



管 理 程 序

中 国 民 用 航 空 局

AP-139-II-CA-2024-05

***Partial translation for internal reference
ONLY***

运输机场残损航空器搬移管理办法

Management Procedure for Transport

Aerodrome Disabled Aircraft Removal

Part 1. Background

The 2024 revision of the Regulations on the Relocation of Damaged Aircraft at Transport Airports introduces significant enhancements over the 2022 version. It broadens the scope of applicability, provides clearer definitions, and strengthens the roles and responsibilities of both aircraft operators and airport management. Key additions include stricter requirements for staffing, mandatory technical training, detailed relocation agreements, and the allowance for operators to self-manage relocation under qualifying conditions. The update also improves coordination protocols, introduces exemption clauses for duplicate flight manual submissions, and formalizes procedures for cost and liability handling, making the regulation more comprehensive, operationally practical, and aligned with international standards.

Operators are strongly recommended to look into the obligations falls under the operators and consider necessary action, if deem required.

Part 2. Obligations of Operators

1. Primary Responsibility | 主体责任

- The operator is primarily responsible for relocating its damaged aircraft.
- 航空器运营人对本单位残损航空器的搬移负有主体责任。

2. Relocation Agreement | 搬移协议

- Sign ADARP agreement with each airport unless self-equipped.
- The agreement shall at least cover the following areas:
 - Roles & responsibilities | 双方责任义务
 - Aircraft types covered | 委托搬移机型
 - Indemnity clause | 二次损伤免责条款
 - Cost details | 搬移收费条款
 - Contact persons | 决策人及联系方式

3. Self-Relocation Conditions | 自行搬移条件

- Operators may self-manage if:
 - Equipped with sufficient tools | 配备足够搬移设备
 - Staff trained and drilled | 人员培训并演练
- 满足装备与能力条件的运营人可自行组织实施搬移。

4. Procedures & Staffing | 管理制度与人员配置

- Establish internal relocation procedures.
- Assign ≥ 2 trained technical staff at HQ and branches.
- 制定搬移管理程序, 明确职责; 总部及分支机构各配备不少于2名技术人员。

5. Aircraft Recovery Manuals | 飞机恢复手册提交

- Submit latest manuals to airports (CN or EN).
- Can be waived if airport already has it from another operator.
- New types: submit 30 days before entry into service.
- 向机场提交最新版手册; 如机场已有同型号手册, 可免; 新机型需提前30日补充提交。

6. Disabled Aircraft Removal Plan | 搬移预案

- Must submit plan to airport, including:
 - Org chart & roles | 组织结构及职责
 - Method per damage scenario | 不同损伤情形下的搬移方法
 - Personnel list | 相关人员名单及联系方式
 - Equipment list | 搬移设备清单
 - Training & drills | 培训与演练安排

- 应制定并提交完整的残损航空器搬移预案。

7. Training & Drills | 培训与演练

- Create training syllabus and perform regular drills.
- Or participate in airport-led sessions.
- 外航可结合实际选择组织或参加机场组织的培训与演练。
- 应制定培训大纲，并定期组织或参加搬移演练。

Appendix 1: Original regulation items applicable to operators

The majority of this regulation covers technical details of aircraft removal, mostly applicable to airport authorities. Below, we have abstracted all items applicable to AirAsia AOCs as operators and translated them into English for internal reference.

Chapter 1 – General Guidelines

Article 5

The aircraft operator holds primary responsibility for the recovery of a damaged aircraft. This may be executed directly or entrusted to the airport authority.

When entrusted, the airport authority shall organize removal operations under a Removal Agreement and is charged with developing the capacity necessary for such operations.

Chapter 2 – Operator Responsibilities

Article 7

Aircraft operators must enter into a Removal Agreement unless they possess the required number of trained personnel and recovery equipment, along with the ability to independently organize and execute aircraft recovery according to the specific aircraft types they operate.

Article 8

When delegating recovery to the airport authority, the operator shall formalize a Removal Agreement as part of, or in addition to, the Airport Use or Ground Handling Service Agreement, including provisions for alternate airports.

The Agreement shall include:

- Defined roles and responsibilities

- Aircraft types covered
- Secondary damage liability waiver
- Recovery fee structure
- Contact details of responsible decision-makers

Article 9

Operators within China must establish a removal management system, assign departments for routine oversight, and ensure technical staffing of at least two personnel at both headquarters and branch offices.

Those executing recovery themselves must designate an on-site commander to oversee the recovery process.

Article 10

Aircraft operators must provide up-to-date Aircraft Recovery Manuals in Chinese or English. If already held by the airport authority through another operator, this may be waived.

For new aircraft types, supporting documents should be submitted at least 30 days before introduction.

Article 11

Domestic operators must draft and submit a detailed recovery plan outlining organizational roles, recovery methods by damage scenario, training protocols, team member contact lists, and equipment details.

Foreign operators are also required to maintain equivalent plans or procedures.

Article 12

Operators in China must define a training syllabus and carry out regular drills, or take part in airport-led training initiatives.

Foreign operators may choose to participate or conduct training independently.

Chapter 4 – Costs and Liability Resolution

Article 20

Operators are responsible for the costs of aircraft recovery. The airport authority's expenses must be reimbursed as per the agreement.

Disputes over secondary damage are to be resolved through negotiation or, failing that, referred to the regional CAAC. Third-party evaluations may be sought if needed.

Chapter 6 – Supplementary Provisions

Article 24

New or modified airports must comply with these requirements prior to licensing. Existing airports and operators must implement corrective measures within six months of the regulation's enactment.

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