



Application for Initial Approval and Approval of Amendment(s) to Approved Aircraft Maintenance Programme

Guidance

These guidelines are designed to assist you to complete the form and the application process for the issue of approval of Aircraft Maintenance Programme (AMP) under Subpart C - M.A.302 of Defence Aviation Safety Regulations 2016.

Relevant Policy

DASR M – Continuing Airworthiness Management Subpart C, M.A.302 Aircraft Maintenance Programme (AMP)

Instruction for completion

This form is made of seven (7) parts:

Part A – Details of Applicant	Completion of this part is mandatory
Part B – Purpose of the Application	Completion of this part is mandatory
Part C – Information about the proposed Aircraft Maintenance Programme	Completion of this part is mandatory, as applicable to application purpose indicated at Part B
Part D – Information about the proposed <u>amendment(s)</u> to the approved Aircraft Maintenance Programme	Completion of this part is mandatory, as applicable to application purpose indicated at Part B
Part E – Checklist	Completion of this part is mandatory, as applicable to application purpose indicated at Part C or Part D
Part F – Supporting Documentation	Completion of this part is mandatory
Part G – Applicant’s Declaration and Submission	Completion of this part is mandatory

- Application for approval of AMP – complete Parts A, B, C, E, F and G.
- Application for approval of amendment(s) of an approved AMP – complete Parts A, B, D, E, F and G.

Part A – Details of Applicant and Aircraft

Please note that in the guidelines and application form the ‘person responsible for continuing airworthiness’ is the individual appointed by your organisation who has continuing airworthiness responsibility for your organisation and is referred to throughout the form as the ‘applicant’. The applicant details at A1 must be completed. In addition to A1, additional contact details can be provided at A2.

A1 – Person Responsible for Continuing Airworthiness

Provide the full name of the person holding the position, as nominated in the continuing airworthiness management organisation’s exposition (CAME), and contact details. Include the CAMO approval minute Objective reference and postal address.

A2 – Contact Person in relation to the Application

The CAMO may have a contact person in relation to the application who is not the same person as at A1. This person must also provide full name and contact details and position held within the CAMO. The contact person is not intended to replace the need for the person nominated at A1 but to provide for an alternate contact for any further communications in relation to the application.



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A3 – Operator’s Details

Complete all required mandatory sections.

A4 – Details of the Aircraft

Provide the registration mark(s), type and model designator for the applicable aircraft. It is permitted to reproduce this section A4 if additional registrations or type and models are to be included. The additional section(s) should be identified by ticking the box at Part F and attached to this application. Enter the number of attached sheets in the provided box.

Part B – Purpose of the Application

This part should be completed to indicate the application is for either: approval of a proposed AMP or approval of proposed amendment(s) to an approved AMP.

Part C – Information about the Proposed Aircraft Maintenance Programme

Select all statements applicable to the proposed AMP and complete the checklist in Part E. Provide revision status and references where applicable.

C1 – Information about the Proposed AMP

If this form is being submitted as part of seeking approval for a proposed AMP (and not the Reliability Programme), then select all relevant statements and complete the checklist in Part E1.

C2 – Information about the Proposed Reliability Programme (RP)

If this form is being submitted as part of seeking approval for a proposed Reliability Programme (and not the AMP), then select all relevant statements and complete the checklist in Part E2.

Part D – Information about the Proposed Amendment(s) to the approved Aircraft Maintenance Programme

Select all statements applicable to the proposed AMP and complete the checklist as the note at Part D refers. Provide revision status and references where applicable.

D1 – Information about the Proposed Amendment(s) to the approved AMP

If this form is being submitted as part of seeking approval for amendment(s) to the approved AMP, then select all relevant statements and complete the checklist in Part E1.

D2 – Information about the Proposed Amendment(s) to the approved RP

If this form is being submitted as part of seeking approval for amendment(s) to the approved RP, then select all relevant statements and complete the checklist in Part E2.

Part E – Checklist

The checklist is provided to ensure that the AMP for an aircraft meets the minimum standards specified in M.A.302 (a) – (g). The RP should be enhanced and expanded as necessary to suit the particular AMP and operator’s additional objectives for the Programme.

