

# Compilation of Emergency Response Planning Regulations, Standards, and Guidance Applicable to Civil Aviation

Edition 1.0 | July 2021

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# Revision Record

## Revision Table

Revision	Date	Section(s)	Significant Changes
<b>Edition 1.0</b>	July 2021		First release.

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# Purpose

The purpose of this document is to illustrate all existing guidance in the field of Emergency Response Planning. This document will be regularly updated, considering the crucial developments and changes related to ERP regulations, standards, and guidance.

The list is divided into four following sections:

- International Instruments and Documents;
- Regional and National Regulations and Documents;
- Aviation Industry Specific Documents; and
- Other Relevant Industry Framework.

Each section contains the name of the organization/owner of the document, brief description, status, tags, and the URL link to the website where the document is published or available for purchase from the publication owner.

For more information, comments, and suggestions related to this document, or if you represent any of the organizations mentioned in this document and would like to engage with us on ERP, please contact us at [aviationsecurity@iata.org](mailto:aviationsecurity@iata.org).

# 1. International Instruments and Documents

This section is specifically related to the international legal instruments like international conventions that refer, indirectly or directly, to emergency response. Moreover, this section is focused on the International Civil Aviation Organization (ICAO) and its documents that address the topic.

**TABLE 1. INTERNATIONAL INSTRUMENTS AND DOCUMENTS**

Organization	Regulation / Standard / Recommendation Name	Purpose / Comments / Precip	Status	#Tag	Source (URL Link)
International Civil Aviation Organization (ICAO)	<b>Annex 9 – Facilitation</b>	<b>Annex 9 (Facilitation)</b> embodies the SARPs and guidance material pertaining specifically to the facilitation of landside formalities for clearance of aircraft and passengers, goods and mail, with respect to the requirements of customs, immigration, public health and agriculture authorities. Family assistance provisions have been issued since 2005 and deals with facilitating entry and repatriation of human remains.	Published 15 <sup>th</sup> Edition, October 2017	#SARPs #Transversal	<a href="https://www.icao.int/Security/FAL/Pages/Annex9.aspx">https://www.icao.int/Security/FAL/Pages/Annex9.aspx</a>
	<b>Annex 13- Aircraft accident and incident investigation</b>	<b>Annex 13 (Aircraft Accident and Incident Investigation)</b> contains the international Standards and Recommended Practices for aircraft accident and incident Investigation. Details regarding rights and entitlements of States participation having suffered fatalities or serious injuries to their citizens.	Published 12 <sup>th</sup> Edition, July 2020	#SARPs #Transversal	<a href="https://www.icao.int/safety/airnavigation/aig/pages/documents.aspx">https://www.icao.int/safety/airnavigation/aig/pages/documents.aspx</a>
	<b>Doc 9998 Policy on Assistance to Aircraft Accident victims and their families</b>	The <b>ICAO Doc 9998</b> sets out ICAO policies regarding the provision of assistance to aircraft accident victims and their families. States are encouraged to incorporate these policies when planning, developing, and implementing their legislation, regulations, policies and procedures related to family assistance.	Published 1 <sup>st</sup> Edition, 2013	#Guidance #Transversal	<a href="https://www.icao.int/Meetings/a38/Documents/DOC9998_en.pdf">https://www.icao.int/Meetings/a38/Documents/DOC9998_en.pdf</a>

	<b>Doc 9973 Manual on Assistance to Aircraft Accident Victims and their Families</b>	The <b>ICAO Doc 9973</b> provides guidance on the types of family assistance that may be provided to aircraft accident victims and their families. It discusses the types of assistance that may be provided, as well as the providers and recipients of such assistance. Examples are provided of one State's legislation and response plan for the provision of family assistance.	Published 1 <sup>st</sup> Edition, 2013	#Guidance #Transversal	<a href="https://store.icao.int/">https://store.icao.int/</a>
	<b>Doc 9481 Emergency Response Guidance for Aircraft Incidents Involving Dangerous Good</b>	The <b>ICAO Doc 9481</b> provides guidance to States and operators for developing procedures and policies for dealing with dangerous goods incidents on board aircraft. It contains general information on the factors that may need to be considered when dealing with any dangerous goods incident and provides specific emergency response drill codes for each item listed in the Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284).	Published 2021	#Guidance #Transversal	<a href="https://store.icao.int/en/emergency-response-guidance-for-aircraft-incidents-involving-dangerous-goods-doc-9481">https://store.icao.int/en/emergency-response-guidance-for-aircraft-incidents-involving-dangerous-goods-doc-9481</a>

## 2. Regional and National Regulations and Documents

This section is specifically related to the regional and national regulations, recommendations, documents including strategy and/or guidance related to ERP.

