by an Aircraft operator for preparation and removal operations to remove own disable aircraft. It shall be prepared for each aircraft type according to the classification of debogging, recovery, and salvage (as far as in case of the removal method is the same, they could be summarized). In addition, the removal operation plan can include information such as removal equipment that could be arranged at the airport, included in the removal plan prepared by the airport administrator.

A recovery manual by the aircraft manufacturer is to be included in this removal operation plan, or to be ready for immediate submission separately to the airport administrator in the event of an incident.

Removal Plan

It is a comprehensive removal plan prepared and maintained by airport

operator. It contains the information on removal equipment that can be arranged from inside and outside the airport, information to coordinate with CIQ for international flights, and information on how to deal with removed fuel and other items. The plan shall be prepared in advance by the airport administrator. The plan shall be shared with Aircraft operators, etc., as necessary.

Removal Action Plan

A practical plan prepared by the airport administrator to deal with actual disable aircraft incidents based on the prepared removal plan and received Aircraft operator's removal operation plan in advance by the airport administrator.

Person in charge of removal operation (Aircraft Operator)

A person responsible for making the technical and economic decisions necessary to remove an aircraft designated by the Aircraft operator, etc.

Field operations manager (Aircraft Operator)

A person responsible for coordinating and directing the actual removal operations at the site of a disable aircraft incident under the supervision of the person responsible for the removal operations.

Removal Operations Coordinator (airport administrator)

A coordinator appointed by the airport administrator to provide comprehensive coordination with the Aircraft operator and other relevant organizations for the removal of disable aircraft. The coordinator may be an organization other than the airport administrator. When designating a person other than the airport administrator, it is necessary for the airport administrator to coordinate the roles of both parties with the candidate in advance, and to conduct sufficient training in preparation for the eventuality.

1.2 Sequence of events regarding the removal of disable aircraft

The flow from the incident occurrence of a disable aircraft to the resumption of airport operations is supplemented by the "Flow of Removal Activities" (including the preparation phase), which is included in the "Airport Operations Guidelines".

Flow of Removal Activities

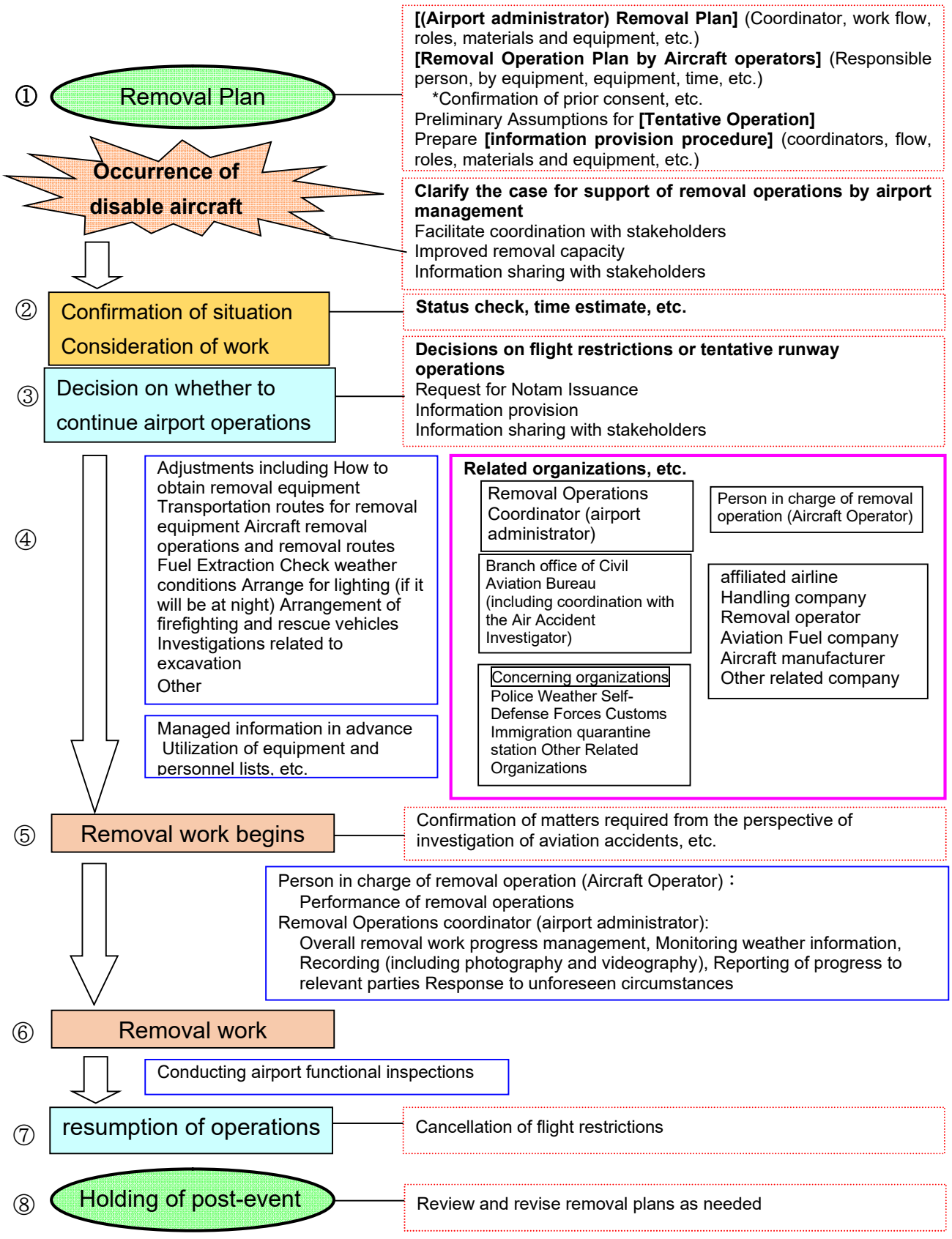


Fig. 1-1 Flow of Removal Activities

The following is a summary of each item in the "Flow of Removal Activities."

① [Removal planning] stage

The airport administrator shall prepare and prepare a removal plan including procedures for removing the disabled aircraft in accordance with the "Airport Operation Guidelines" and this Guidance. In doing so, the airport administrator shall make necessary arrangements with the Aircraft operator and other concerned parties and request the submission of necessary documents.

(Items to be prepared)

- As part of the removal plan, a removal implementation plan shall be prepared by the airport administrator.
- Coordinate with the Aircraft operator and request submission of the Aircraft operator's removal operation plan (debogging, recovery, and salvage sections by model) and consent form (if necessary, coordinate in advance).
- With regard to Aircraft operator's removal work plans and consent forms for small aircraft, which are mainly for individuals, the airport administrator should prepare them in advance and obtain consent from the Aircraft operator in advance on the premise that the airport administrator will, in principle, implement the removal work plan prepared by the airport administrator on his/her own initiative. This does not preclude an individual or the Aircraft operator of a rotorcraft or glider from preparing his/her own Aircraft operator's removal operation plan, so the airport administrator should coordinate with the Aircraft operator in advance. In preparation for interim runway operations, prepare materials (in particular, it is important to prepare a map of conflicts with restricted surfaces such as transitional surfaces) and materials and equipment so that the situation can be assessed at an early stage, and prepare an interim runway operation procedure.
- In the event of a maneuverable aircraft, an information provision procedure should be prepared or a case of an maneuverable aircraft should be added to the already established information provision procedure so that information can be provided promptly to the parties concerned.
- Based on the contents of the removal plan, make prior arrangements

with removal workers, relevant agencies, local Police and fire departments (airport and municipalities), security companies, etc., and conclude agreements, etc., as necessary, and reflect such details in the removal plan.

- In order to improve the ability of the airport administrator to perform the removal work himself/herself or to provide removal assistance, the airport administrator shall prepare the necessary materials and equipment for such work/assistance and provide training in their use whenever possible.

The operations in the event of an disabled aircraft are as follows

② Confirmation of the status and review of the work

The airport administrator shall determine whether the removal work falls under debogging, recovery, or salvage after receiving a report from the Aircraft operator of the disabled aircraft and checking the situation at the site, and shall coordinate with the Aircraft operator to determine which of the Aircraft operator's removal operation plans submitted in advance should be used as the basis for the removal work.

At this stage, the classification of debogging, recovery, and salvage will be decided. If there is no time to wait for getting the insurance company's decision in order to start the removal work promptly, the removal work should be started as recovery even if there is a possibility of salvage, then after the insurance company decided that the work as salvage, the removal plan should be changed to salvage.

Thereafter, the airport administrator shall designate a Removal Operations Coordinator to coordinate and implement the removal work, etc., based on the removal plan, and to coordinate comprehensively with the Aircraft operator and related organizations, etc. The Removal Operations Coordinator may be appointed in accordance with the debogging/recovery/salvage plan. Since it is assumed that the removal coordinator may not be available, it is desirable to designate a substitute coordinator.

③ Decision on whether to continue operating the runway

The airport administrator confirms the location of the disabled aircraft and its height and other conditions (including information from ITV and ATC, in addition to visiting the site), and determines whether or not it is

possible to operate the runway in accordance with the tentative runway operation procedures prepared in advance. If the runway is operable, the airport administrator will promptly adjust to continue airport operations.

The determination methods include the following

1) simplified chart method

In the initial response to an incident, the person in charge arrives at the site of the disabled aircraft and immediately makes a decision to close the runway, etc., using a quick reference chart, etc.

2) simplified method

This method is used when it is difficult to make a judgment using the quick-response table method.

The perpendicular distance between the highest point of the aircraft in question and the runway centerline is measured, and the inhibition judgment is made assuming that the ground elevation is level with the runway centerline. Generally, the landing strip is lower in elevation than the runway centerline, and the deviation from this ground elevation provides a safety buffer, but conversely, the judgment is more severe than the detailed method.

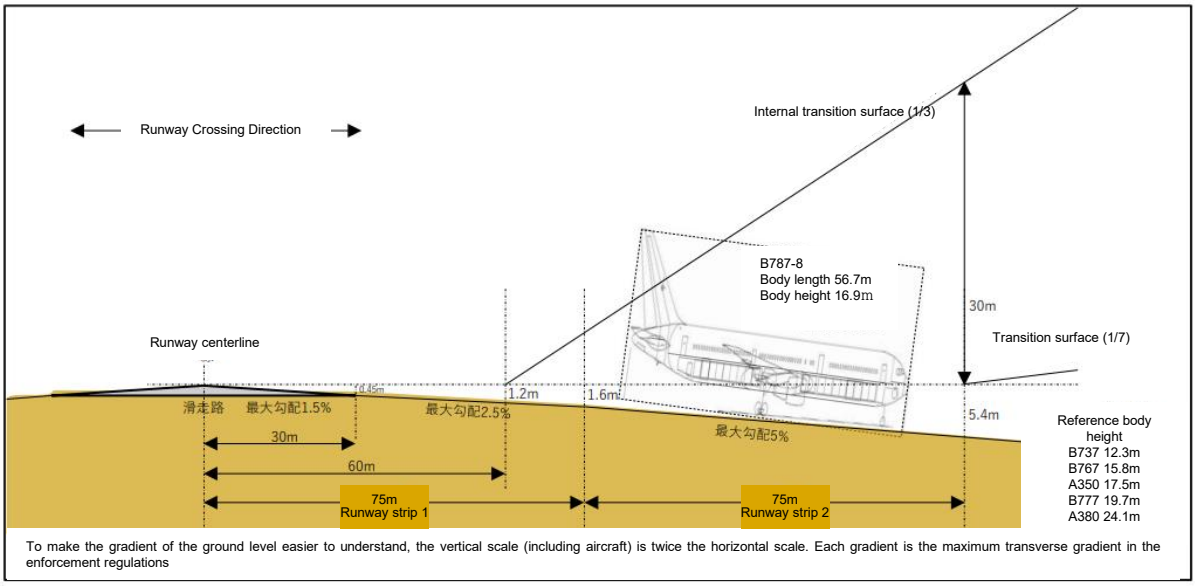
A tool to assist in this process is an Excel sheet that allows the user to enter the measured latitude and longitude (or distance from the runway centerline) and the measured height above the highest point of the aircraft to check for conflicts with the inner transitional surface at the point in question.

3) detail method

Used when it is difficult to determine by the simplified method.