DASA will assess the applicant’s proposed amendment(s) to the RP to ensure compliance against the M.A.302. Further instructions for completion of the checklist are provided at the beginning of Part E.

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E1 – Aircraft Maintenance Programme (AMP)

When applying for approval of a proposed AMP or amendment(s) to it, Part E1 of the checklist in Part E should only be completed to assess compliance.

E2 – Reliability Programme (RP)

When applying for approval of a proposed RP or amendment(s) to it, Part E2 of the checklist in Part E should only be completed to assess compliance.

Part F – Supporting Documentation

When ready to submit the application, ensure you have attached all documentation supporting your application. Part F provides DASA with an overview of the provided documentation and allows DASA to assess whether further supporting documentation is required. Document titles, revision status or any applicable references should be included in your response to Part F.

Part G – Applicant's Declaration and Submission

By signing the declaration in Part G, you acknowledge that you have:

1. read the guidelines
2. completed the application in full
3. accepted the terms and conditions for processing your application

Submitting Your Application Form

Applicants must complete and sign the PDF version of the application form electronically, attach all required documents and submit to DASA for processing. For questions related to the application, contact DASA DCA CAA via email: dasa.dcacaa@defence.gov.au

You do not need to print and submit these guidelines with your application form.



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Application

Part A – Details of the Applicant and Aircraft

If you are filling in the form by hand, print neatly with a black or blue ballpoint pen. Some questions contain check boxes. Please mark where appropriate. It is in your interest to ensure that the information you provide is both accurate and complete.

Questions marked with an asterisk (*) are mandatory and must be completed.

A1 – Person responsible for continuing airworthiness

Name in Full*					
CAMO Approval Objective Reference* (if applicable)					
Postal Address*					
Phone*					
Email*					

A2 – Contact person in relation to the application

If the same as A1, write 'As Above'.

Name in Full*					
Phone*					
Email*					

A3 – Operator's Details

Operator's Name*					
Operator's Address*	Street				
	Suburb		State		Postcode
	Country				
Phone*					
Email*					

A4 – Details of the aircraft

If required, make a copy of this A4 section for a greater number of aircraft registrations or various aircraft types and models than can be listed on this application. If a copy is included, complete the relevant supporting document boxes at Part F. Refer to the guidelines for further information.

Aircraft registration mark*					
Type and model designation*					



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Part B – Purpose of the Application

Please indicate the purpose of this application: (select one option only)

- Approval of AMP – In addition to Part A and B, complete Parts C,E,F and G.
 Approval of amendment(s) to AMP – In addition to Part A and B, complete Parts D,E,F and G

Part C – Information about the Proposed Aircraft Maintenance Programme

C1 – Information about the Proposed AMP

Please identify the ICA and/or the existing AMP on which the proposed AMP is primarily based:

- AMP for the same type and model of aircraft operated by the operator

MRBR revision status:

MPD revision status:

Service Bulletin (SB) number(s) and revision status:

Other – please specify, include any reference(s):

Does the proposed AMP comply with the ICA for the aircraft and aeronautical products fitted to the aircraft in relation to the regular maintenance requirements of the aircraft?

Yes Attach the completed checklist (Part E)

No Please attach technical justification for not complying with the particular aspects of the ICA and the completed checklist (Part E) where applicable

C2 – Information about the Proposed RP

Please identify the need(s) for the proposed RP (regulation M.A.302(f) of DASR):

- AMP includes maintenance tasks that were derived using MSG-3 specification
 AMP requires condition monitoring of aeronautical products or of aircraft systems
 ICA requires use of RP
 Other – please specify, include any reference(s):

Would the proposed RP comply with the requirements specified in the M.A.302 (f) AMC?

Yes attach the completed checklist (Part E)

Note: If you cannot answer YES to the above question, then amend your proposed Reliability Programme to ensure it complies with the requirements specified in M.A.302 (f) and attach completed Part E checklist.

DASA will approve a RP if the Programme complies with M.A.302 (f).

