



DEFENCE AVIATION SAFETY AUTHORITY

## COMMENT RESPONSE DOCUMENT NPA FOR DCP 0029 - CLARIFICATION OF KEY MANAGEMENT APPOINTMENTS AND REQUIREMENTS FOR A FORM 4

### INTRODUCTION

1. **General.** DASA takes this opportunity to thank those that have provided valuable Aviation Safety Community perspective and input to this DASR change. Readers should note that this Comment Response Document (CRD) outlines DASA's agreed policy on intended regulation changes and finalises the public consultation process in respect of the Notice of Proposed Amendment (NPA). Only under extreme or unusual circumstances will DASA consider views or arguments opposing the views expressed in the CRD. Any member of the public having views or arguments to support an appeal against the decisions documented in this CRD may petition DASA to consider such an appeal.
2. **Background.** On 20 May 25, DASA released NPA for DASR Change Proposal (DCP) 0029 - *Clarification of Key Management Appointments and Requirements For a Form 4* for comment. The period for public comment on the proposals contained in this NPA closed on 13 Jun 25.

### ANALYSIS OF COMMENTS

#### General

3. DASA received responses to the NPA from four stakeholders (refer Annex A). A summary of the replies raised along with DASA's responses are below.
4. All responses to the NPA stated that *'the proposal is acceptable'* with the following caveats:
  - a. *'without change'* – provided by one respondent.
  - b. *'but would be improved if the following changes were made'* – provided by three respondents, and further addressed in comments 1 to 26 below.
5. Some comments were general in nature, suggesting changes covering editorial, formatting, typographical and grammatical improvements or suggesting precision, clarity and simplicity of text. These comments were addressed and, where appropriate, DASA has incorporated such suggested improvements within the final DASR release.
6. Resource implication. While all stakeholders indicated that there will be no resource implication for both proposal implementation and sustainment, one feedback provided additional comments noting that staff changes (sometimes at short notice) are unavoidable, and stating the preference for a procedure in the MOE that identifies how the organisation will respond to changes and manage responsibilities during this time. These comments were further addressed in Comment 1 below.

#### Comment 1

7. **AMC 145.A.30, AMC M.A.706, and AMC 147.A.105(b).** Comments received stated that "it is not practical to require staff to remain in a position for the duration required to advertise, select, on-board and qualify replacement staff (this can take up to 6 months). Reframing the focus to transition management is more in line with practical application. Despite the intent to have an incoming position holder approved prior to the departure of the incumbent, there is currently no sustainment scope for additional staff or the capacity to retain outgoing staff beyond the tenure of their role (current Australian industry notification periods of ~2-4 weeks would not support the development and approval of a new Form 4). As such having a robust transition management process is likely to achieve the objective in a more relevant manner."



8. **DASA Response.** DASA acknowledges the feedback and agrees with this comment as long as the outcome of the relevant organisation's procedures for managing staff transitions (e.g. business continuity planning) aim to ensure that there is no period when no one is appointed to fulfil key management duties. This may require alternate Form 4 holders, who satisfy the necessary qualifications and experience requirements for the position being applied, to be identified and have Form 4 applications either submitted in advance, or ready to be submitted upon the incumbent notifying their intent to depart the organisation.

9. **Disposition.** NIL further changes will be incorporated as a result of the comments received.

#### **Comment 2**

10. **AMC M.A.706 paragraph 5.** Comments received stated that the proposed changes to this paragraph align with the revised AMC M.A.706 para 7.

11. **DASA Response.** DASA acknowledges the feedback regarding alignment between AMC M.A.706 paragraphs 5 and 7.

12. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 5 will be retained.

#### **Comment 3**

13. **AMC M.A.706 paragraph 5.** Comments received stated that the revised AMC M.A.706 paragraph 5 removes the reference within the regulation of the requirement for a Safety Manager and suggested that this paragraph can be improved by listing a discrete requirement for a Safety Manager when/if required.

14. **DASA Response.** DASA acknowledges the feedback and concurs with the intent of the suggested change. There is no relevant reference within DASR M.A.706 for the Safety Manager, and the existing reference within DASR M.A.712(g) directly refers to DASR SMS, adding little or no value. However, DASR AMC SMS.A.25(b)(1)(1.3)) reference will be added adjacent to the 'Safety Manager' line, together with a table footnote stating 'If required for scope of business'.

15. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 5 will be further amended per above.

#### **Comment 4**

16. **AMC M.A.706 paragraph 5.** Comments received stated that the revised AMC M.A.706 paragraph 5 can be improved by listing a discrete requirement for a Quality Manager.

17. **DASA Response.** DASA acknowledges the feedback and concurs with suggested change. DASR M.A.706(f) reference will be added adjacent to the 'Quality Manager' line.

18. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 5 will be further amended per above.

#### **Comment 5**

19. **AMC M.A.706 paragraph 7.** Comments received sought confirmation that DASR Form 4s can be submitted for CAM/QM alternates and be accepted by DASA without a specified date to ensure an accepted Form 4 holder is on standby in the event the current CAM/QM is absent at short notice.

20. **DASA Response.** DASA acknowledges the feedback and confirms that DASR Form 4s can be submitted, and will be processed by DASA, to ensure that personnel, who satisfy the necessary qualifications and experience requirements for the position being applied, are accepted to DASA prior to performing the duties of the role.

21. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 7 will be retained.

## Comment 6

22. **AMC 145.A.30 paragraph 1 and associated table content.** Comments received suggested to only include those personnel who are required to have a Form 4 accepted by DASA. If the table is required to include personnel who do and who do not need a DASA Form 4, para 1 needs to read '... when a DASA Form 4 is and when a DASA Form 4 is not required in order for personnel to be acceptable to DASA'.

23. **DASA Response.** DASA acknowledges the feedback, and considers that it is beneficial the table lists personnel who do, and do not require a DASA Form 4 accepted by DASA. Therefore, the paragraph 1 will be revised to "The following table summarises those personnel who require, or do not require, a DASA Form 4 accepted by DASA." and proposed table content (e.g. two columns) will be retained.

24. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 1 and associated table will be further amended per above.

## Comment 7

25. **AMC 145.A.30 paragraph 1 and associated table content.** Comments received suggested that the table should list personnel individually linking to the specific DASA.

26. **DASA Response.** DASA acknowledges the feedback, and concurs with suggested change. In addition to DASA response for Comment 6, specific DASA references will be added adjacent to various roles within paragraph 1 associated table.

27. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 1 and associated table will be further amended per above.

## Comment 8

28. **AMC 145.A.30 paragraph 1 and associated table content.** Comments received suggested to "delete the Safety Manager" from the management personnel list for a DASA 145 organisation as DASA 145 does not prescribe a Safety Manager; DASA 145 prescribes an SMS via DASA 145.A.65(f). The organisation shall establish and maintain a Safety Management System (SMS), in accordance with DASA SMS and a safety manager function is a by-product of a DASA SMS. DASA including Safety Manager under DASA 145 AMC is crossing policy domains by making policy in DASA 145 that is a policy compliance requirement under DASA SMS".

29. **DASA Response.** DASA acknowledges the feedback, and concurs with the intent of the comments provided. However, DASA disagrees with the suggested change to remove the "Safety Manager" role from the table as it provides additional clarification on the existing AMC 145.A.30 rather than "prescribing" cross-regulatory requirements from DASA SMS policy. Additionally, DASA AMC SMS.A.25(b)(1)(1.3)\*\* specific reference was added adjacent to the Safety Manager, together with a table footnote stating "\*\*\*If required for scope of business."

30. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 1 and associated table will be further amended per above. However, the "Safety Manager" line will be retained within the table.

## Comment 9

31. **AMC 145.A.30 paragraph 2.** Comments received sought clarification regarding "NDT omission", as NDT personnel are mentioned in the paragraph 1 associated table but are not mentioned in paragraph 2.

32. **DASA Response.** DASA acknowledges the feedback and confirms that "NDT omission" from paragraph 2 is not an oversight. The NDT Responsible Level III roles are only required for the scope of business and, as a result, do not need to be covered by succession planning to ensure AMO's approval continuity. Therefore, '\*\*\*' will be added adjacent to the 'NDT Responsible Level III (DASA 145.A.30(f))' line, with the corresponding table footnote stating "\*\*\*If required for scope of business'.

33. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 2 will be retained in respect to NDT Responsible Level III personnel. Proposed AMC 145.A.30 paragraph 1 associated table will be further amended per above.