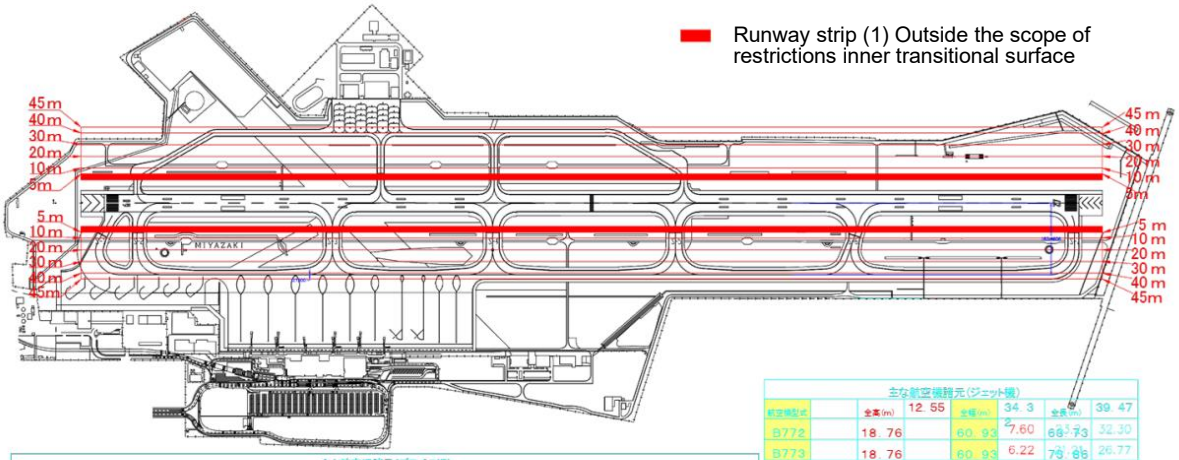
A method that measures the latitude and longitude of the highest point of the aircraft and the height above the ground on the side of the aircraft (e.g., by surveying for civil engineering work) and takes into account the ground height from drawings, etc., to more accurately determine whether the aircraft is in conflict with the restricted surface.

A tool to assist in this process is an Excel sheet that allows the user to enter the measured latitude and longitude (or distance from the runway centerline), the measured height of the highest point of the aircraft, and the elevation (ground level) of the location obtained from a map or other source and check the conflict with the inner transitional surface at that location.



Ground elevation image of runway centerline and landing strip

Restricted height with Inner transitional surface (quick refence) sample



主な航空機諸元(プロペラ機)

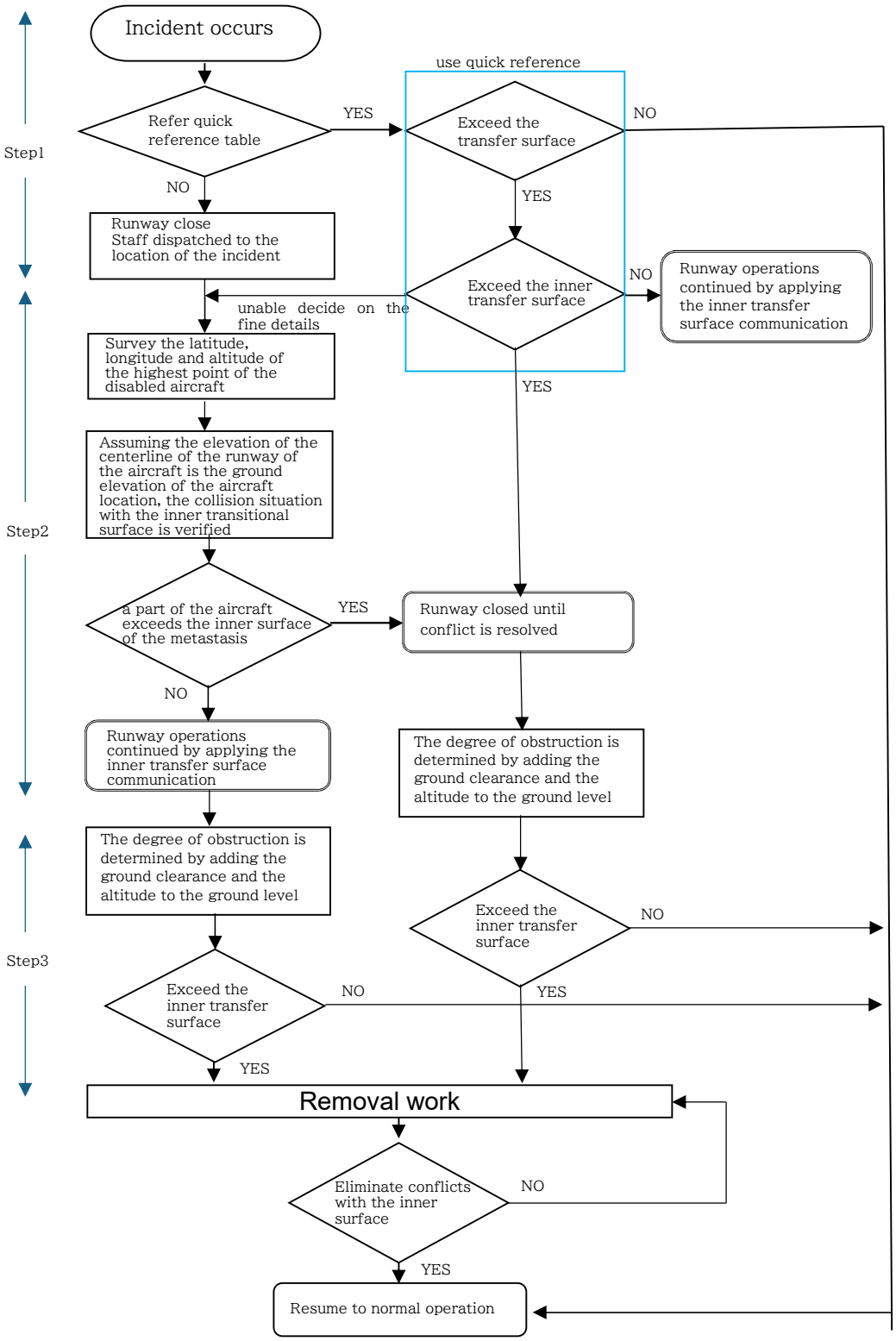
航空機型式	全高(m)	全幅(m)	全長(m)	航空機型式	全高(m)	全幅(m)	全長(m)	航空機型式	全高(m)	全幅(m)	全長(m)	航空機型式	全高(m)	全幅(m)	全長(m)
	4.56	15.89	13.10		2.85	10.97	8.84		7.49	25.91	22.25		3.10	11.90	8.20
AC95	2.51	10.00	7.77	C182	2.94	11.15	8.53	DH8A	7.49	25.90	22.30	PA34	3.44	13.11	8.66
BE33	2.57	10.00	8.13	C206	2.91	10.93	9.68	DH8B	7.49	27.40	25.70	PA46	6.87	21.44	19.73
BE36	2.97	11.53	9.09	C207	4.52	15.88	12.67	DH8C	7.49	27.40	25.70	SF34	7.73	24.76	27.28
BE58	4.34	15.32	10.82	C208	2.97	11.15	8.46	DH8D	2.54	10.67	7.06	SF20	2.59	9.42	8.17
BE9L	4.42	12.25	13.14	C210	4.06	11.90	9.27	M20C	2.54	11.00	7.54	SUBA	3.20	9.28	7.63
BE60/200	4.57	16.61	13.34	C303	3.91	11.61	10.57	M20K	3.15	11.32	9.21	TOBA	5.30	13.70	10.4
BE20	4.18	14.94	10.95	C340	4.04	14.12	12.05	PA27	2.37	10.67	7.25	KODI	2.71	11.68	7.92
BN2P	2.63	10.16	7.24	C404	3.84	13.45	10.93	PA28A	2.39	10.80	7.52	SR20	2.71	11.68	7.92
C150	2.68	10.97	8.28	C426	4.86	16.97	16.56	PA28R	3.96	12.40	10.55	SR22			

主な航空機諸元(ジェット機)

航空機型式	全高(m)	全幅(m)	全長(m)
	12.55		34.3
B772	18.76	60.93	73.00
B773	18.76	60.93	73.00
B788	16.92	60.12	56.72
A306	16.66	44.84	53.65
B763	15.85	47.57	54.94
B763 (ER)	15.85	47.57	54.94
B762	15.85	47.57	46.61
A321	12.10	34.15	44.50
A320	11.91	33.91	37.57
B734	11.15	28.89	36.23
B735	11.15	28.89	29.79
B737	12.57	34.32	33.63

7.60	66.73	39.47	32.30
6.22	79.86	26.77	
9.85	80.72	29.90	
7.90	58.85	29.40	
7.60	64.94	26.92	
4.57	64.94	14.90	
4.18	46.61	12.98	
4.37	44.50	13.26	
3.73	37.57	14.83	
4.20	36.23	14.75	
0.57	29.79	35.24	

Fig.5-3 Assumed operational scenario in the event of a disabled aircraft



Cases where there is a suspicion of interference the approach surface or where it is obious that there is no interference with runway operations are not covered.
Procedures other than operational decisions (such as NOTAM issuance requests) are omitted.

Notam Issuance Request/Information Sharing

After estimating the time required to arrange removal equipment and the time required for removal work, the airport administrator will make a request for issuance of a no-tamper order and provide necessary information to other operators and related organizations in accordance with the information provision procedure.

In the case of tentative runway operations, information on the location of disabled aircraft, etc., will also be provided.

Reference

The aircraft's location information can be obtained from GSI's maps using a smartphone to obtain information on its current position (latitude, longitude, and elevation). Measurements are taken at locations where disable aircraft are likely to interfere with airport operations, such as near the vertical tail near the transitional surface.

- Geographical Survey Institute Map
  https://maps.gsi.go.jp/#5/36.104611/140.084556/&base=std&ls=std&disp=1&vs=c1g1j0h0k0l0u0t0z0r0s0m0f1

Airports that have a height limit response system can also use it.

- Restrictions on Buildings, etc., in the vicinity of the Airport
  Tokyo Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism
  https://www.cab.mlit.go.jp/tcab/restriction/02.html
  Osaka Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism
  https://www.cab.mlit.go.jp/wcab/measure/restriction.html

④ Various adjustments

At this stage, it is necessary to confirm, determine, and adjust the following items.

Preparation and Coordination of the Removal Action Plan

Based on the airport administrator's removal plan prepared in advance and the Aircraft operator's removal operation plan submitted by the Aircraft operator, the removal work coordinator of the airport administrator shall specify Removal Action Plan and coordinate work assignments, requests, etc. with related parties.

Determination by the airport administrator whether the airport administrator is necessary to take over Removal work

It takes a considerable amount of time for the operator, etc., responsible for the removal of the disabled aircraft to determine the prospects for removal (since the circumstances vary depending on the airport environment, etc., it is desirable to determine an estimate of one to several hours in the airport's removal plan, taking into consideration the impact on airport operations and the time required to determine the prospects for starting the work, etc.), In cases where prospects for removal work cannot be obtained, the airport administrator, on behalf of the operator, etc., will determine whether the aircraft should be moved to a location where it will not affect airport operations or removed, if it is determined that the aircraft will have a significant impact on airport operations after considering the situation as a whole.

Even in cases where the operator has not given prior consent for the removal of the aircraft, if it is clear that the disabled aircraft will have a significant impact on airport operations, such cases if the aircraft operator does not expected to remove the aircraft, the airport administrator will consider the situation comprehensively and, after coordinating with the aircraft operator, will decide to move the disabled aircraft on behalf of the aircraft operator.

In addition even if the airport administrator takes over the work of moving the disabled aircraft, airport administrator will require the Aircraft operator to cooperate the work to the maximum extent.

Passenger disembarkation and cargo unloading

If passengers and crew remain on board the disabled aircraft at this stage depending on the extent of the incident, the Aircraft operator shall coordinate with the Removal Operations Coordinator and make arrangements for disembarkation, taking into consideration the details of the removal operations and the safety of passengers. When passengers are disembarked and there is a possibility of an aircraft accident, arrangements will be made to ensure that all crew members are transported and wait completely separate from passengers. In addition, if the situation requires weight reduction or weight balancing of the aircraft, cargo, aviation fuel, etc., will be unloaded. If the aircraft is an international flight, it is also necessary to coordinate with CIQ (for

passenger entry procedures, cargo, and bonded fuel).

Coordination with the Japan Transportation Safety Board and the Police

In coordination with the relevant divisions of the Civil Aviation Bureau, the Regional Civil Aviation Bureau will confirm whether the incident constitutes an aviation accident, etc., and if it does or may constitute such an incident, obtain on-site records (video, photographs, etc.) to determine whether the incident constitutes an aviation accident, etc. In addition, since the field records, etc. can be used as materials for the post-operation review meeting, it is necessary to actively acquire such records. If necessary, on-site verification by the local Police should be coordinated in parallel.

While an applicable determination of an aviation accident, etc., or on-site inspection is being conducted by Police, do not touch the aircraft or the area around the aircraft (such as the moved surface of the aircraft's travel route prior to the incident) unless there is a safety issue due to the incident.

When submitting photographs, videos, etc. through the branch office of Civil Aviation Bureau's destination agency for the purpose of determining whether an aviation accident, etc. is applicable, the following information should be included. In addition to photographing the defective area alone, information will be recorded to "understand the condition of the aircraft and the accident site" and to "record the situation at the time of the accident."

