



Republic of the Philippines  
Department of Transportation and Communication  
**AIR TRANSPORTATION OFFICE**  
1300 MIA Road, Pasay City, Metro Manila

## **CHECKLIST FOR PUTTING UP AN AIRSTRIP HELISTOP/HELIPAD (AS APPLICABLE)**

- 1) Justification for the need of constructing/putting up an airstrip/helistop/helipad;
- 2) Environmental clearance from competent authority to address the issue regarding safety/noise pollution/security when operating into the airstrip/helistop/helipad;
- 3) Accomplishment of ATO Form No. AES 1-2001;
- 4) Submission of the following documents to support ATO Form No. AES 1-2001; such as:
  - a) **Vicinity Map** – Showing the proposed airstrip/helistop/ helipad (as applicable) in relation with its surrounding environment
  - b) **Location Plan**- Showing the proposed airstrip/helistop/helipad (as applicable) with the following information:
    - i) **For Airstrip** - Significant obstructions along its two (2) approaches on a slope of 1:20 from both ends of the runway  
-Significant obstruction along the edges of the airstrip at a transverse slope of 1:7
    - ii) **For Helistop/Helipad** - The height and distance of significant obstruction within a radius of 1,500 meters from the center of the proposed helistop/helipad
  - c) Detailed Layout Plan of the proposed airstrip/helistop/ helipad (as applicable)
    - i) *For Airstrip*- Detailed Plan, longitudinal and cross-section of the proposed airstrip, showing the dimension of the runway, and its airstrip; location of the windcone, day and distance –to-go markers
    - ii) *For Helistop*- Detailed Plan and cross section of the proposed helistop touchdown areas, the thickness of the sub-base, sub-grade and its

wearing surface to aid in the determination of its surface bearing strength

- iii) *For Helipad* - Detailed Plan and cross-section of the helipad structure, showing the dimensions of the safety and touchdown surface of the proposed helipad.
  
- d) Signed and dry sealed certification from a licensed Geodetic Engineer for the values obtain in filing up the items in the ATO Form No. AES 1- 2001, application for rating certificate, such as:
  - i) Geographical Coordinates
  - ii) Elevation AMSL in ft. or meters
  
- e) Signed and dry-sealed certification from a licensed Civil Engineer for the values obtained in filing up the items in ATO Form No. AES 1-2001, application for rating certificate, such as: Soil Boring Test Report to determine:
  - i) **Airstrip/Helistop** Surface Bearing Strength
  
- f) Signed and dry sealed certification from a licensed Structural Engineer, for the values obtained in filing up the item in ATO Form No. AES 1-2001, application for rating certificate to determine :
  - i) Helipad structural strength
  
- g) When the proposed airstrip/helistop/helipad (as applicable) is completed, submission of pictures showing:
  - i) **Airstrip** - Both approaches of the runway, location of the windcone, day and distance-to-go markers, fire extinguishers and first-aid kit
  - ii) **Helistop/Helipad** - Four (4) quadrant views of the helistop/helipad showing the location of the windcone, day markers, fire extinguishers and first-aid kit
  
- h) Submission of Official Receipt payment in the amount of Five Thousand Pesos Only (PHP 5,000.00) for Inspection Fee.