Part D – Information about the Proposed Amendment(s) to the approved Aircraft Maintenance Programme

D1 – Information about the Proposed amendment(s) to the AMP

Please identify, by ticking the checkbox(es) below, the reason(s) for the amendment(s) to the AMP:

- Due to changes to instruction for ICA
 Based on data derived from RP or annual analysis of the approved AMP's effectiveness
 Direction from DASA to vary the approved AMP
 Change of person responsible for continuing airworthiness for the aircraft
 Proposed by person responsible for continuing airworthiness
 Other – please specify, include any reference(s):

If the amendment of the AMP is due to changes to ICA for the aircraft or aeronautical product for the aircraft, please identify the particular ICA including the amendment status of the document:

MRBR revision status:

MPD revision status:

SB number(s) and revision status:

Other – please specify, include any reference(s):

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If the proposed amendment(s) were to be approved, would the AMP fully comply with the ICA for the aircraft and aeronautical products fitted to the aircraft in relation to the regular maintenance requirements of the aircraft?

Yes Attach the completed checklist (Part E)

No Please attach technical justification for not complying with the particular aspects of the ICA and the completed checklist (Part E) where applicable

D2 – Information about the Proposed amendment(s) to the RP

Please identify, by ticking the checkbox(es) below, the reason(s) for the amendment(s) to RP:

Evaluation and review of the RP

Changes to associated AMP, identify Aircraft AMP and revision status:

Other – please specify, include any reference(s):

Would the proposed RP comply with the requirements specified in the M.A.302 (f) AMC?

Yes attach the completed checklist (Part E)

Note:

If you cannot answer YES to the above question, then amend your proposed amendment(s) to ensure it complies with the requirements specified in the M.A.302 (f) and attach completed Part E checklist. DASA will approve an amendment if the Programme, as amended, complies with M.A.302 (f). When applying for an amendment of an approved RP, the relevant parts of the Part E checklist should be completed to assist DASA with assessing compliance.

Part E – Checklist

Instructions for completion:

Mark the most appropriate box in the checklist to indicate if the proposed Programme or amendment complies with the requirement. The space provided in the checklist should be used to record:

- reference(s) to the particular section(s) of the AMP that demonstrate compliance;
- if applicable, comments on how the AMP complies with particular requirements.

It is not acceptable to simply enter the 'AMP' or 'CAME' as the reference; instead provide the exact section and/or paragraph in the document which fulfils the requirement.

General Requirements

Compliance

M.A.302 (a) – Does the AMP contain the type/model and registration number of:

[Appendix I to AMC M.A. 302 para 1.1.1]

(i) the aircraft?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the engines?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) the propellers? (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) the auxiliary power unit? (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

M.A.302 (a) – Does the AMP contain the name and address of: [Appendix I to AMC M.A. 302 para 1.1.2]

(i) the operating organisation(s)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the organisation responsible for producing and amending the Programme?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

M.A.302 (a) – Does the AMP contain the reference, the date of issue and issue number of the Programme? [Appendix I to AMC M.A. 302 para 1.1.3]

Yes No N/A

M.A.302 (a) – Does the AMP contain: [Appendix I to AMC M.A. 302 para 1.1.5]