- ・Enlargement of the fuselage in whole and in part (especially the landing gear, the parts in contact with the ground, and the aircraft's instruments)
- ・The Aircraft's location relative to the airport (topographical markings, overall view and detailed views of each part)
- ・Scratches, oil leaks, etc. that may have been caused by the aircraft on the runway, etc
- ・If the incident situation can be recorded, the ITV footage for apron monitoring, etc.

Tentative Runway Operations

Tentative runway operation of the relevant runway will be conducted by airport administrator after be conducted after considering the situation of people and vehicles entering the vicinity of disabled aircraft

and making adjustments such as ensuring safety.

⑤ [Start of removal work]

The removal of disabled aircraft must be carried out by the person in charge of the removal operation of the operator concerned, etc., under comprehensive coordination by a removal operation coordinator appointed in advance and based on a removal plan.

The removal work must be carried out in an efficient manner, with safety for workers, aircraft, etc. (high winds, lightning strikes, etc. must also be noted), and records must be kept for post-verification purposes.

⑥ [Removal work completed]

When the removal work of the aircraft in question is completed, it is necessary to clean up the removal work area (including the movement route), conduct airfield inspections and inspect related facilities.

⑦ [Resumption of operation]

Cancel Notams related to incidents such as runway closures and the presence of disable aircraft, etc., and resume the relevant runway operations.

⑧ [Holding of post-event review meeting]

After responding to the incident, organize each record, organize the work situation in chronological order, verify the suitability of the materials and equipment used, and revise the removal plan as necessary.

Other

Apart from the removal activity flow described above, periodic review of the removal plan and agreement and training should be conducted at least once a year to ensure its effectiveness.

The flow of the above workflow in the flow of removal activities is shown in Figure 1-2 below.

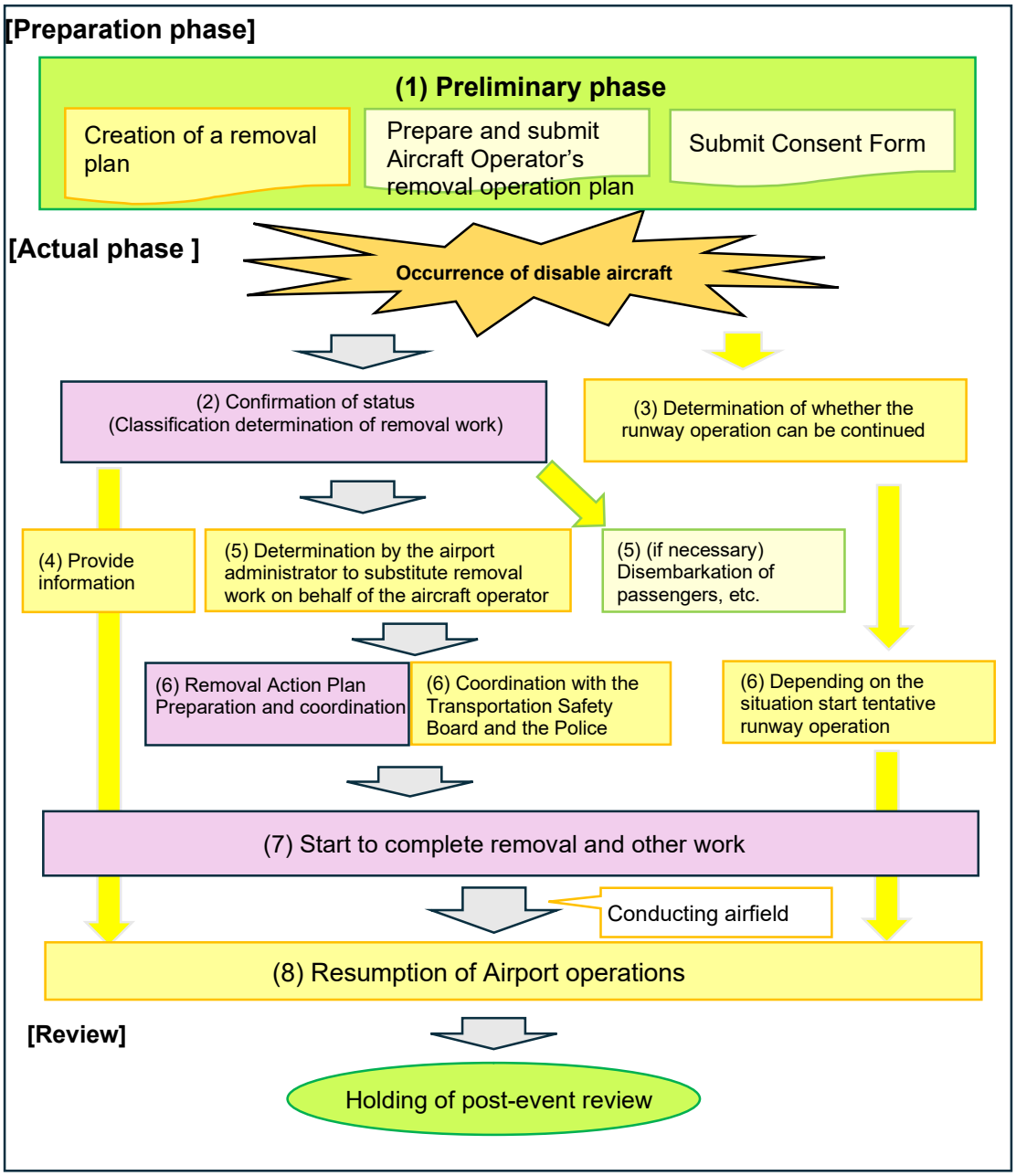


Fig. 1-2 Flow image of removal activities

2 Preparation to be done in advance

The airport administrator should prepare each of the following items in advance to ensure the smooth implementation of each operation performed in the aforementioned removal activity flow.

(Items to be prepared)

① Removal Plan
Items to be prepared by the airport administrator
Aircraft Operator's Removal Operation plan to be submitted by the aircraft operator
Aircraft Operator's Removal Operation plan prepared by the airport administrator (if necessary)

② Consent Form submitted by Aircraft Operator

③ Ensure cooperation and coordination with related parties, etc.

④ Ensure and disclose removal capacity

⑤ Preparation of information provision procedure

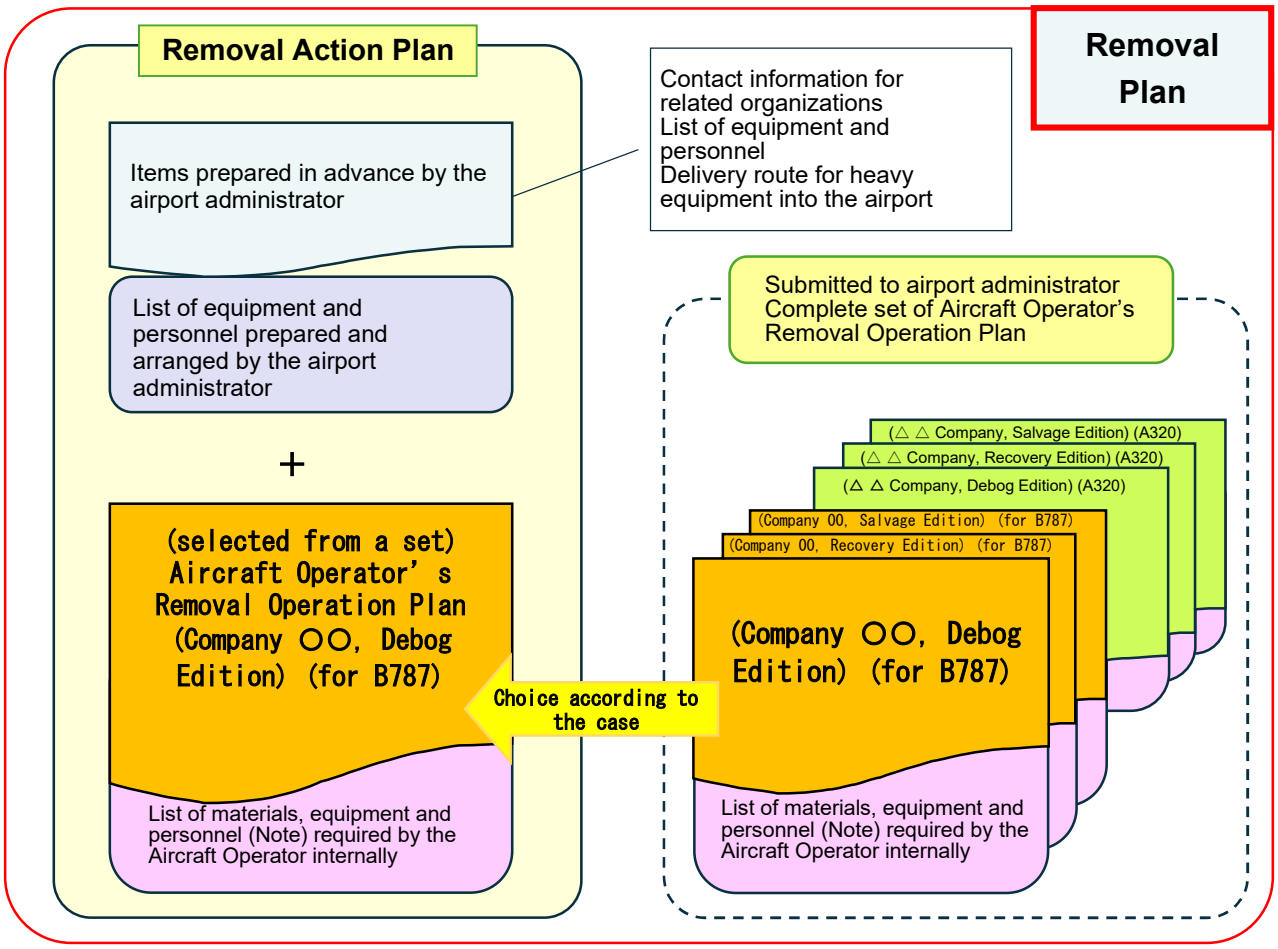
⑥ Preparation of Tentative Runway Operation procedure

⑦ Creating a training plan

Details of the above are given in the following sections.

2.1 Removal Plan

When removal work is actually required, the airport administrator selects the one applicable to the case from among the multiple removal operation plans submitted by the aircraft operator, then combines it with the removal plan prepared by the airport administrator to form the removal action plan to be used (the concept is illustrated below).



(Note) The materials, equipment, and personnel that the person concerned possesses at the site + the materials, equipment, and personnel to be supported by the airport administrator, etc., should be clarified in advance.

Figure 2-1 Image of Removal Plan (for air carriers, etc.)

In most cases, the operator of a privately owned aircraft's operator does not have the capability to remove the aircraft at the airport where the incident occurred.

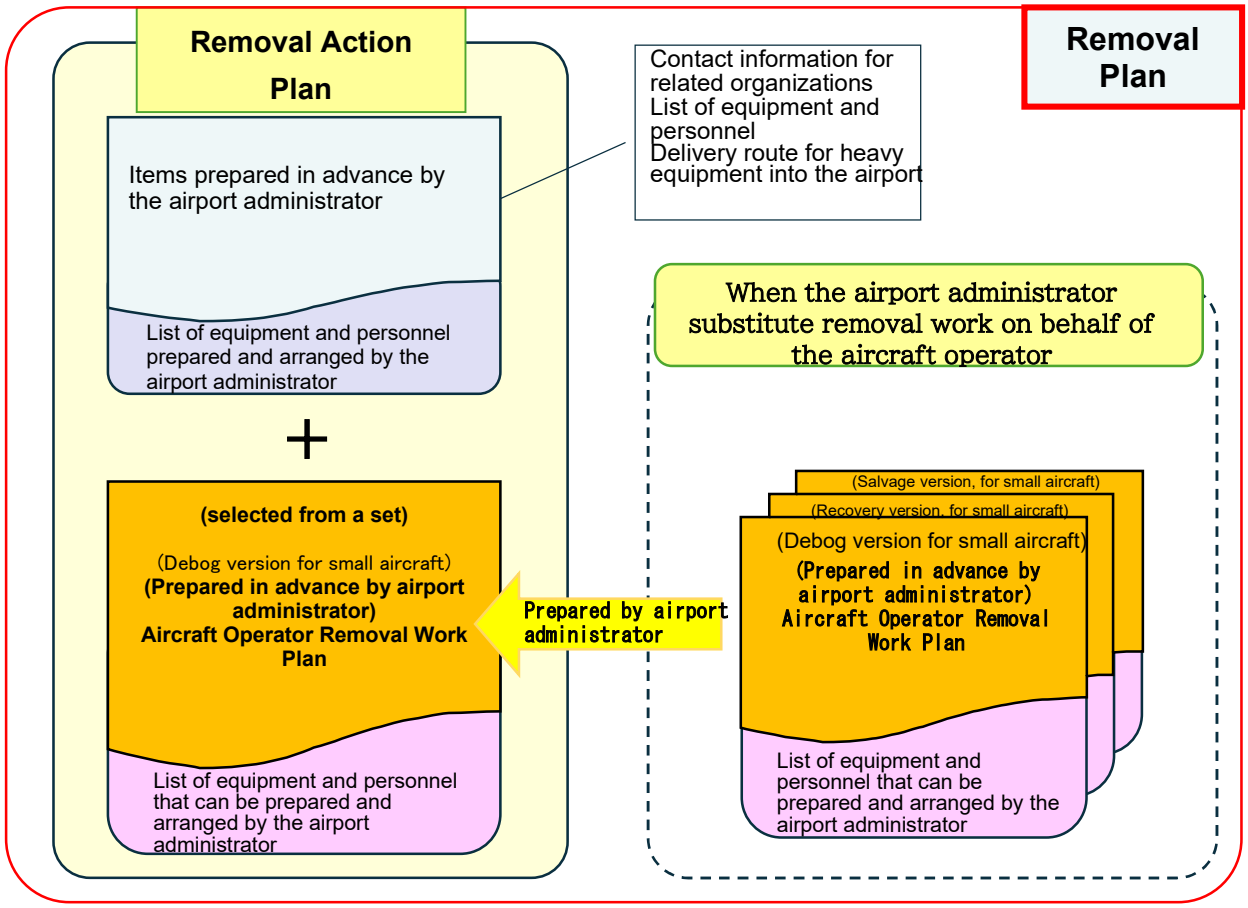


Figure 2-2 Image of removal plan (for privately owned aircraft)

2.1.1 Items to be prepared and ready by the airport administrator

Airport administrator, while taking into consideration the scale of the incident (debogging, recovery, salvage) and the aircraft type, shall coordinate with the parties concerned on the following matters and prepare in advance a document containing the following items.