**TABLE 2. REGIONAL AND NATIONAL REGULATIONS AND DOCUMENTS**

Organization	Regulation / Standard / Recommendation Name	Purpose / Comments / Precs	Status	#Tag	Source (URL Link)
FAA	<b>Aviation Event Emergency Response Plan Review Checklist</b>	The <b>Aviation Event Emergency Response Plan (ERP) Review Checklist</b> is a tool to help aviation event Inspectors in Charge (IIC) review ERPs for compliance with the requirements of policy 8900.488. In addition to providing a simple means for assessing ERP compliance and identifying strengths and deficiencies, the Checklist provides a standardized means for documenting ERP reviews for record purposes, and it provides a structure for discussions with event sponsors when ERP compliance issues arise.	In Force	#BasicRegulation	<a href="https://www.faa.gov/about/initiatives/airs/how/media/Aviation_Event_Emergency_Response_Plan_Review_Checklist.pdf">https://www.faa.gov/about/initiatives/airs/how/media/Aviation_Event_Emergency_Response_Plan_Review_Checklist.pdf</a>

European Union	EU Regulation 996/2010	The Regulation 996/2010 states all EU member states are required to have an aviation accident emergency plan and EU airlines are obliged to have a plan for assistance to the victims and their relatives which is regularly audited by the Authority	In Force	#BasicRegulation	<a href="https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32010R0996">https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A32010R0996</a>
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### 3. Aviation Industry Specific Documents

This section is specifically related to the aviation industry documents, including guidance, toolkits, standards, etc.

TABLE 3. AVIATION INDUSTRY SPECIFIC DOCUMENTS					
Organization	Regulation / Standard / Recommendation Name	Purpose / Comments / Precs	Status	#Tag	Source (URL Link)
International Air Transport Association (IATA)	<b>IOSA Standards Manual (ISM) 14<sup>th</sup> Edition,</b>	<p>The <b>IOSA Standards Manual (ISM)</b> is published in order to provide the IOSA standards, recommended practices (ISARPs), associated guidance material, and other supporting information necessary for an operator to prepare for an audit successfully.</p> <p>The Edition 14<sup>th</sup> includes:</p> <ul style="list-style-type: none"> <li>Section 4 Emergency Response under ORG</li> </ul>	Published, December 2020 Effective: September 2021	#Standard #Recommendation #GuidanceMaterial	<a href="https://www.iata.org/en/iata-repository/publications/iosa-audit-documentation/iosa-standardsmanual-ism-ed.-14/">https://www.iata.org/en/iata-repository/publications/iosa-audit-documentation/iosa-standardsmanual-ism-ed.-14/</a>
	<b>Emergency Response Handbook</b>	<p>The <b>Emergency Response</b> is a guidance which contains Emergency Response Procedures,</p> <ul style="list-style-type: none"> <li>Command and control,</li> <li>Communication and enquiries,</li> <li>Go Teams and humanitarian responses,</li> <li>Media management,</li> <li>Drills and Exercises</li> <li>Mutual Assistance.</li> </ul>	Published, August 2015	#Guidance	<a href="https://www.iata.org/en/publications/storage/emergency-response-handbook/">https://www.iata.org/en/publications/storage/emergency-response-handbook/</a>