(i) the contents list?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the list of effective pages?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) the revision status of the document?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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M.A.302 (b) – Does the AMP contain a statement signed by the CAMO's Accountable Manager or their nominated representative to the effect that the specified aircraft will be maintained to the Programme and that the Programme will be reviewed and updated as required? [Appendix I to AMC M.A. 302 para 1.1.4]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
E1 – Aircraft Maintenance Programme (AMP)			
M.A.302 (e) – Does the AMP contain intervals for scheduled maintenance, which reflect the anticipated utilisation of the aircraft? [Appendix I to AMC M.A. 302 para 1.1.6]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (3) – Does the AMP contain procedures for the extension of established intervals for scheduled maintenance, where applicable and acceptable to DASA? [Appendix I to AMC M.A. 302 para 1.1.7]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (b) – Does the AMP contain provision to record the date and reference of approved amendments incorporated in the AMP? [Appendix I to AMC M.A. 302 para 1.1.8]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (e) – Does the AMP contain details of pre-flight maintenance tasks that are accomplished by the maintenance staff? [Appendix I to AMC M.A. 302 para 1.1.9]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (e) – Does the AMP contain the tasks and the periods (intervals/frequencies) at which inspections should be carried out, including task effectivity and type and degree of: [Appendix I to AMC M.A. 302 para 1.1.10]			
(i) the aircraft?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the engines?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) the APU's?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) the propellers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(v) the components?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(vi) the accessories?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(vii) the equipment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(viii) the instruments?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ix) the electrical and radio apparatus?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (e) – Does the AMP contain the periods at which the components should be: [Appendix I to AMC M.A. 302 para 1.1.11]			
(i) checked?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) cleaned?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) lubricated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) replenished?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(v) adjusted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(vi) tested?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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M.A.302 (d) (2) – If applicable, does the AMP contain details of ageing aircraft system requirements together with any specified sampling programmes? [Appendix I to AMC M.A. 302 para 1.1.12]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (2) – If applicable, does the AMP contain details of specific structural maintenance Programmes where issued by the MTC holder/any organisation recognized by DASA including but not limited to: [Appendix I to AMC M.A. 302 para 1.1.13]			
(i) Damage Tolerance based Structural Maintenance Inspection Programmes and Supplemental Structural Inspection Documents (SSID)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) structural maintenance Programmes resulting from the SB review performed by the MTC holder?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) Corrosion Prevention and Control Programmes (CPCP)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) Repair Evaluation Guidelines, Repair Assessment Programmes or similar documents?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(v) widespread fatigue damage?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (3) – If applicable, does the AMP contain a statement of the limit of validity in terms of total flight cycles/calendar date/flight hours/other service life consumption units for the structural Programme (i)-(v) above? [Appendix I to AMC M.A.302 para 1.1.15]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (2) – If applicable, does the AMP contain details of CDCCLs together with appropriate procedures? [Appendix I to AMC M.A.302 para 1.1.14]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (e) – Does the AMP address the periods at which: [Appendix I to AMC M.A. 302 para 1.1.16]			
(i) overhauls should be made?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) replacements should be made)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (1 & 2) – Does the AMP contain a cross-reference to other documents approved by DASA which contain the details of maintenance tasks related to: [Appendix I to AMC M.A. 302 para 1.1.17]			
(i) mandatory life limitations (AWL's)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) Certification Maintenance Requirements (CMR's)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) Airworthiness Directives (AD's)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Have the above tasks (i) to (iii) been identified as a mandatory requirement in the AMP?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the AMP contain details of, or cross-reference to, any required RP or statistical methods of continuous surveillance? [Appendix I to AMC M.A. 302 para 1.1.18]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (3) – Does the AMP contain a statement which states practices and procedures to satisfy the Programme should be: [Appendix I to AMC M.A. 302 para 1.1.19]			
(i) to the standards specified in the maintenance instructions promulgated by the (Military) Type Certificate (MTC) and (Military) Supplementary Type Certificate (MSTC) holders and any other organisation that publishes such data in accordance with DASR 21?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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M.A.302 (d) (1) – Does the AMP have each maintenance task quoted defined in a definition section of the AMP? [Appendix I to AMC M.A. 302 para 1.1.20]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Aircraft Maintenance Plan Basis						
M.A.302 (d) (2) – Is the AMP based upon the MRB/RCM report (or equivalent), where applicable, and the MTC holder MPD or the manufacturer's recommended maintenance Programme? [Appendix I to AMC M.A. 302 para 2.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (2) – Does the AMP contain maintenance instructions for Critical Design Configuration Control Limitations (CDCCLs) which have been identified for the aircraft type by the M(S) TC holder? [Appendix I to AMC M.A. 302 para 2.4]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Amendments				Compliance		
M.A.302 (g) – Does the AMP address amendments (revisions) to an approved AMP to reflect changes in: [Appendix I to AMC M.A. 302 para 3]						