This information shall be provided to Aircraft Operator, etc. upon request.

(Items to be prepared and ready)

① List of contact information for branch managers of Aircraft Operator and other responsible persons of airlines that operate flights to own airport. (For airlines that do not have employees at the airport, contact information for the head office in case the branch manager cannot be reached is also required.)

② List of persons involved in removal work, etc.
③ Removal work assignment list
④ Checklist for assigning and carrying out removal work
⑤ List of materials and equipment (including those owned by airport administrator or available to lease from related parties, organized by type and size of aircraft to be removed, etc.)
※ Organize information on removal materials and equipment (cranes, trailers, lifting ropes, anvils, etc.) to be arranged from off-airport related parties, neighboring airport administrators, etc., and note the details of coordination with the procurement sources.
※ In principle, the removal of disable aircraft must be performed by Aircraft Operator of the disabled aircraft. If the Aircraft Operator is unable to carry out the work, the airport administrator must carry out the removal work on behalf of the Aircraft Operator in the end.
⑥ A map of the route for delivery of removal materials and equipment to several locations within the airport (also draw a map of the route from outside of the airport to the airport if necessary. Also, indicate the location of areas (by size) where the disabled aircraft will be moved and temporarily stored, and indicate areas (especially grass areas) where iron plate will be required for paving).
⑦ Checklist for the Removal Action Plan
⑧ Record book for removal work

The following is a model (image) for preparing documents related to each item.

(1) Contact information for persons involved in the removal

Organize a list of contact persons and their responsibilities (roles) so that you can contact them promptly during the initial response.

List of contact information

Category	Organization/ Company name	Person-In-Charge	TEL/FAX	e-mail	Field of responsibility	Ramp-pass/Driving license

(2) List of persons involved in removal work

Since the removal work requires the participation of a large number of people and may be limited in time and date, the airport administrator must

accurately assess the situation and avoid delays in the removal work due to a lack of manpower. For this purpose, it is necessary to prepare a list of workers and assign them appropriately.

List of removal workers

Organization/ Company name	Person-In-Charge	Field of responsibility	Cell phone	Possible work dates	Ramp pass(number)	Driver's license

(3) Removal work assignment list

Since removal work may require a large amount of manpower depending on its scale, each task should be divided and classified (e.g., equipment delivery, preparation for removal, removal work, removal of equipment, etc.) to ensure quick and safe removal work, with specialists and non-experts from the airport cooperating to clarify who is to perform what.

Work Assignment Table

Work Overview		Organization/ Company Name	Responsible person	Number of workers	Cell phone	Remarks
Category	Work details					

(4) Checklist for assigning and carrying out removal work

Especially in the case of large-scale removal work, many organizations and companies will be involved, and breaking down and clarifying the details of each work assignment will be necessary for a quick and safe removal process.

In such a checklist, it is effective to clarify the progress of the work to be performed and the estimated time of completion in order to recognize a common understanding among the parties concerned.

Task allocation and progress checklist

No.	Task name	Work Overview Goal of the task	Start time(plan)	Finish time (plan)	Finish time (actual)	Verifier

(5) List of removal materials and equipment

Materials and equipment provided by the airport administrator and parties involved in the removal operation or used during the removal operation

Prepare a list of what removal materials and equipment are owned at airport, separating those owned by the airport administrator and those owned by concerning parties involved in the removal work. The list should include contact information of the owner, storage location, transportation route to the storage site, and method of use.

In addition, the estimated time of arrival at the airport, the delivery route, and the person who will escort to the disable aircraft (the ramp-pass owner approved to enter the work area) must be clearly identified, especially when the material or equipment is procured from an outside source.

Equipment Removal List

Machinery and an outline		Organization/ Company name	Responsible person	Cell phone	Remarks
Equipment Removal	Loading in / unloading out use method				

It is also useful to organize the information in the following format for external inquiries.

Materials and equipment owned by the airport administrator

Equipment name		List of materials and equipment No.	usage rules	number of expressions
1	Plane Skate		In the case of a leg problem on a small machine, the leg in question shall be placed on and secured and removed.	1
2	Transport rollers and belt loaders		In the case of a front leg problem on a small aircraft, the leg in question shall be placed on and secured and removed.	1
3	Airport Rescue Lighting Vehicles		Lighting of aircraft and work areas at night	1
4	Large jack		The aircraft is jacked up and mounted on transport rollers, etc.	

Materials and equipment owned by concerning parties involved in the removal

work

Equipment name		Holding company	List of materials and equipment No.	usage rules	Estimated cost	type size
1	Plane Skate	00 airline		In the case of a leg problem on a small machine, the leg in question shall be placed on and secured and removed.		
2	palette dolly	□□ Airlines		A crane is used to load and transport small aircraft and other equipment that have landed in the fuselage.		
3	Mobile Helipad	△△Air		Small aircraft, rotary-wing aircraft, etc. that have landed on the fuselage are loaded and transported by crane.		
4	Electric Traction Devices	◇Airline		Attached to the front wheels of a small aircraft for towing. However, it is difficult to tow over long distances.		
5	tractor	'◎◎Airline		Used for towing small to large aircraft.		

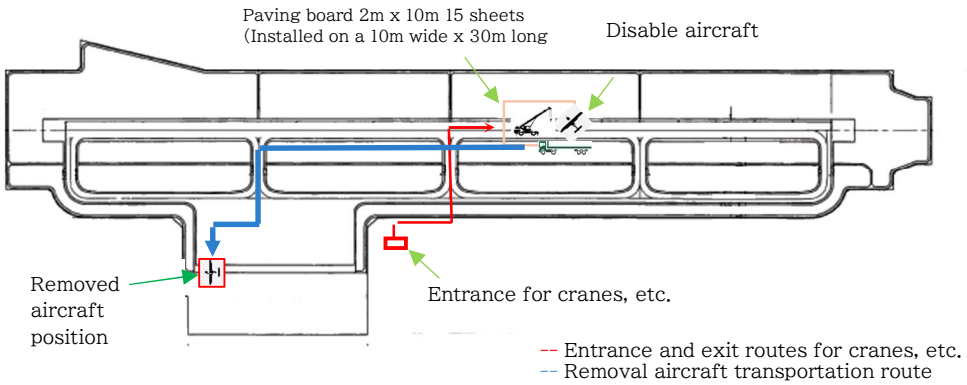
Personnel support, etc., depending on the nature of the removal work

Work Contents		belong to	the number of people
1	Materials and Equipment - Workers (Transportation - Guidance - Monitoring)		
2	Curing (ground reinforcement, fuel extraction)		
3	Preparation for moving (slinging, jacking up, setting up carts, etc.)		
4	Moving operations (from a hiding place to a temporary storage place)		
5	Cleanup (road surface cleaning, equipment cleanup, etc.)		

(6) Examples of routes for delivery of removal equipment, etc., and transportation of aircraft, and layout of heavy equipment

In the event of an incident, determine where equipment and materials will be transported, the route for delivery of equipment and materials, and the locations where paving slabs are required and the route for transporting equipment to be removed.

Location of non-navigable aircraft, temporary storage area, heavy equipment layout, etc. <Sample>



(7) Disable Aircraft Removal Action Plan Confirmation Table

Except in cases where the aircraft owner alone performs the removal work, when the airport administrator appoints a removal work coordinator, a checklist should be prepared and coordinated in advance to avoid omissions in the work performed by many parties. An example of a checklist is shown below.

00 airport	Disable Aircraft Removal Action Plan (Fixed on __/__/__)			
work Effective Date	Scheduled start date/time:		Scheduled end date/time:	
Aircraft operator			Flight Number	
aircraft	nationality	registration sign	Type	
Aircraft Condition	place of the disable aircraft			
	condition			
Working phases	Details of Measures	confirmation		remarks

Items to be checked before removal work	-Confirmation of permission to move the aircraft	Japan Transportation Safety Board Day Hour Minute ( ) Police Day Hour Minute ( )		
	-Determination of removal method (operator removal operation plan)			
	-Arrangement of removal equipment			
	-Removal equipment delivery route			
	-Ground maintenance, need for temporary roads			
	-Need for temporary removal of aviation lights			
	-Need for snow removal			
	-Consideration of weather conditions			
	-Arrangement of lighting vehicles, etc.			
	-Need for air obstruction lights			
	-Storage location to be determined			
	-Route to the storage location			
	-Necessity of establishing a field command post			
	-Need to unload cargo			
	-Confirmation of fuel spill			
	-Fuel extraction			
	-Confirmation of dangerous goods (cargo, airframe materials)			
	-Confirmation of underground burial (if necessary)			
removal	-Establishment of on-site command center (if necessary)			
	-Construction of ground maintenance, etc., if necessary)			
	-Snow removal from equipment delivery routes (if necessary)			
	-Snow removal of snow from the travel route of the nuclear sitter - storage area			
	-Drain fuel (if necessary)			
	-Cargo unloading (if necessary)			
	-Guidance of removal equipment delivery			
	-Removal of engine, etc. to reduce weight			
	-Protective measures, if necessary, in case of prolonged work			
	-Consideration of vertical tail fin removal			
	-Reporting on the progress of removal work (with or without real-time video)			

	-Removal work documentation (photo-video)			
	-Information on the estimated time of completion of the removal work			
	-Confirmation and report of completion of removal work			
	-Weather information monitoring			
	-Response to unforeseen circumstances			
Removal work completed	-Cleaning of removal movement paths			
	-Clearing of excavation area			
	-Inspection of related facilities			
	-Temporary airfield surface inspection			
	-Notam issuance procedure for operational startup			
after the fact	-Results of the response to the request from the Japan Transportation Safety Board			
investigative commission	-Time lapse report of the work			
	-Removal Methods - Equipment			
	-Review removal plans as needed			

(9) Record of removal work

Each removal task will be carried out by its own specialist, and how each task was carried out will be documented for post-verification purposes.

time	Work details	Equipment	Record Manager

2.1.2 Aircraft operator's removal operation plan to be submitted by the Aircraft operator, etc.

Airport administrator will require Aircraft operator to submit an operator removal operation plan before entering the airport or when receiving notification to use airport.

In addition, airport administrator should provide information (such as equipment and materials owing, contact information for related organizations, and transportation routes for heavy equipment to the airport) to Aircraft operator to be considered as common or necessary, and, if necessary, include

this information in the Aircraft operator removal work plan prepared by airport administrator as a common template.

【Note】

- The removal operation plan basically should be divided into ”debogging,” ”recovery,” and ”salvage” sections according to the extent of the removal work, and each section should be prepared separately for each type of aircraft (those with the same removal work content may be grouped together).
- When preparing the plan, if it is assumed that materials and equipment owned by the airt administrator will be used, adjustments including usage fees shall be made in advance, and these details shall be reflected in the removal operation plan and consent.

In this guidance, a model removal operation plan is provided for each operator (air carrier, aerial work user, and private owner) and each case size (debogging, recovery, and salvage).

As noted above, it is assumed that the airport administrator will prepare the individual operator removal operation plan by referring to the model [for individual owners].

The actual removal operation plan should be adjusted and used according to the situation of each operator, etc. and the circumstances of each airport.

*Blue letters and blue boxes in the operator removal operation plan are examples of entries.

In addition, assuming that an aircraft operator or private owner does not have a place of business at the airport, the airport administrator should fill in the information as shown in the sample entry in advance.

