



MAO Operations Specification – Request for Variation

Guidance

These guidelines are designed to assist you to complete the DASR Form 139a for MAO Operations Specification – Request for Variation under Defence Aviation Safety Regulation (DASR).

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 Program (DASP) website <http://www.defence.gov.au/DASP/DASR-Regulations/Default.asp> 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 request for variation process. Once received, DASA will review your application including all supporting documentation provided.

Applicants are to complete and sign the application form electronically and submit to DASA on the 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 139a

This DASR Form 139a is the official DASA form for an MAO to request a variation to their Operations Specification under DASR. 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An application can be withdrawn in writing at any time.

Q1. Applicant Data

Please include the name of the organisation as it appears on your MAOC and details of the organisation's Contact Person for this Request for Variation. DASA anticipates the contact person will be a member of the MAO's airworthiness management staff and be no less than O-5 in rank.

Q2. Reason for Application

This section should provide a summary of the reason for requesting a variation and include any initiating events or reference to any previous correspondence with DASA that identified the initiating event.

Q3. Updated Operations Compliance Statement (OCS)

An Objective Hyperlink to the MAOs updated should be provided to facilitate DASA assessment of regulatory compliance.



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Q4. Requested Change Details

The MAO should identify all changes in the OCS that require DASA approval independently. Each row should include the nature of the requested change from the drop down menu, the associated OCS reference, and an Objective Hyperlink to any artefacts outside of the OCS that substantiate compliance with DASR.

Note: New rows can be added as required by copying the content of the previous row.

Q5. Applicants Declaration

The MAO Contact Person upon signing the DASR Form 139a request for variation declares the information provided is true and correct and all documentation required by DASA to process this application is provided.

Q6 DASA Use Only

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.

Form Submission

Submit the electronic application form to DASA by email: dasa.registry@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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1. Applicant Data		
1.1	Organisation Name	
1.2	Contact Person	
	Title/Rank	
	Full Name	
	Position Title	
	Phone	
	Email	

2. Reason for Application

3. Updated Operations Compliance Statement (OCS)

4. Requested Change Details			
ID	Requested Change	OCS Reference (Section/Para)	Affected Instructions
1.			
2.			
3.			
4.			
5.			

5. Applicant's Declaration <small>(To be completed by Contact Person)</small>		
<p><input type="checkbox"/> I declare that the information provided on this form is true and correct.</p> <p><input type="checkbox"/> I understand and accept that for DASA to proceed with this application, I have supplied all supporting documentation to DASA.</p> <p>Suitable changes to the Flying Management System have been developed support the proposed change(s).</p>		
Date	Name/Position	Signature





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6. DASA USE ONLY		
6.1 Record Objective ID:		
6.2 Organisation Approval application:		
Application Approved	Application Requires Resubmit	Application Not Approved
6.3 Additional Comments:		
Date	Name/Position	Signature