(i) M(S)TC holder recommendations?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) modifications?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) service experience?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) as a requirement from DASA?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (d) (3) – Does the AMP address the requirement for the approval of DASA or through a procedure developed in the AMP and approved by DASA, to vary maintenance periods prescribed by the AMP? [Appendix I to AMC M.A. 302 para 4]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Periodic Review Of Maintenance Programme Contents				Compliance		
M.A.302 (g) – Does the AMP address the requirement for periodic review of the approved AMPs to ensure that they reflect: [Appendix I to AMC M.A. 302 para 5.1]						
(i) current M(S)TC holder recommendations?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) revisions to the MRB/RCM report (or equivalent) if applicable?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) mandatory requirements?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) maintenance needs of the aircraft?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (g) – Does the AMP call for a review of the detailed requirements at least annually for continued validity in light of: [Appendix I to AMC M.A. 302 para 5.2]						
(i) operating experience?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) any changes to assumed utilisation, configuration, role or operating environment?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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E2 – Reliability Programme (RP)	Compliance		
M.A.302 (f) – Does the RP contain a statement summarising as precisely as possible the scope and prime objectives of the Programme which includes the following: [Appendix I to AMC M.A. 302 para 6.5.1.1]			
(i) to recognise the need for corrective actions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) to establish what corrective action is needed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) to determine the effectiveness of that action?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) to ensure all MSG-3 (or equivalent) related tasks from the AMP are effective and their periodicity is adequate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Identification of Items			
M.A.302 (f) – Does the RP clearly define and identify the aircraft parts, systems and structural elements controlled by the Programme? [Appendix I to AMC M.A. 302 para 6.5.2]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP make reference to items such as aircraft structure, engines and APU, which are controlled by separate reliability programmes? [Appendix I to AMC M.A. 302 para 6.5.2]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Terms and Definitions			
M.A.302 (f) – Does the RP clearly identify the significant terms and acronyms and define the meaning of unique terms used in the Programme? [Appendix I to AMC M.A. 302 para 6.5.3]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Organisational Responsibilities			
M.A.302 (f) – Does the RP state the organisational structure and the department responsible for the administration of the Programme? [Appendix I to AMC M.A. 302 para 6.5.11]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP define the chains of responsibility for individuals and departments in respect of the Programme? [Appendix I to AMC M.A. 302 para 6.5.11]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP state the participation of DASA? [Appendix I to AMC M.A. 302 para 6.5.11] <i>Note: Identity of the individuals, their responsibilities and related procedures for administration of the RP may be included in the operator's (CAMO) exposition. In this case, the RP should include a reference to the relevant section of the exposition that contains the information.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Presentation of Information to DASA			
M.A.302 (f) – Does the RP state submission to DASA for approval for any changes made to: [Appendix I to AMC M.A. 302 para 6.5.12]			
(i) the format and content of routine reports?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the time scales for the production of reports together with their distribution?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) the format and content of reports supporting requests for increase in periods between maintenance (extension) and for amendments to the AMP?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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Engineering Judgement				Compliance		
M.A.302 (f) – Does the RP require the operator to have sufficiently qualified personnel with appropriate engineering experience and understanding of reliability concepts? [Appendix I to AMC M.A. 302 para 6.3.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Contracted/Tasked RP				Compliance		
M.A.302 (f) – Does the operator delegate any RP functions to a 3rd party organisation under a contract? [Appendix I to AMC M.A. 302 para 6.4.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) and M.A.302 (d) (3) – If the operator delegates any RP functions to a 3rd party organisation under a contract, does the RP: [Appendix I to AMC M.A. 302 para 6.4.4]						
(i) specify the contract ID/reference number?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) specify the arrangement between the operator and the contracted/tasked organisation in the contract/task?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) and M.A.302 (d) (3) – If the operator delegates any RP functions to a 3rd party organisation under a contract, does the RP: [Appendix I to AMC M.A. 302 para 6.4.3]						
(iii) specify that the decision to implement a corrective action (or the decision to request from DASA the approval to implement a corrective action) remains the operator's prerogative and responsibility?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) specify that the decision not to implement a corrective action should be justified and documented by the operator?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Information Sources and Collection				Compliance		
M.A.302 (f) – Does the RP include a description of the data collection system for the items controlled by the Programme? [Appendix I to AMC M.A. 302 para 6.5.7.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the description of the data collection system included in the RP contain the following: [Appendix I to AMC M.A. 302 para 6.5.7.1]						
(i) identification of sources of data?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) procedures for transmission and receiving of data from each source?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) steps of data development from source to analysis?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) organisational responsibilities for each step of data development?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP ensure the data collected is: [Appendix I to AMC M.A. 302 para 6.5.7.2]						
(i) obtained from items functioning under operational conditions?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) accurate and factual to support a high degree of confidence in any derived conclusion?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) directly related to the established levels of performance?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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Performance Standards	Compliance		
