

**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS
MANILA**

Note No. **19-2570**

The Department of Foreign Affairs Office of Protocol presents its compliments to all Diplomatic Missions and has the honor to remind them of the following guidelines for the issuance of diplomatic clearance for the entry/exit and movement of foreign vessels and aircraft in the Philippines territory:

1. To allow concerned authorities of the government sufficient time to process requests for diplomatic clearance, the Department requires the submission of such requests **at least twenty (20) working days** prior to the arrival of foreign vessels or aircraft in Philippine territory.
2. Application for diplomatic clearance should be submitted for subsequent flights as a diplomatic clearance is issued on a per flight basis only.
3. A diplomatic clearance may be issued only for a request with the following information indicated in the application for the said clearance:
 - a. **For Foreign State Aircraft**
 1. Nationality, Aircraft Type, Registration Number and Call Sign of Aircraft;
 2. Purpose of the flight;
 3. Name and rank of person in command of aircraft;
 4. Names of passengers and nature and amount of cargo, if any;
 5. Pertinent itinerary, namely:
 - I. Point of origin and ultimate destination of flight
 - II. Last airport of call and next airport of call

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- III. Date, estimated time and point of penetration into Philippine Flight Information Region (FIR)
 - IV. Date, estimated time and point of penetration into Philippine Air Defense Identification Zone (PADIZ)
 - V. Date and estimated time of arrival (ETA) in a designated Philippine airport
 - VI. Itinerary while in the Philippines
 - VII. Date and estimated time of departure (ETD) from designated Philippine airport;
6. Statement that no aerial photography of any portion of the Philippines shall be taken;
 7. And other relevant information as may be required, which shall be submitted to ISU.
- b. For Foreign State Vessel**
1. Name, nationality and bow numbers;
 2. Type of vessel, to include armaments;
 3. Radio frequency and call sign;
 4. Purpose of visit;
 5. Point of origin and ultimate destination of voyage, naming last port and next port of call;
 6. Route to be taken to and from ports of call in the Philippines;
 7. Name and rank of Commanding Officer and senior officers present aboard, if any, and number of complement;

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8. Cargo and/or troops carried on board, if any;
9. Estimated time of arrival (ETA) from designated port of call;
10. Estimated time of departure (ETD) from designate port of call.

The Department of Foreign Affairs avails itself of this opportunity to renew to all Diplomatic Missions the assurances of its highest consideration.

Manila, 17 July 2019

All Diplomatic Missions Accredited to the Republic of the Philippines
Manila