	<b>Disruption Management Manual</b>	<p>The <b>Disruption Management Manual</b> is the key reference for disruption management in aviation and a valuable guidebook for a wide range of professionals. It provides airlines, ground handlers and other aviation stakeholders a directory of guidelines and recommended practices that can support an efficient and seamless accommodation of customers during disruptions. Contents include</p> <ul style="list-style-type: none"> <li>• Provisions in case of delay, cancellation, denied boarding;</li> <li>• Passenger claims and liability,</li> <li>• Communication,</li> <li>• Interline considerations on irregular operations (IROPs),</li> <li>• Provisions in case of baggage disruption</li> <li>• Best practices for IROPs handling during a pandemic.</li> </ul>	Published, December 2020	#Guidance	<a href="https://www.iata.org/en/publications/storage/disruption-management-manual/">https://www.iata.org/en/publications/storage/disruption-management-manual/</a>
	<b>Crisis Communication in the Digital Age</b>	<p>The Crisis Communication in the Digital Age is meant to support the communications departments of airlines, airports and manufacturers in dealing with the news media after an aviation accident in the digital age. Topics include:</p> <ul style="list-style-type: none"> <li>• Communication factors,</li> <li>• Communication structure,</li> <li>• Roles and responsibilities of communication.</li> <li>• Response before and after incidents (including cyber)</li> </ul>	Published, January 2019	#Guidance	<a href="https://www.iata.org/en/publications/crisis-communications-guidelines/">https://www.iata.org/en/publications/crisis-communications-guidelines/</a>
	<b>Airport Handling Manual</b>	<p>This publication focusses on ERP for ground handling companies and coordination between airports, airlines and handlers. Publication currently under review coordinated by the IATA Ground Ops team</p>	Published January 2020	#Guidance	<a href="https://www.iata.org/en/publications/storage/airport-handling-manual/">https://www.iata.org/en/publications/storage/airport-handling-manual/</a>
	<b>ERP Public Health Emergencies</b>	<p>This document contains guidance and checklists for use by air carriers in the event of a public health emergency.</p>	Published, 2020	#Guidance	<a href="https://www.iata.org/contentassets/f1163430bba94512a583eb6d6b24aa56/airline-s-erp-checklist.pdf">https://www.iata.org/contentassets/f1163430bba94512a583eb6d6b24aa56/airline-s-erp-checklist.pdf</a>



Airports Council International (ACI)	<b>Emergency Preparedness &amp; Contingency Planning Handbook</b>	The <b>Handbook</b> bringing together best practices, knowledge and experience from aerodromes around the world. The handbook assists aerodrome operators to develop and implement a robust aerodrome emergency plan, including restoration of operations after an emergency. It also deals with business continuity planning. The handbook covers the roles and responsibilities of aerodrome operators, as well as coordination of emergency response plans with other organizations interfacing with the aerodrome during an emergency.	Published, 2014	#Guidance #Aerodromes	<a href="https://store.aci.aero/product/emergency-preparedness-and-contingency-planning-handbook-first-edition-2014/">https://store.aci.aero/product/emergency-preparedness-and-contingency-planning-handbook-first-edition-2014/</a>
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## 4. Other Relevant Industry Framework

This section is specifically related to the other relevant ERP guidance framework applicable to civil aviation.

TABLE 4. OTHER RELEVANT ERP INDUSTRY FRAMEWORK					
Organization	Regulation / Standard / Recommendation Name	Purpose/Comments/Precis	Status	#Tag	Source (URL Link)
Fox Rothschild LLP	<b>Fox Rothschild Emergency Response Handbook</b>	The <b>Fox Rothschild Emergency Response Handbook</b> contains the basic advice and resource materials that we have found to be helpful in the aftermath of a transportation accident. It provides a solid basis from which an accident response plan can be developed	Published, Sep 2020	#Guidance	<a href="https://foxrothschild.gjassets.com/content/u">https://foxrothschild.gjassets.com/content/u</a>

# Index

## 1. International Instruments and Documents

### International Civil Aviation Organization (ICAO)

- Annex 9- Facilitation
- Annex 13- Aircraft accident and incident investigation
- Doc 9481- Emergency Response Guidance for Aircraft Incidents Involving Dangerous Goods
- Doc 9973- Manual on Assistance to Aircraft Accident Victims and their Families
- Doc 9998- Policy on Assistance to Aircraft Accident victims and their families.

## 2. National Regulations and Documents

### United States: Federal Aviation Administration (FAA)

- Aviation Event Emergency Response Plan Review Checklist

### European Union

- EU Regulation 996/2010 on family assistance

## 3. Aviation Industry Specific Documents

### International Air Transport Association (IATA)

- IOSA Standards Manual (ISM), 14<sup>th</sup> Edition
- IATA Emergency Response Handbook, 1<sup>st</sup> Edition
- IATA Disruption Management Manual, 1<sup>st</sup> Edition
- Crisis Communication in the Digital Age (Publicly Available Guidance)
- Airport Handling Manual, 41<sup>st</sup> Edition
- ERP Public Health Emergencies Guidelines (Publicly Available Guidance)

### Airports Council International (ACI)

- Emergency Preparedness & Contingency Planning Handbook. 1<sup>st</sup> Edition

## 4. Other Relevant Industry Framework

### Fox Rothchild LLP

- Fox Rothchild Emergency Response Handbook