M.A.302 (f) – Does the RP include a performance standard expressed in mathematical terms for each item covered by the Programme? [Appendix I to AMC M.A. 302 para 6.5.4.1]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP use a reliability band or range of upper and lower limits to express performance standards by which reliability is interpreted? [Appendix I to AMC M.A.302 para 6.5.4.2]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP describe the methods and data to be used for establishment of the performance standard? [Appendix I to AMC M.A. 302 para 6.5.4.3]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Is the performance standard for each items covered by the RP responsive and sensitive to the level of reliability experienced? [Appendix I to AMC M.A. 302 para 6.5.4.4]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Is the performance standard based on the operator's own operating experience? [Appendix I to AMC M.A. 302 para 6.5.4.5]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – If the performance standards are not based on the operator's own operating experience, are these based on one or more of the following (i)-(iv)? Select as applicable: [Appendix I to AMC M.A. 302 para 6.5.4.6]			
(i) the experience of other operators of the same or a similar aircraft type or model	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the operator's own experience of a similar aircraft type or model	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) the performance of a similar product or system on another aircraft type or model	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) the expected in-service reliability values used in the design of the aircraft	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – If the performance standards are based in accordance with items (i) to (iv) above, does the RP provide for the review of the performance standards after the operator has gained sufficient operating experience? [Appendix I to AMC M.A. 302 para 6.5.4.7]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP contain procedures for monitoring and reviewing performance standards at regular intervals to reflect the operating experience, product improvement and changes in procedures? [Appendix I to AMC M.A. 302 para 6.5.4.8]	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Establishing and Recalculating Alert Levels	Compliance		
M.A.302 (f) – Does the RP provide: [Appendix I to AMC M.A. 302 para 6.5.5.1]			
(i) method used for establishing an alert level states associated qualifying period?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) procedures for re-assessing alert levels post any significant changes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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M.A.302 (f) – Does the RP provide procedures for periodically updating alert levels and standards? [Appendix I to AMC M.A. 302 para 6.5.5.2]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Display of Information						
M.A.302 (f) – Does the RP provide a format of display that allows easy identification of trends, events and when performance standards are exceeded? [Appendix I to AMC M.A. 302				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Is the display in a graphical or tabular format, or a combination of both? [Appendix I to AMC M.A. 302 para 6.5.8]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Are the rules governing any separation or discarding of information before incorporation into the display stated in the Programme? [Appendix I to AMC M.A. 302 para 6.5.8]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the display of information include provision for non-pertinent or 'nil returns' to aid the examination of the total information? [Appendix I to AMC M.A. 302 para 6.5.8.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Examination, Analysis and Interpretation of Information				Compliance		
M.A.302 (f) – Does the RP fully describe the methods of examination and the procedures for analysis and interpretation of information to enable a critical assessment to be made of the effectiveness of the Programme? [Appendix I to AMC M.A. 302 para 6.5.9.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Do the methods used for analysis of the information: [Appendix I to AMC M.A. 302 para 6.5.9.2]						
(i) allow the performance of the items controlled by the RP to be measured; and				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) facilitate recognition, diagnosis and recording of significant problems?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Investigation and Corrective Action				Compliance		
M.A.302 (f) – When a performance standard is exceeded, does the RP provide for: [Appendix I to AMC M.A. 302 para 6.5.10]						
(i) an active investigation?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) implementation of corrective actions if necessary to correct the reduction of reliability?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – If upper and lower limits are used to express performance standards, are the follow up requirements for each limit fully described in the Programme? [Appendix I to AMC M.A. 302 para 6.5.10]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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M.A.302 (f) – Are procedures for implementing corrective actions and for monitoring the effectiveness of the corrective actions described in the Programme? [Appendix I to AMC M.A. 302 para 6.5.10.1]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the Programme ensure each corrective action includes a planned completion date? [Appendix I to AMC M.A. 302 para 6.5.10.2]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the Programme describe the procedures for making changes to the AMP? [Appendix I to AMC M.A. 302 para 6.5.10.2]				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Evaluation and Review			Compliance			
M.A.302 (f) – Does the RP provide details of: [Appendix I to AMC M.A. 302 para 6.5.13]						
(i) the procedures and individual responsibilities in respect of the continuous monitoring of the effectiveness of the AMP as a whole?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the time periods and the procedures for both routine and non-routine reviews of maintenance control?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – Does the RP contain: [Appendix I to AMC M.A. 302 para 6.5.13.1]						
(i) procedures for monitoring and, as necessary, revising the reliability performance standards or alert levels?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) the organisational responsibilities for monitoring and revising the standards and the time scales? <i>Note: Identity of the individuals, their responsibilities and related procedures for monitoring the effectiveness of the Programme and implementing changes to the Programme may be included in the CAMO's exposition. In this case, the RP should include a reference to the relevant section of the exposition that contains the information. There may be more than one responsible individual.</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Approval of AMP Amendments			Compliance			
M.A.302 (f) – Does the RP address the following in relation to the operator amending its AMP? [Appendix I to AMC M.A. 302 para 6.5.14]						
(i) DASA may authorise the organisation responsible for the development and control of the AMP to implement changes to the AMP arising from the RP results prior to their formal approval by DASA				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) in case item (i) is applicable, the procedures associated provide the assurance that appropriate control is exercised over the internal validation of such amendments				<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