(1) Aircraft Operator's Removal Operation Plan (for air carriers)

*This plan must be submitted with the operator removal operation plan for the aircraft type before the operator enters the airport or when submitting the airport use notification.

Aircraft Operator's Removal Operation plan

(For Air Carriers)

date
belong to
Name of person responsible for removal work
address (e.g. of house)
Phone number
E-mail

In order to be prepared in the event of an aircraft being disabled, an operator removal work plan will be submitted for the [debogging section], [recovery section], and [salvage section], depending on the type of the navigational disruption, for the applicable model respectively.

In addition, in order to ensure a prompt response in the event that the airport administrator determines that a system for removal is not in place or that there will be a significant impact on airport operations, a "Consent for disabled aircraft" form will be submitted and the airport administrator and those involved in the removal work will be entrusted with part or all of the removal work. The airport administrator and the parties involved in the removal work will be entrusted with part or all of the removal work.

In addition, if a situation arises in which your airport is unable to procure any of the materials and equipment required for the removal listed below, we will separately clarify the relevant list and consult and coordinate with you on how to deal with the situation.

Aircraft Operator's Removal Operation Plan [Debog](For Air Carriers)

owner	
Aircraft Type and Registration Code	

When moving an aircraft on a runway or taxiway when the aircraft is stuck or deviating from the runway, etc., with relatively minor damage or no damage at all to the aircraft

Summary of Removal Methods

Provide a summary of how and when the equipment and workers will remove the equipment, how long it will take, when it will be removed, where the equipment will be removed to, etc.

1. operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1) Aircraft Owner

Company Name	
identity	
address	
Phone number	
E-mail	
owner	
Phone number	

*For individual owners, only the equivalent items should be listed.

In the case of joint ownership, the representative should be listed on behalf of all owners.

(2) Operation consignment company

Company Name	
belong to	
post	
identity	

address	
Phone number	
E-mail	

*This information is required when the vessel is operated by someone other than the owner. The name should be that of the representative operator.

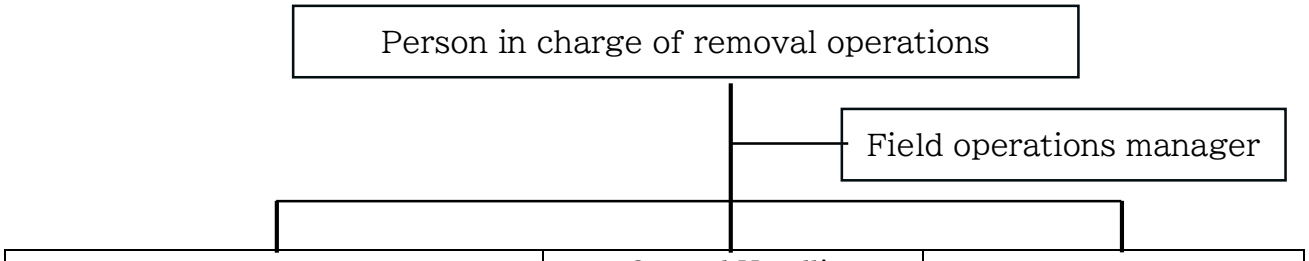
(3) Persons in charge of removal operations

Company Name		
Affiliation / Position		
identity		
address		
Phone number		
E-mail		

(4) Field operations manager (person in charge of on-site work)

Affiliation / Position		
identity		
Phone number		

(5) Operator removal work system



Maintenance Department	Ground Handling Division	Operation Division
Maintenance Department Affiliation Contact In-house maintenance, contractor maintenance, boarding maintenance	Affiliation Contact	Affiliation Contact

Head office - support department, etc. (*Insurance company, etc., if necessary)

Affiliation Contact

List of equipment and personnel (* Include contractors if necessary)

(1) List of equipment required to move the aircraft

Equipment	tractor	Move the aircraft from the runway, which is no longer navigable, to the 00 Aeronautical Operations Office.
storage location	00 Aeronautical Office in Airport	
Equipment Provider	00 Aeronautical Office	00 Aeronautical Office operates and maintains small aircraft of the same type as disable aircraft.
Borrowing method, etc.	spot contract	An agreement has been concluded in advance with 00 Airlines to pay for support work in the event of a disable aircraft incident.
Method of delivery, etc.	self-propulsion	The airport administrator will lead the way, and the company will drive itself from the 00 Aeronautical Office.
Other		

*When large equipment is to be brought in from outside the airport, a diagram showing the routes around and within the airport should be attached.

(2) List of personnel required to move the aircraft

Department in charge	Company Name/Affiliation	the number of people	remarks
maintenance	00 Airlines □□□ Airport Office	2	Towing of the aircraft in question
handling on the ground	ditto mark	1	ditto mark
operating (e.g. ships,	ditto mark	1	
Other	one's company	2	aircrew member of the aircraft concerned

(3) List of related organizations and contact information

Name of Organization	Contact	Adjustment Items

3. Arrangement of aircraft parts, etc. - Procurement method

(1) Spare parts at 00 airport (likely to be related to non-navigability)

As of Month/Year

Aircraft Type	Part Name	volume	remarks

(2) Arrangements for aircraft parts, etc. (related to removal) to be transported from other than your own airport - procurement method

Arrangements - Procurement Methods, etc.	Time (approximate)	remarks
		Located at the airport branch
		Arranged from outside the airport
		Procurement from outside the airport

(3) Other items of reference

Emergency contact information for the airline to which you are fusing - check

availability regularly.
The aircraft recovery manual for the aircraft manufacturer's applicable model is to be attached or provided immediately when required in the event of a disabled aircraft incident.

4. Methods related to removal work
-Work flow and role assignment

(data) item	(in) charge (of an area of responsibility, but not necessarily supervision	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch	Maintenance and ground handling: 3 persons in total	Transportation of tow vehicle, tow bar, spare tire, etc. to the aircraft concerned (lead by airport management company)	20
tow decision of adoption or rejection	Maintenance and ground handling: 3 persons in total	Check for possible brake release, etc. on the aircraft, and confirm that the tow bar can be installed.	10
Passenger disembarkation	nashi (Pyrus pyribole, esp. var. culta)		
Aircraft Movement Decisions	Maintenance Manager	Inspection of the entire aircraft was conducted, and it was determined that the aircraft could be moved in its current condition.	10
Preparing to move the aircraft	In charge of maintenance and ground handling		5
Inventory Check			
(issuing) directing (someone) to call (e.g. the Police)			
receipt (document) formalities (internal change, etc.)			
airframe transfer operation	Maintenance Manager	Towed by towing vehicle, maintenance personnel in other vehicles monitor the aircraft for any problems during towing.	15
Equipment & Personnel			
tire carrier			

exchange (something) working (per bottle)			
Tow work			
Road surface cleaning, etc.	In charge of maintenance and ground handling Airport management company in charge of airfields	FOD collection by airport management company airfield personnel, other debris cleaned by airport management company sweeper	20
Total time required			80

5. Other items of reference

If removal equipment is to be temporarily stored at the airport, the location and method of storage, etc.

Example of entry: The product will be stored and repaired in the hanger of the 00 Aircraft Works located in the airport concerned.

Aircraft Operator's Removal Operation Plan

[Recovery](For Air Carriers)

owner	
Aircraft Type and Registration Code	

When the aircraft cannot be moved without the use of an aircraft recovery kit or heavy equipment such as a crane due to deviation from the runway or damage involving the cabinet, forelegs or main landing gear, etc. (excluding total loss)

Summary of Removal Methods

Provide a summary of how and when the equipment and workers will remove the equipment, how long it will take, and where the aircraft will be removed to.

1. operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1) Aircraft Owner

Company Name	
identity	
address (e.g. of house)	
Phone number	
E-mail	
owner	
Phone number	

*For individual owners, only the equivalent items should be listed.

In the case of joint ownership, the representative should be listed on behalf of all owners.

(2) Operation consignment company

Company Name	
belong to	
post	
identity	

address	
Phone number	
E-mail	

*This information is required when the vessel is operated by someone other than the owner. The name should be that of the representative operator.

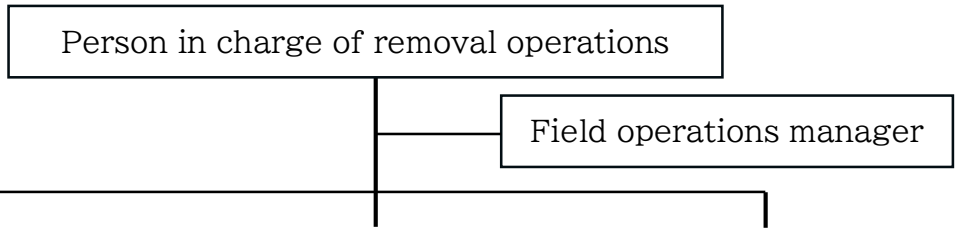
(3) Person in charge of removal operations

Company Name		
Affiliation / Position		
identity		
address		
Phone number		
E-mail		

(4) Field operations manager (person in charge of on-site work)

Affiliation / Position		
identity		
Phone number		

(5) Operator removal work system



Maintenance Department	Ground Handling Division	Operation Division
Maintenance Department Affiliation Contact In-house maintenance, contractor maintenance, boarding maintenance	Affiliation Contact	Affiliation Contact

Head office - support department, etc. (*Insurance company, etc., if necessary)

Affiliation Contact

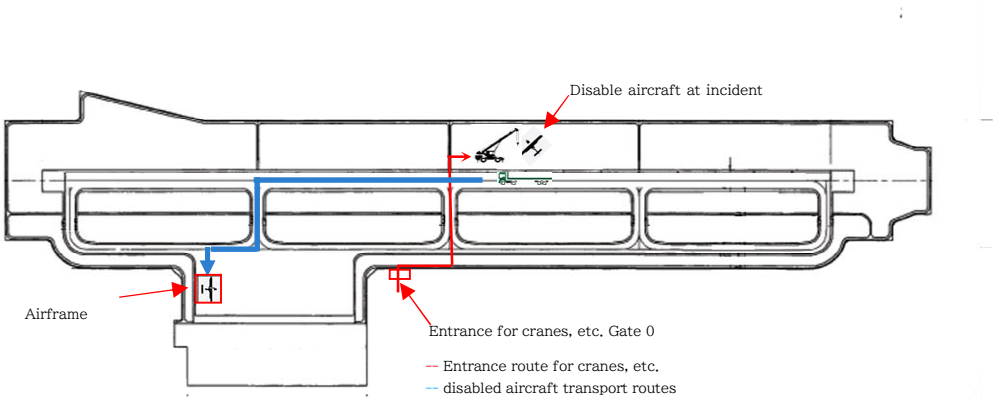
2. list of heavy equipment and personnel (*in case of removal without recovery kit)
The route of delivery of heavy equipment, etc. shall be coordinated with the airport administrator.

(1) List of heavy equipment, etc. (Enter a list of cranes (tow trucks), dollies, anvils, etc.)

Equipment	Crane truck 0t
Location	00 city, 00 ward, 00... Usually within 10 minutes by regular car from the airport.
Equipment Suppliers	Travel from the construction equipment rental office to the airport via Prefectural Road No. 0.
Delivery method - route, etc.	Expected to take 15 minutes (after the start of the move) to move 3 large vehicles (at the fastest speed)
Time (approximate)	One lead vehicle available in front of crane trucks, etc. No road permits are required for cranes.
Other	Usually, cranes are rented and are not always available. The company can handle vehicle delivery and crane operation.

*When large equipment is to be brought in from outside the airport, a diagram showing the routes around and within the airport should be attached.

Transportation Routes to the airport (example) Using Google map



Airport delivery route (example)

(2) List of personnel required to move the aircraft

Company Name/Affiliation	the number of people	remarks
00 Airlines 00 Airport Office	Five.	2 pilots, 4 mechanics
□□ Airlines 00 Airport Office	four people	2 pilots, 2 mechanics.

(3) Maximum takeoff weight (MTOW) for aircraft type

Aircraft Type	Weight (tons)	remarks

1 pound (lb) = 453.59 grams (g), 1 ton (t) = 2204.62 pounds (lb)

(4) Arrangement of Aircraft Recovery Kit - Procurement Method

The Aircraft Recovery Kit includes the necessary personnel - heavy equipment and other arrangements as part of the package.

IATP Web site ⇒ https://www.iatp.com/

Membership in IATP (International Airlines Technical Pool)

Membership in IATP	Yes/No
If not a member of IATP, spot contracting, if necessary, etc.	
How to obtain specific recovery kits	

(*If the contract is to be made at the time the incident occurs rather than in advance, please indicate the method.)

(2) Status of joint use agreements (pooling agreements), etc. concluded between airlines

(data) item	presence or absence	Airline Name
Removal equipment	Yes・No	

3. Methods related to removal work

Work items and role assignment
(*Add items and work summary as necessary.)

