



## Application for Australian Military Technical Standard Order Authorisation

### Guidance

These guidelines are designed to assist you to complete the DASR Form 34 for approval as a Australian Military Technical Standard Order (AUSMTSO) Authorisation under Defence Aviation Safety Regulation (DASR) 21, Subpart O.

#### **IMPORTANT**

**It is the applicant's responsibility to apply for DASA approval only if they have a requirement for the approval and can demonstrate compliance with all the relevant regulatory requirements.**

Please carefully read this document and any relevant Acceptable Means of Compliance or Guidance Material issued by DASA. This information is available on the [Defence Aviation Safety Authority](#) (DASA) website and will assist with the application process.

#### **About this form and application process**

##### **Application Process**

Completing this application form is the first step in the application process. Once received, DASA will review your application including all supporting documentation provided.

**Applicants are to complete and sign a PDF version of this application form electronically and submit to the nominated DASA email below.**

**NOTE:** DASA may not consider an application or cease to consider it further while the applicant has not complied with all DASR requirements.

##### **DASR Form 34**

This DASR Form 34 is the official DASA form to apply for Australian Military Technical Standard Order (AUSMTSO) Authorisation under DASR 21 Subpart O. This form is considered part of an application pack and should be submitted with the appropriate evidence to support the application.

#### **Withdrawal of Application**

An application can be withdrawn in writing at any time.

#### **Section 1-2: Applicant Information**

**Applicant's Reference.** Please provide a brief, unique identifier that will be used to refer to your application.

**Defence Aviation Reference Number – Organisation (DARNO).** This is a unique organisational identifier issued by DASA. If an organisation has previously been issued any organisational approval under DASRs, a DARNO will also have been issued and can be found on the approval certificate. If your organisation has never previously held any approvals under DASRs, a DARNO will be issued with the approval certificate.

**Organisation Name.** Please fill in here exactly as you wish your organisation's name to appear on the Australian Military Technical Standard Order (AUSMTSO) Authorisation certificate and Limitations.

**Organisation Address.** Enter your organisation's main physical address. If the AUSMTSO Authorisation certificate is to be delivered elsewhere (e.g. a PO Box), please indicate this in the postal



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address section below.

**Contact person and contact details.** Please provide an individual's name and contact details through which DASA can direct all correspondence regarding the application and assessment process of the AUSMTSO.

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### **Section 3-7 – AUSMTSO Identification**

Please identify the applicable activity.

**Minor Changes.** Please complete the approval number and issue and issue date in case of Minor change to approved equipment. Describe briefly the Minor change to approved equipment if applicable.

**Product Identification.** Please enter the Type/Model name as it should appear on the AUSMTSO certificate. Provide a description for the Type/Model with Part Number(s).

**Certification Basis.** Please enter the AUSMTSO standard. Indicate whether the application includes deviations and make reference to the document explaining the compensating factors or the design features providing an equivalent level of safety or state "None" if the equipment is fully compliant with the requirements.

**Data Requirements.** Enter the MPOA number according to Part 21 subpart G or reference to the letter of agreement according to Part 21 subpart F. Enter any additional information you think is necessary for your application for example providing DASR Form DDP (Declaration of Design and Performance).

**Part 21 Demonstration of eligibility.** Please select one of the four options and indicate the date of application and the DASR reference MDOA as applicable.

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### **Privacy Policy**

DASA requires the provision of information as listed in this form. All such information received will be treated as confidential and will not be disclosed to any third parties unless that disclosure is required or authorised by law. DASA will safeguard personal information however, please be aware that DASA policy is to publish approvals on its website.

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### **Form Submission**

Submit the electronic application to DASA by email: [DASA.DCACAA@defence.gov.au](mailto:DASA.DCACAA@defence.gov.au)

NOTE: If there is insufficient space in any of the fields, please attach additional information to this form.



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**Application**

<b>1. Applicant's Reference</b>					
<b>1.1 Your Reference</b>					
<b>2. Applicant Address and Contact Data</b>					
<b>2.1 Applicant Data</b>					
<b>2.1.1 Name and Address</b>	DARNO <i>(if previously issued)</i>				
	Organisation Name				
	Street No and Name				
	Suburb	State	Post Code		
	Country				
<b>2.1.2 Contact Person</b>	Title/Rank				
	Full Name				
	Position Title				
	Phone				
	Email				
<b>2.1.3 Postal Address</b> <i>(if different from above)</i>	Street No and Name				
	Suburb	State	Post Code		
	Country				
<b>3.0 Identification of Activity</b>					
<b>3.1 Application Type</b>	<input type="checkbox"/> Initial Approval of Equipment <input type="checkbox"/> Minor Change to approved equipment which requires a change of the AUSMSTO* (→ please complete 3.2 and 3.3)				
*Note: Minor Changes to approved equipment will be charged the applicable fee for administrative re-issuance.					
<b>3.2 Approval N°</b> <i>(only complete in case of Minor change to approved equipment)</i>				Issued on:	
<b>3.3 Description of Minor Change</b> <i>(only complete in case of Minor change to approved equipment)</i>					



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## 4. Product Identification

4.1 Type/ Model

4.2 Description

4.3 Part Number(s)

## 5. Certification Basis

5.1 AUSMTSO

5.2 Deviations

 None Deviations (→ please specify below)

## 6. Data Requirements

6.1 Demonstration for Capability for Production

(if applicable)

6.2 Remarks

(e.g. DDP in process)

## 7. Part 21 demonstration of capability

I declare that this application is: *(select one of the four options)*

Within the current approved scope of work of the applicant's MDOA.

Following an application for Military Design Organisation Approval (DASR Form 80) or Alternative Procedures to Design Organisation Approval (DASR Form 81).

Application Date

Project N°

Following an application for a change to the scope of work via DASR Form 81 or DASR Form 82.

Application Date

Project N°

Inclusive of the design procedures required by **DASR 21.A.602B**.

## 8. Outline of Additional Data Requirements

### 8.1 Submission Checklist

Please confirm that the following information is included as part of your application:

All applicable procedures required by DASR 21.A.602B, DASA Form DDP and data required by the AUSMTSO standard

Compliance Checklist/Cross-Reference Matrix

**Note:** Additional information about your design/production organisation may be sought at a later stage.

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## 9. Applicant's declaration *(to be completed by the Chief Executive)*

Declaration

- I declare that the information provided on this form is correct and complete.
- I understand and accept that for DASA to proceed with this application, I have supplied all supporting documentation to DASA.

Date	Name/Position	Signature

## 10. DASA USE ONLY

10.1 Record Objective ID

10.2 FastTrack Reference

### 10.3 Review of Australian Military Technical Standard Order Authorisation

<input type="checkbox"/> Approved	Comments	
<input type="checkbox"/> Requires Resubmit		
<input type="checkbox"/> Not Approved		

Certificate Number

### 10.4 Terms of Approval Agreed

<input type="checkbox"/> Yes	Comments	
<input type="checkbox"/> No		

Date	Name/Position	Signature