



DASR Change Proposal (DCP)

Fields in **RED** are mandatory.

1. DCP Initiation

DASR Topic	DASR Sub-reference	DASR Issue Date	
Supporting Documents Attached?			
Brief Summary of Proposed Amendment (Attach - supporting documents if more space is required)			
Initiator Name	Rank or Title	Organisation	Phone / Mobile
Email			Date

2. DCP Endorsement (Minimum MAJ / LCDR / SQNLDR / APS6 Level / Contractor QM or RM)

Comments (DCP initiators may sign this section if their rank is equivalent or above MAJ / LCDR / SQNLDR / APS6 / QM or RM)

Endorser Name	Rank or Title	Organisation	Phone / Mobile
Email		Signature	

Contractors Only: Have you engaged with the contract manager?

DASA Use Only

3. DCP Registration (DASA HQ Policy Staff)

DCP Registration Number	Supporting Documents
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DASR Change Proposal (DCP)**DASA Use Only****4. DCP Classification Assessment and Endorsement**DCP Classification Supporting Documents [Hyperlink Document here](#)

NPA Required?

Classification justification and way forward (include decision regarding NPA for Minor or Editorial Changes, identify if multiple approval authorities are required and assessment of impact to whole of DASR.)

Assessor Rank or Title Assessor Name Assessor Appointment

Endorser Rank or Title Endorser Name Endorser Signature and Date

Endorser Appointment

5. DCP Concept Development and Endorsement

Concept Development Required? Supporting Documents

Concept Endorser Rank or Title Concept Endorser Name Concept Endorser Signature and Date

Concept Endorser Appointment

6. DCP Draft RegulationCurrent and Revised Regulation Supporting DocumentsText Use [DASR Amendment Record](#)

NOTE: The Amendment Record is to be in Word format.

Stakeholders Consulted Legal Review Completed

NPA Raised DCP Classification Review

Approval Authorities Required (Deslect those not required)

NPA Responses Collated Not Effective Before Date Def AA DG DASA DAVNOPS DIA DCA HQ

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Short Title - Provide a short title of the change (Limit 50 characters)

Rationale - by relevant DD / DESKO

- This comment is transferred verbatim to the Record of Change (RoC) and released to the regulated community. Detail what has changed and why it has changed

Summary of Change (SoC) - by relevant DD / DESKO

- This comment is transferred verbatim to the SoC document and published to the regulated community - provide value adding comments

7a. DCP Approval		Multiple Approvals Required?	1	2	3	No
DCP Approver Rank or Title	DCP Approver Name	Signature and Date				
DCP Approved	DCP Approver Appointment					

7b. DCP Additional Approvals		
Rank or Title	Name	Signature and Date
DCP Approved	Appointment	
Rank or Title	Name	Signature and Date
DCP Approved	Appointment	
Rank or Title	Name	Signature and Date
DCP Approved	Appointment	

DASR Change Proposal (DCP)

8. DCP Configuration Management and Administration (DASA HQ Policy Staff)

1. DCP Register Updated

3. Publish Approved

Supporting Documents

2. RoC Reviewed

Publish Approval Reference

RoC Reference

4. Editorial Changes Applied

Comments

5. AuthorIT Reviewed