(data) item	(in) charge (of an area of responsibility, but not necessarily supervision of staff)	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch	Maintenance Manager (If the operator's maintenance staff is not available, the airport administrator will request cooperation from the operator on the airport)	Leading an airport management company vehicle from a business office in the airport to the job site.	15 min.
Survey of the status of disable aircraft	Removal Manager Airport administrator in charge (document the situation with photos, etc.)	-Check the condition of disabled aircraft (electrical system, liquid dependence spillage) -Check the condition of fuel and other spills (spill prevention measures, road surface cleaning) -Gathering information from airframe and engine manufacturers -Confirmation of loading status of hazardous materials, etc. -Check weight and center of	30 min.
Inspection of basic airport facilities	Airport administrator in charge	Runway Inspection Inspect runway lights, centerlines, and other lights.	30 minutes (in parallel with the removal work)
Determination of availability of recovery kits, etc.	person in charge of removal operations	Determine if normal crane slinging can be used for removal.	10 min.
Arrangement of heavy equipment, personnel, or recovery kits	person in charge of removal operations	Based on the survey conducted thus far, a concrete demolition plan is considered, and heavy equipment, personnel, etc.	15 min.
Weight reduction adjustment	person in charge of removal operations	-Fuel extraction -Unloading of mail, baggage, cargo, etc. Determination of	5 min.
Coordination with related organizations	Removal Operations Manager	-Administrative procedures, etc. necessary for removal Conducted in the office of the business office	(20 minutes) Not included in total time because work can be performed in duplicate.
Delivery of heavy equipment, etc. or recovery kit	person in charge of removal operations	-Transportation	30 min.

Aviation fuel, etc. drawing (wire, pipes, metal plate)	person in charge of removal operations	Determine if it is necessary Residual Fuel Calculation	5 min.
Unloading mail, baggage, cargo, etc.	person in charge of removal operations	Determine if it is necessary	
Airframe Protection	person in charge of removal operations	-Prevention of airframe parts from falling off and engine protection	5 min.
removal	person in charge of removal operations	-Stabilization (leveling) of the aircraft -Lifting of aircraft (lifting) Protective material required for transportation	60 minutes
Gear repair or replacement (gear inspection)	person in charge of removal operations	Determine if it is necessary	
Aircraft towing	person in charge of removal operations	-Towing or winch - Movement by mobile trailer	20 min.
Road surface cleaning, etc.	Manager in charge of removal operations and in charge of airport management company airfields	FOD collection by airport management company airfield personnel, other debris cleaned by airport management company sweeper	20 min.
Total time required			205 min.

4. Methods related to the removal of fuel from aircraft

(1) Maximum fuel capacity for each aircraft type

Aircraft Type	Fuel quantity (lb)	Remarks (fuel type, etc.)

(2) Fuel Extraction Method

Equipment, etc.	
organizations concerned	
Methods, etc.	

(*Include, if necessary, liaison and coordination with relevant agencies, including fire departments, and disposal methods for extracted fuel, etc.)

5. aircraft recovery manual

The aircraft recovery manual for the aircraft manufacturer's applicable model is to be attached or provided immediately when required in the event of a disabled aircraft incident.

6. other items of reference

If removal equipment is to be temporarily stored at the airport, the location and method of storage, etc.

Example: The aircraft will be transferred to spot No. 0 for night parking at the airport concerned and repaired. The duration of the project has not yet been determined, but is expected to last approximately one month.

Aircraft Operator's Removal Operation Plan
[Salvage] (For Air Carriers)

owner	
Aircraft Type	
registration sign	

Total loss of aircraft, accidents at sea, etc.

(*Details of the removal process are described in the [Recovery section].

Summary of Removal Methods

Provide a summary of how and when the equipment and workers will remove the equipment, how long it will take, and where the aircraft will be removed to.

1. operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1) Aircraft Owner

Company Name	
identity	
Company Address	
Phone number	
E-mail	
owner	
Phone number	

*For individual owners, only the equivalent items should be listed.

In the case of joint ownership, the representative should be listed on behalf of all owners.

(2) Operation consignment company

Company Name	
belong to	
post	
identity	
Company Address	
Phone number	

E-mail	

This information is required when the vessel is operated by someone other than the owner. The name should be that of the representative operator.

(3) Person in charge of removal work

Company Name	
belong to	
post	
address (e.g. of house)	
Contact	

(4) Person in charge of on-site work

Company Name	
belong to	
post	
Contact	

Head Office-Branch Contacts

(Head office)

Affiliation / Position	
Location	
Contact	

(Branch)

Branch name	
Affiliation / Position	
Location	
Contact	

Other emergency contacts (aircraft manufacturer, maintenance company)

(Aircraft manufacturer)

Company Name	
Affiliation - Position	
Location	

Contact	

(Maintenance company)

Company Name	
Affiliation - Position	
Location	
Contact	

(Security system, etc.)

Company Name	
Affiliation - Position	
Location	
Contact	

2. Other items of reference

If removal equipment is to be temporarily stored at the airport, the location and method of storage, etc.

The aircraft will be moved from the runway to a vacant lot 00 at the airport, disassembled, and removed from the airport. The period of time is scheduled to be about two weeks after the completion of the investigation by the aircraft manufacturer, etc. (estimated to take about one month).

(2) Operator removal work plan (for aerial work service operators)

*This plan must be submitted prior to the operator boarding the airport or when submitting the airport use notification, the operator removal work plan according to the aircraft type must be submitted.

Aircraft Operator's Removal Operation Plan

(For aerial work service operators)

date
belong to
Name of person responsible for removal work
address (e.g. of house)
Phone number
E-mail

In order to be prepared in the event of an aircraft being disabled, an operator removal work plan will be submitted for each type of disablement (debogging and recovery section and salvage section), depending on the type of disablement.

In addition, in order to ensure a prompt response in the event that the airport administrator determines that a system for removal is not in place or that there will be a significant impact on airport operations, a "Consent for disabled aircraft" form will be submitted and the airport administrator and those involved in the removal work will be entrusted with part or all of the removal work. The airport administrator and the parties involved in the removal work will be entrusted with part or all of the removal work.

In addition, if any of the materials and equipment required for removal listed below cannot be procured at your airport, we will separately clarify the list and consult and coordinate with you on how to respond to the situation.

Aircraft Operator's Removal Operation Plan
[Debog and Recovery Section]

(For aerial work service operators)

owner	
Aircraft type and registration symbol/number	

[Debog].

When moving an aircraft on a runway or taxiway when the aircraft is stuck or deviating from the runway, etc., with relatively minor damage or no damage at all to the aircraft

[Recovery]

When the aircraft cannot be moved without the use of an aircraft recovery kit or heavy equipment such as a crane due to deviation from the runway or stranding, damage including to the forelegs or main landing gear, etc. (excluding total loss).

1. Operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

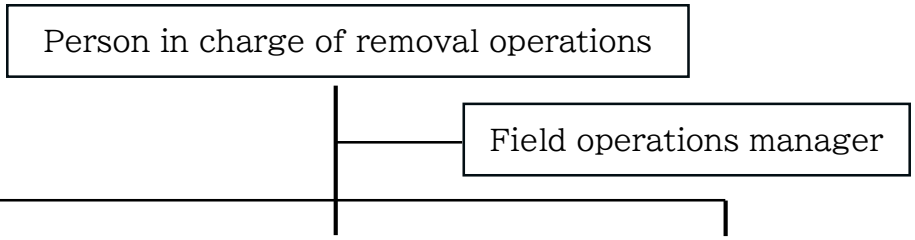
(1) Person in charge of removal operations

Company Name		
Affiliation / Position		
identity		
address (e.g.) of house)		
Phone number		
E-mail		

(2) Field operations manager (person in charge of on-site work)

Affiliation / Position		
identity		
Phone number		

(3) Operator removal work system



Maintenance Department	Ground Handling Division	Operation Division
Maintenance Department Affiliation Contact In-house maintenance, contractor maintenance, boarding maintenance	Affiliation Contact	Affiliation Contact

Head office - support department, etc. (*Insurance company, etc., if necessary)

Affiliation Contact

List of heavy equipment, etc. and personnel (*In case of removal without arranging aircraft recovery kit)
The route of delivery of heavy equipment, etc. shall be coordinated with the airport administrator.

(1) List of heavy equipment, etc. (List cranes (tow trucks), dollies, anvils, etc.)

Equipment	
Location	
Equipment Suppliers	
Delivery method - route, etc.	
Time (approximate)	
Other	

(2) List of personnel required to move the aircraft

Company Name/Affiliation	the number of people	remarks

(3) Maximum takeoff weight (MTOW) for aircraft type

Aircraft Type	Weight (tons)	remarks

1 pound (lb) = 453.59 grams (g), 1 ton (t) = 2204.62 pounds (lb)

3. methods related to removal work

-Work items and role assignment
(*Add items and a summary of work as necessary.)

(data) item	(in) charge (of an area of responsibility, but not	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch			
Investigation of the status of disable aircraft		-Check condition of disabled aircraft (electrical system, liquid spills) -Check the condition of fuel and other spills (spill prevention measures, road surface cleaning) -Gathering information from airframe and engine manufacturers -Confirmation of loading status of hazardous materials, etc. -Check weight and center of gravity	
Arrangement of heavy equipment and personnel			
Weight reduction adjustment		-Fuel extraction -Unloading mail, baggage, cargo, etc.	
Coordination with related organizations		-Administrative procedures, etc. necessary for removal	
Bringing in heavy		-Transportation	

Aviation fuel, etc. Extraction			
removal		-Lifting (lifting)	
Gear repair or replacement (gear inspection)			
Aircraft towing		-Towing or winch -Movement by moving charm trailer	
Road surface cleaning, etc.			
Total time required			

4. Methods related to the removal of fuel from aircraft

(1) Maximum fuel capacity for each aircraft type

Aircraft Type	Fuel quantity (lb)	remarks

(2) Fuel Extraction Method

Equipment, etc.	
organizations concerned	
Methods, etc.	

(*Include, if necessary, liaison and coordination with relevant agencies, including fire departments, and methods for coordinating storage locations for the extracted fuel.)

5. Aircraft Recovery Manual

Be prepared to safely and efficiently perform removal operations in accordance with the Aircraft Recovery Manual prepared by the aircraft manufacturer.

6. Other items of reference

Where and how to remove and store equipment to be removed, etc.

Aircraft Operator's Removal Operation Plan
[Salvage] (For aerial work service operators)

owner	
Aircraft type and registration symbol/number	

Total loss of aircraft, accidents at sea, etc.

*Details of the removal work shall be in accordance with the [Debog and Recovery Section.

1. Operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1) Aircraft Owner

Company Name	
identity	
Company Address	
Company Phone Number	
E-mail	
owner	
Phone number	

If jointly owned, all members must be listed. If company owned, the name of the company must be listed.

(2) Operation consignment company

Company Name	
belong to	
post	
identity	
Company Address	
Phone number	
E-mail	

This information is required when the vessel is operated by someone other than the owner. The name should be that of the representative operator.

(3) Person in charge of removal operation

Company Name	
belong to	
post	
address (e.g. of house)	
Contact	

(4) Field operations manager (person in charge of on-site work)

Company Name	
belong to	
post	
Contact	

(5) Head office - branch office contact information

(Head office)

Affiliation / Position	
Location	
Contact	

(Branch)

Branch name	
Affiliation / Position	
Location	
Contact	

Other emergency contacts

(Aircraft manufacturer)

Company Name	
Affiliation / Position	
Location	
Contact	

(Maintenance company)

Company Name	
Affiliation / Position	
Location	
Contact	

2. Other items of reference

If removal equipment is to be temporarily stored at the airport, the location and method of storage, etc.

(3) Aircraft Operator's removal operation plan (for individuals and other companies)

*This plan must be submitted with the operator removal work plan for the aircraft type before the operator enters the airport or when submitting the airport use notification.

Aircraft Operator's Removal Operation Plan

(For individuals and other companies)

date
belong to
Name of person responsible for removal work
address (e.g. of house)
Phone number
E-mail

In order to be prepared in the event of an aircraft being disabled, an operator removal work plan will be submitted for each type of disablement (debogging and recovery section and salvage section), depending on the type of disablement.

In addition, in order to ensure a prompt response in the event that the airport administrator determines that a system for removal is not in place or that there will be a significant impact on airport operations, a "Consent for disabled aircraft" form will be submitted and the airport administrator and those involved in the removal work will be entrusted with part or all of the removal work. The airport administrator and the parties involved in the removal work will be entrusted with part or all of the removal work.

In addition, if a situation arises in which your airport is unable to procure any of the materials and equipment required for the removal listed below, we will separately clarify the relevant list and consult and coordinate with you on how to deal with the situation.

Aircraft Operator's Removal Operation Plan
[Debog and Recovery]

(For individuals and other companies)

owner	
Aircraft type and registration symbol/number	

[Debog].

When moving an aircraft on a runway or taxiway when the aircraft is stuck or deviating from the runway, etc., with relatively minor damage or no damage at all to the aircraft

[Recovery]

When the aircraft cannot be moved without the use of an aircraft recovery kit or heavy equipment such as a crane due to deviation from the runway or stranding, damage including to the forelegs or main landing gear, etc. (excluding total loss).

