These guidelines are designed to assist you to complete the DASR Form 142a for ACD 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.

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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 142a

This DASR Form 142a is the official DASA form for a MAO or ACDSP 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.

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Withdrawal of Application

An application can be withdrawn in writing at any time.

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Q1. Applicant Data

Please include the name of the organisation as it appears on your MAOC or ACDSPC and details of the organisation’s Contact Person for this Request for Variation.

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**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.

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**Q3. Updated Compliance Statement (CS)**

An Objective Hyperlink to the MAO’s updated OCS or ACDSP’s updated CS should be provided to facilitate DASA assessment of regulatory compliance.

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**Q4. Requested Change Details**

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

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

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**Q5. Applicants Declaration**

The MAO or ACDSP Contact Person upon signing the DASR Form 142a request for variation declares the information provided is true and correct and all documentation required by DASA to process this application is provided.

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**Q6 DASA Use Only**

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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 form to DASA by email: [dasa-davnops.operationalreviews@defence.gov.au](mailto:dasa-davnops.operationalreviews@defence.gov.au)

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

|  |  |  |
| --- | --- | --- |
| 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 (CS)** | <Objective Hyperlink> |

|  |  |  |  |
| --- | --- | --- | --- |
| **4. Requested Change Details** | | | |
| **ID** | **Requested Change** | **CS Reference (Section/Para)** | **Substantiation** |
|  | Choose an item. |  | <Objective Hyperlink> |
|  | Choose an item. |  | <Objective Hyperlink> |
|  | Choose an item. |  | <Objective Hyperlink> |
|  | Choose an item. |  | <Objective Hyperlink> |
|  | Choose an item. |  | <Objective Hyperlink> |

|  |  |  |
| --- | --- | --- |
| 5. Applicant’s Declaration  (To be completed by Contact Person) | | |
| Declaration  I declare that the information provided on this form is true and correct.  I understand and accept that for DASA to proceed with this application, I have supplied all supporting documentation to DASA. | | |
|  |  |  |
| Date | Name/Position | Signature |

|  |  |  |
| --- | --- | --- |
| 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 |