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Pooling Arrangements	Compliance		
M.A.302 (f) – Does the RP use pooled data collated from a number of operators of the same type of aircraft? [Appendix I to AMC M.A. 302 para 6.6.1] Note: <i>In some cases, such as an operator with a small fleet of less than 6 aircraft of the same type, in order that sufficient data may be analysed it may be desirable to 'pool' data: i.e. collate data from a number of Operating Organisations of the same type of aircraft.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – If the operator's fleet consists of less than 6 aircraft of the same type does the RP require one or more of the following (i)-(iv)? Select as applicable: [Appendix I to AMC M.A. 302 para 6.2]			
(i) focus on areas where a sufficient amount of data is likely to be processed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) apply engineering judgement when the amount of data is very limited	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) use data pooling and analysis	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iv) imposition of additional restriction by DASA when data pooling is not possible	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) – If the operator has data pooling arrangement in place, does the RP require that the following things for the aircraft from which data is pooled are substantially the same in order for the analysis to be valid? [Appendix I to AMC M.A. 302 para 6.6.1]			
(i) certification factors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(ii) operational factors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
(iii) maintenance factors	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
M.A.302 (f) & M.A.302 (d) (3) – Does the RP require the approval of DASA for formal agreement between pooling organisations? [Appendix I to AMC M.A. 302 para 6.6.4]			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A	
Part F – Supporting Documentation Please identify any supporting documentation, by ticking the checkbox (es) below, attached to your application.			
<input type="checkbox"/> Copy of the AMP and/or RP on which the application is based:			
<input type="checkbox"/> Technical justification for non-compliance with ICA, including references as applicable:			
<input type="checkbox"/> Copies of ICA:			
<input type="checkbox"/> Report or data generated by the RP for the aircraft:			
<input type="checkbox"/> Copy of amendment of the approved RP, include the revision status:			
<input type="checkbox"/> All documents referenced in the AMP and/or RP: <i>where access restrictions to AMP and/or RP referenced documents exist, applicable extracts or access must be provided.</i>			
<input type="checkbox"/> Copy of Part A section A4 of this Form, if applicable:			
<input type="checkbox"/> Part E checklist completed as relevant to application.			

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Part G – Applicant's Declaration and Submission

I am the person responsible for continuing airworthiness named in Part A1/contact person named in Part A2

DECLARATION

1. I declare that the information provided on this form is true and correct.
2. I understand and accept that processing of my application may be delayed if:
 - a. The application does not accurately and completely identify the requirements
 - b. The details in this application are subsequently changed, or
 - c. Adequate supporting documentation/evidence has not been provided
3. I understand and accept that for DASA to proceed with this application, I must supply all supporting documentation to DASA.

Name*		Signature*	
Date*			

You must provide the name and signature for DASA to accept this application.

What to do now:

Applications

Applicants must complete and electronically sign the application form, attach relevant documents, and submit the form to DASA by clicking the SUBMIT button above.

For questions related to the application, contact DASA DCA CAA via email: dasa.dcacaa@defence.gov.au

After reviewing your application, DASA may require you to submit additional documents to support your application.

This completes your application.