1. Operator removal work system

(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1)Aircraft Owner

Company Name		
Company Address		
identity		
Company Phone Number		
Company E-mail		
Owner's phone number		

In the case of joint ownership, a list of all members (of whom the representative should be noted), and in the case of corporate ownership, the name of the company should be included.

(2) Operation consignment company

Company Name	
belong to	

post	
identity	
Company Address	
Phone number	
E-mail	

*This information is required when the vessel is operated by someone other than the owner. The name should be that of the representative operator.

(3) Person in charge of removal operation

Company Name		
Company Address		
Affiliation / Position		
identity		
Company Phone		
Company E-mail		

(4) Field operations manager (person in charge of on-site work)

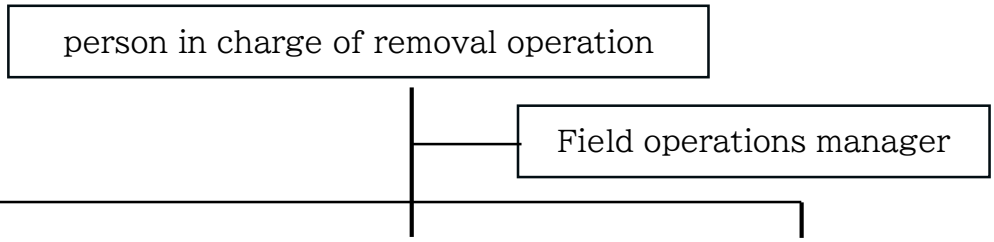
Affiliation / Position		
identity		
Phone number		
E-mail		

(5) Operator removal work system

(This description is for cases where the company owns the aircraft as a corporation.)

*If jointly owned, such as a flight club, please list the organization.

*If you own the property as an individual, this is not necessary as that person will be responsible for each and should be stated as such.



Maintenance Department	Ground Handling Division	Operation Division
Maintenance Department Affiliation Contact In-house maintenance, contractor maintenance, boarding maintenance	Affiliation Contact	Affiliation Contact

Head office - support department, etc. (*Insurance company, etc., if necessary)

Affiliation Contact

List of heavy equipment, etc. and personnel (*In case of removal without arranging aircraft recovery kit)
The route of delivery of heavy equipment, etc. shall be coordinated with the airport administrator.

(1) List of heavy equipment, etc. (Enter a list of cranes (tow trucks), dollies, anvils, etc.)

Equipment	
Location	
Equipment Provider	
Delivery method - route, etc.	
Time (approximate)	
Other	

(2) Maximum takeoff weight (MTOW) for aircraft type

Aircraft Type	Weight (tons)	remarks

1 pound (lb) = 453.59 grams (g), 1 ton (t) = 2204.62 pounds (lb)

(3) List of personnel required to move the aircraft

Company Name/Affiliation	the number of people	remarks

3. methods related to removal work

Work items and role assignment
(*Add items and work summary as necessary.)

(data) item	(in) charge (of an area	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch			
Survey of the status of disable aircraft		-Check condition of disabled aircraft (electrical system, liquid spills) -Check the condition of fuel spillage (spillage prevention measures, road surface cleaning) -Gathering information from airframe and engine manufacturers -Confirmation of loading status of hazardous materials, etc. -Check weight and center of gravity	
Arrangement of heavy equipment and personnel			

Weight reduction adjustment		-Fuel extraction -Unloading baggage, cargo, etc.	
Coordination with related organizations			
Bringing in heavy equipment, etc.		-Transportation	
Aviation fuel, etc. drawing (wire, pipes, metal plate)			
removal		-Lifting (lifting)	
Gear repair or replacement (gear inspection)			
Aircraft towing		-Tow or winch -Transportation by mobile trailer	
Road surface cleaning, etc.			
Total time required			

4. Methods related to fuel removal from aircraft (1) Maximum fuel loading capacity for each aircraft type

Aircraft Type	Fuel quantity (lb)	Remarks (fuel type, etc.)

(2) How to remove fuel

Equipment, etc.	
organizations concerned	
Methods, etc.	

(*Include, if necessary, liaison and coordination with relevant agencies, including fire departments, and methods for coordinating storage locations for the extracted fuel.)

5. Aircraft Recovery Manual

Be prepared to safely and efficiently perform removal operations in accordance with the Aircraft Recovery Manual prepared by the aircraft manufacturer.

6. other items of reference

Where and how to remove and store equipment to be removed, etc.

Aircraft Operator's Removal Operation Plan
[Salvage]
(For individuals and other companies)

owner	
Aircraft type and registration symbol/number	

When the aircraft cannot be moved without the use of an aircraft recovery kit or heavy equipment such as a crane due to deviation from the runway or stranding, damage including to the forelegs or main landing gear, etc. (excluding total loss).

1. Operator removal work system
(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)

(1) Aircraft Owner

Company Name	
Company Address	
identity	
Company Phone	
Company E-mail	
Owner Phone	

In the case of joint ownership, a list of all members (of whom the representative should be noted), and in the case of corporate ownership, the name of the company should be included.

(2) Operation consignment company

Company Name	
Company Address	
Affiliation / Position	
identity	
Company Phone	
Company E-mail	

*This information is required when the vessel is operated by someone other than

the owner. The name should be that of the representative operator.

(3) Person in charge of removal operation

Company Name		
Company Address		
Affiliation / Position		
identity		
Company Phone		
Company E-mail		

(4) Field operations manager (person in charge of on-site work)

Affiliation / Position		
identity		
Phone number		
E-mail		

(5) Other emergency contacts
(Aircraft manufacturer)

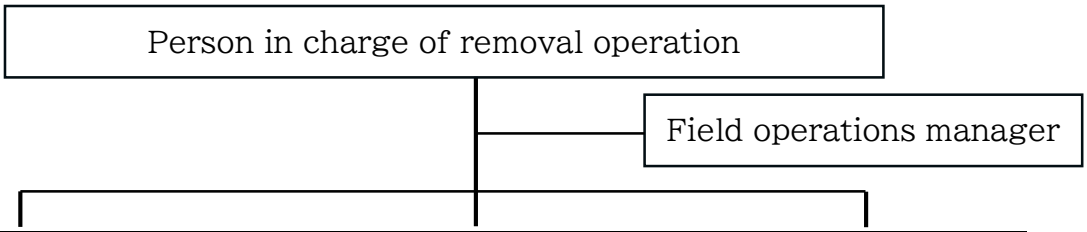
Company Name	
Affiliation - Position	
Location	
Contact	

(Maintenance company)

Company Name	
Affiliation - Position	
Location	
Contact	

(6) Operator removal work system
(This description is for cases where the company owns the aircraft as a corporation.)
*If jointly owned, such as a flight club, please list the organization.

*If you own the property as an individual, this is not necessary as that person will be responsible for each and should be stated as such.



Maintenance Department	Ground Handling Division	Operation Division
Maintenance Department Affiliation Contact In-house maintenance, contractor maintenance, boarding maintenance	Affiliation Contact	Affiliation Contact

Head office - support department, etc. (*Insurance company, etc., if necessary)

Affiliation Contact

2. list of heavy equipment, etc. and personnel (*in case of removal without arranging aircraft recovery kit)

The route of delivery of heavy equipment, etc. shall be coordinated with the airport administrator.

(1) List of heavy equipment, etc. (List cranes (tow trucks), dollies, anvils, etc.)

Equipment	
Location	
Equipment Suppliers	
Delivery Method - Route, etc.	
Time (approximate)	
Other	

(2) List of personnel required to move the aircraft

Company Name/Affiliation	the number of people	remarks

(3) Maximum takeoff weight (MTOW) for aircraft type

Aircraft Type	Weight (tons)	remarks

1 pound (lb) = 453.59 grams (g), 1 ton (t) = 2204.62 pounds (lb)
Methods related to removal work [Recovery, etc.

Work items and role assignment
(*Add items and work summary as necessary.)

(data) item	(in) charge (of an area of responsibility, but not necessarily supervision of staff)	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch			
Survey of the status of disable aircraft		-Check condition of disabled aircraft (electrical system, liquid spills) -Check the condition of fuel and other spills (spill prevention measures, road surface cleaning) -Gathering information from airframe and engine manufacturers -Confirmation of loading status of hazardous materials, etc.	
Arrangement of heavy equipment and personnel			
Weight reduction adjustment		-Fuel extraction -Unloading of mail, baggage, cargo, etc.	
Coordination with related organizations		Administrative procedures, etc. required for removal	
Bringing in heavy equipment, etc.		-Transportation	
Aviation fuel, etc. drawing (wire, pipes, metal plate)			
removal		-Lifting (lifting)	

Gear repair or replacement (gear inspection)			
Aircraft towing		-Tow or winch -Transportation by trailer	
Road surface cleaning, etc.			
Total time required			

4. method for removing fuel from aircraft

(1) Maximum fuel capacity for each aircraft type

Aircraft Type	Fuel quantity (lb)	Remarks (fuel type, etc.)

(2) Fuel Extraction Method

Equipment, etc.	
organizations concerned	
Methods, etc.	

(*Include, if necessary, the method of liaison and coordination with relevant agencies, including firefighting agencies, and the storage location of the extracted fuel).

5. other items of reference

If removal equipment is to be temporarily stored at the airport, the location and method of storage, etc.

2.1.3 Removal operation plan prepared for Aircraft Operators prepared by airport administrator

The operator's removal work plan should be submitted by the operator, etc. However, when an aircraft is boarded, mainly operated by an individual or other company, the operator, etc. is not expected to be capable of removing the aircraft. In this case, the airport administrator shall also request the operator's consent to use the operator's removal work plan that was prepared in advance by the airport administrator.

To address the above, prepare a removal work plan in advance by replacing the person responsible for the removal work with the airport administrator based on the "Operator Removal Work Plan (for individuals and other companies)" inspection 2.1.2(3) above, or by using the sample on the next page.

*Blue letters and blue boxes in the operator removal work plan are examples of

entries.

In addition, assuming that an aircraft operator or individual owner does not have a place of business at the airport, the airport administrator should fill in the information as shown in the example below in advance.

Aircraft Operator's Removal Operation Plan (prepared by the airport administrator)

1. airport administrator removal work system
(*An organization chart, etc., should be attached if necessary. Include emergency contact information for nighttime, etc.)
(1) Person responsible for removal operation

organization name	
Affiliation / Position	
identity	
Phone number	
E-mail	

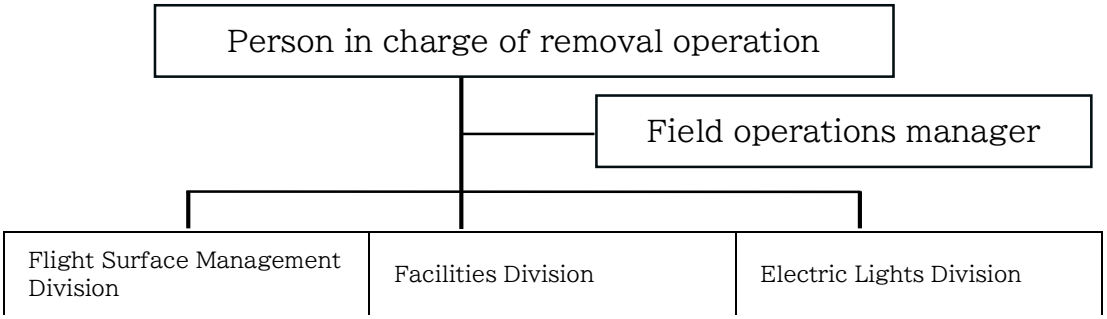
(2) Field operations manager (person in charge of on-site work)

organization name	
Affiliation / Position	
identity	
Phone number	

(3) Removal operations coordinator

organization name	
Affiliation / Position	
identity	
Phone number	

Aircraft Operator removal work system



Affiliation Contact	Affiliation Contact	Affiliation Contact

(4) Aircraft type to be removed

reference example

Aircraft Classification	Model Example	Remarks
small aircraft	SR22, B350, HDJT, DHC8	Aircraft that have been flown in and out in the past 3 years
Medium, large and ultra-large aircraft	A320, B787, A350	Aircraft in service for scheduled flights
rotary-wing aircraft	R22, B212, S61	Aircraft that have been flown in and out in the past 3 years
glider		Not assumed at this airport.

List of heavy equipment and personnel

(1) List of heavy machinery, etc.

Provide a list of cranes (tow trucks), sling ropes, dollies, slabs, etc. that can be used for the removal of disable aircraft on or off the airport.

Equipment	
Location	
Equipment Provider	
Delivery method - route, etc.	
Time (approximate)	
Other	

When large equipment is to be delivered from outside the airport, a diagram showing the delivery route from the location of the supplier to the airport and a diagram showing the delivery route within the airport (the airport should be divided into areas such as both ends of the runway and the center area, and the delivery route to these areas and the locations where paving boards are required should be identified) should be prepared.

Basically, since crane and other heavy equipment operating companies have obtained traffic permits, etc. in the past, we believe it is a good idea to utilize their expertise. We believe it is important to first investigate companies that have never transported cranes to the airport and coordinate with such companies.

A list should be made of removal equipment shared with surrounding airports and removal equipment owned by other

airport administrators that can be rented.

(2) List of businesses on and off the airport that may be able to assist in moving the aircraft

name of company	Business and possible cooperative work	Remarks

(3) Number of workers who may be able to assist in moving the aircraft

The maximum number and conditions for cooperation should be ascertained, as this may or may not be possible depending on the situation.
The number of pilots, mechanics, and other qualified holders should also be ascertained as a reference.

Company Name/Affiliation	the number of people	remarks

Methods related to removal work
Work items and role assignment
(*Add items and work summary as necessary.)

(data) item	(in) charge (of an area	Work Summary	Time (approximate)
Maintenance Manager on-the-spot dispatch			
Survey of the status of disable aircraft		-Check the condition of disabled aircraft (electrical system, liquid dependence spillage) -Check the condition of fuel and other spills (spill prevention measures, road surface cleaning) -Gathering information from airframe and engine manufacturers -Confirmation of loading status of hazardous materials, etc. -Check weight and center of gravity	

Determination of availability of recovery kits, etc.			
Arrangement of heavy equipment, personnel, or recovery kits			
Weight reduction adjustment		-Fuel extraction -Unloading of mail, baggage, cargo, etc.	
Coordination with related organizations		-Administrative procedures, etc. necessary for removal	
Delivery of heavy equipment, etc. or recovery kits		-Transportation	
Aviation fuel, etc. drawing (wire, pipes, metal plate)			
Unloading mail, baggage, cargo, etc.			
Airframe Protection		-Prevention of airframe parts from falling off and protection of engine	
removal		-Stabilization (leveling) of the aircraft -Lifting of aircraft (lifting)	
Gear repair or replacement (gear inspection)			
Aircraft towing		-Towing or winch - Movement by mobile trailer	
Road surface cleaning, etc.			
Total time required			

4. methods related to the removal of fuel from aircraft

(1) Operators capable of handling fuel removal from aircraft and their methods (domestic and international)

Company	sampling (i.e. as a survey method)	Contact

- Include liaison and coordination with relevant agencies, including fire departments (e.g., places handling hazardous materials) and disposal methods for extracted fuel.
- Include the results of coordination with Customs regarding the treatment of extracted fuel in the case of ocean-going aircraft.

5. Other items of reference

Where and how to remove and store equipment to be removed, etc.

Equipment Size	Candidate for temporary storage	Storage conditions, etc.
large machine	Vacant lot in airport 0	For short periods of time in debogging and recovery, the spot shall be a nighttime parking spot 00, and for longer periods, it shall be a vacant airport lot 00.
medium size plane	same as above	same as above
small aircraft	Employer Hanger Spot 0 for small aircraft	Basically, it is a hanger for the using business, but if it is not possible, it is a spot for a small aircraft.

2.2 Consent Form

For air carriers, etc. that regularly use specific airports (including divert destination airports. However, the following (a) Draft Agreement for Operators is assumed to be used for air carriers that normally use certain airports (excluding divert destination airports that are not normally assumed), subject to prior coordination and submission of an operator removal work plan. The contents of the consent form should be coordinated with each airport administrator and operator, etc., as appropriate, based on coordination with each airport administrator and operator, etc.

In addition, the airport administrator of a divert airport that is not normally expected to be used by the air carrier, etc., is required to have the application submitted promptly after landing if the air carrier, etc., is to use the airport in a hurry.

On the other hand, for operators who do not have the ability to remove aircraft at the airports used by individuals and other companies mentioned in the previous section, we assume that the following (b) Draft Agreement for Individuals and Other Companies will be requested on the assumption that the operator removal work plan prepared in advance by the airport administrator will be used.

In cases where the aircraft is owned jointly by flight clubs, etc., it is possible to receive a comprehensive amount from a representative for each aircraft. The following (c) assumes that the operator etc. will carry out the removal work, but will ask for removal assistance from the airport administrator and other parties involved in the removal work.

*If the airport administrator already requires the submission of a consent form (including online), please add a note covering the information in (a) or (b), depending on the operator, etc., and covering the information in (c), if necessary.

(a) Draft Consent Form for the Removal of Disabled Aircraft (For Airliners and aerial work service operator)

This Consent Form is made in order to clarify where the responsibility lies for the airport administrator or owner of the aircraft (hereinafter referred to as the "Aircraft Operator"), the person who is entrusted by the airport administrator to perform the removal work on behalf of the Aircraft Operator, in the event that an aircraft using the airport becomes disabled on the runway.

When using an airport, I agree to the following regarding the procedure in case my aircraft be disabled and is forced to stay on the runway or around.

(1) In principle, removal or relocation of disabled aircraft shall be the responsibility of the Aircraft Operator. Aircraft Operator shall carry out the removal work promptly taking into consideration the impact on airport operations.
(2) Removal shall be carried out in accordance with the submitted "Aircraft Operator's Removal Operation Plan" which adjusted with airport administrator mutually in advance.
(3) Promptly notify airport administrator and other relevant parties of information regarding the outlook for removal work of the disabled aircraft.
(4) Follow the instructions of the airport administrator or the Removal Operations Coordinator designated by airport administrator regarding matters necessary for aircraft removal.
(5) Aircraft Operator shall be responsible for all costs incurred in relation to the removal work (including the fees for the use of land and facilities for storing the removed aircraft) and the costs for restoring the airport to its original state in case of damage to the airport's functions, and the payment must be made by the specified method and by the due date specified by the airport administrator.
(6) The Aircraft Operator may, if necessary, request the airport administrator to carry out all or part of the removal work, but in that case the Aircraft Operator must agree to the following items from a) to e).

a) When the airport administrator is responsible for removal, the airport administrator may request a third party to carry out the removal work, provide equipment and personnel.

b) The Aircraft Operator shall bear the costs incurred from the removal work performed by the airport administrator and the use of the equipment and materials used in the removal (including equipment rental, equipment damage, service costs, transportation costs, etc.) and pay in a manner instructed by the airport administrator. In principle, the airport administrator

will not make any advance payments.

c) The Aircraft Operator will not make any claims for secondary damages caused unavoidably during the removal work carried out by the airport administrator.

d) If an injury occurred during removal work by the airport administrator, the injured person shall not be prevented from claiming damages against the Aircraft Operator.

e) Aircraft operators shall provide their utmost cooperation even if they request airport administrator to carry out removal work.

(7) Through the implementation of the above, if it takes a large amount of time for the Aircraft Operator to make an estimate or plan for removal, or if the airport administrator determines that it will have a significant impact on airport operations after taking into consideration factors such as stranded passengers at the airport or weather conditions, the airport administrator may remove the disabled aircraft after notifying the Aircraft Operator, without being requested by the Aircraft Operator. In this case, the costs and expenses incurred in the removal work shall be borne in accordance with paragraph (6) above.

(8) In order to ensure that there are no impediments to the performance of the above items, aircraft operators must make arrangements in advance with insurance companies, as necessary.

(9) If the airport administrator determines that there is a problem about the Aircraft Operator's compliance with this Consent Form, airport administrator may suspend the Aircraft Operator's use of the airport or take other necessary measures against the Aircraft Operator.

(10) If any matter not specified in this Consent Form or any doubt arises regarding the interpretation of this Consent Form, airport administrator and the Aircraft Operator will mutually negotiate in good faith and seek a prompt resolution.

I agree to all the above.

Company name _____

Month/Day/Year	Signatures:

(b) Draft Consent Form for the Removal of Disabled Aircraft (For individuals and other companies)

This Consent Form is made in order to clarify where the responsibility lies for the airport administrator or owner of the aircraft (hereinafter referred to as the "Aircraft Operator"), the person who is entrusted by the airport administrator to perform the removal work on behalf of the Aircraft Operator, in the event that an aircraft using the airport becomes disabled on the runway.

In the event that an aircraft in operation becomes disabled within the airport for any reason, the aircraft operator is responsible for promptly removing the aircraft to a location that does not affect airport operations, and in preparation for the event that the aircraft operator is unable to fulfill all or part of this responsibility, I agree in advance to the following items:

(1) Removal of disabled aircraft by airport authorities

In the event that an aircraft becomes disabled on the runway or around, causing a hindrance to airport operations, and the airport administrator determines that the Aircraft Operator does not have the ability to remove the aircraft by own self, the airport administrator may have the aircraft removed or moved to a location where it will not interfere with airport operations. in such cases, I agree the following items a) and b).

a) When the airport administrator do the removal work, the airport administrator may request a third party to carry out the removal work, provide equipment and personnel.

b) The Aircraft Operator shall bear the costs incurred from the removal work performed by the airport administrator, the use of the equipment and materials used in the removal (including equipment rental, equipment damage, service costs, transportation costs, etc.), and all costs incurred in relation to the removal work (including the fees for the use of land and facilities for storing the removed aircraft) and the costs for restoring the airport to its original state in case of damage to the airport's functions, and the payment must be made by the specified method and by the due date specified by the airport administrator.

(2) Method of removal work to be carried out by the airport administrator

The removal work will be carried out according to a removal plan prepared in advance by the airport administrator.

(3) Disclaimer

a) The Aircraft Operator will not make any claims for secondary damages caused unavoidably during the removal work carried out by the airport administrator.

b) If an injury occurred during removal work by the airport administrator, the injured person shall not be prevented from claiming damages against the Aircraft Operator.

(4) Coordination with insurance companies

In order to ensure that there are no impediments to the performance of the above items, aircraft operators must make arrangements in advance with insurance companies, as necessary.

(5) Measures to be taken if problem arise in implementation of this Consent Form

If the airport administrator determines that there is a problem about the Aircraft Operator's compliance with this Consent Form, airport administrator may suspend the Aircraft Operator's use of the airport or take other necessary measures against the Aircraft Operator.

(6) Discussions

If any matter not specified in this Consent Form or any doubt arises regarding the interpretation of this Consent Form, airport administrator and the Aircraft Operator will mutually negotiate in good faith and seek a prompt resolution.

request airport administrator to carry out removal work.

Month/Day/Year _____

Aircraft Operator

Affiliation - Representative Name

address

Phone number

E-mail

Signatures:. _____

Consent Form regarding the equipment and materials provided by the airport administrator and those involved in the removal work, or used to support the removal work

(c)Draft Consent Form for the Removal of Disabled Aircraft

This Consent Form clarifies who is responsible for the equipment and materials used in the removal of the disabled aircraft and represents a tripartite Consent Form between the Airport administrator, Aircraft Operator of the disabled aircraft and those involved in the removal work at the airport.

1. Materials and equipment provided by the airport administrator and removal-related cooperatives

(1) Materials and equipment owned by the airport administrator are as follows

Materials and equipment provided by airport administrator

Equipment name		List of materials and equipment No.	usage rules	Estimated cost	type size
①					
②					
③					
④					
⑤					

(2) Materials and equipment possessed by removal-related cooperatives are as follows

Materials and equipment provided by removal-related cooperatives

Equipment name		Holding company	List of materials and equipment	usage rules	Estimated cost	type size
①						
②						
③						
④						
⑤						

2. Personnel support depending on the content of the removal work

Based on the request, the airport administrator shall arrange for the following personnel, depending on the type of work

Personnel support the removal work

Work Contents		belong to	the number of people
①	Materials and Equipment - Workers (Transportation - Guidance - Monitoring)		
②	Curing (ground reinforcement, fuel extraction)		
③	Preparation for moving (slinging, jacking up, setting up carts, etc.)		
④	Moving operation (from a seat to a parking place)		
⑤	Cleanup (road surface cleaning, equipment cleanup)		

3. Disclaimer regarding use of equipment and material

① If any equipment or materials used is damaged, the Aircraft Operator is responsible for making compensation in a manner specified by the airport administrator.

② If new damage (excluding intentional damage) is caused to the disabled aircraft as a result of the use of the equipment, the repair costs will be borne by the Aircraft Operator.

③If the use of the equipment results in injury to the airport administrator or persons involved in the removal work, this will not prevent the injured person from claiming damages against the aircraft operator.

4. Use of equipment

①The Aircraft Operator or the person involved in the removal work will use the equipment and materials listed in item 1 above to perform the work of removing the disabled aircraft.

②The airport administrator will monitor the use of equipment and materials by Aircraft Operator or those involved in the removal work and provide advice as necessary.

I agree to all the above.

Month Day Year

Aircraft Operator
Affiliation - Representative Name
address
Phone number
E-mail

Signatures:.

Removal-related cooperative
Affiliation - Representative Name
address
Phone number
E-mail

Signatures:.

airport administrator
Affiliation - Representative Name
address
Phone number
E-mail

Signatures:.