## Comment 10

34. **AMC 145.A.30 paragraph 2.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity. Additionally, it suggested replacement of 'Nominated Personnel' with 'Responsible Manager and Quality Manager' in two instances, and removal of 'Safety Manager' due to role functions being prescribed under DASR SMS not DASR 145.

35. **DASA Response.** DASA acknowledges the feedback. DASA will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release. However, DASA considers that suggested replacement of the 'Nominated Personnel' with 'Responsible Manager and Quality Manager' (two instances) will not add value as it is already covered within the AMC 145.A.30 revised paragraph 1 associated table. Additionally, DASA disagrees with suggested removal of the 'Safety Manager' as it provides additional clarification on the existing AMC 145.A.30 rather than "prescribing" cross-regulatory requirements from DASR SMS policy (DASA response to comment 8 above refers).

36. **Disposition.** In respect to the comments received, and changes suggested to enhance clarity and precision of text, the proposed AMC 145.A.30 paragraph 2 will be further amended per above. However, "Nominated Personnel" and 'Safety Manager' will be retained.

## Comment 11

37. **AMC 145.A.30 paragraph 3.** Comments received sought clarification regarding "NDT omission", as NDT personnel are mentioned in the paragraph 1 associated table but are not mentioned in paragraph 3.

38. **DASA Response.** DASA acknowledges the feedback and confirms that "NDT omission" from paragraph 3 is not an oversight. The NDT Responsible Level III roles are only required for the scope of business and, as a result, do not need to be covered by succession planning to ensure AMO's approval continuity. Therefore, '\*\*' will be added adjacent to the 'NDT Responsible Level III (DASR 145.A.30(f))' line, with the corresponding table footnote stating '\*\*If required for scope of business'.

39. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 3 associated table will be further amended per above. However, the proposed AMC 145.A.30 paragraph 3 will be retained in respect to NDT Responsible Level III personnel clarification.

## Comment 12

40. **AMC 145.A.30 paragraph 3.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text in order to avoid ambiguity. Additionally, it was suggested to "remove 'Safety Manager' because DASR 145 does not prescribe a Safety Manager. DASR 145 prescribes that the DASR 145 organisation must have an SMS that complies with DASR SMS. Safety Manager functions are policy under DASR SMS not DASR 145'.

41. **DASA Response.** DASA acknowledges the feedback. DASA has incorporated most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release. However, DASA disagrees with the suggested change to remove the "Safety Manager" role from the table as it provides additional clarification on the existing AMC 145.A.30 rather than "prescribing" cross-regulatory requirements from DASR SMS policy. Additionally, DASR AMC SMS.A.25(b)(1)(1.3))\*\* specific reference will be added adjacent to the Safety Manager, together with a table footnote stating "\*\*\*If required for scope of business." (DASA response to comment 8 above refers).

42. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 3 associated table will be further amended per above. However, the proposed AMC 145.A.30 paragraph 3 will be retained in respect to "Safety Manager" text.

## Comment 13

43. **AMC 145.A.30 paragraph 3.** Comments received stated that proposed wording suggests that an AM, RM and QM may only authorise a person to act on behalf of the AM, RM or QM only in case of absence. However, there is no limitation on an AM, RM or QM authorising a person to act in place of the incumbent at any time.

44. **DASA Response.** DASA acknowledges the feedback and concurs that an AM, RM or QM may authorise a person to act in their role at any time. DASA will consider a future change from “short-term absences” to “At any time, and in particular during short-term absences of the incumbent, ...”.

45. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 3 will be retained but a note has been added in the DASR Change Proposal incorporating updates from European Military Airworthiness Requirements for potential amendment of terminology.

#### **Comment 14**

46. **AMC 145.A.30 paragraph 3.** Comments received sought clarification regarding “short absences” terminology and lack of contingency provisions for acting personnel.

47. **DASA Response.** DASA acknowledges the feedback and confirms that “short absences” terminology will be replaced by “short-term absences”, for better alignment with other various DASR, where the terminology is already in use. Separate contingency provisions are not required, as they are covered by succession planning provisions under proposed AMC 145.A.30 paragraph 2.

48. **Disposition.** In respect to the comments received, the proposed AMC 145.A.30 paragraph 3 will be further amended per above.

#### **Comment 15**

49. **AMC M.A.706 paragraph 5 and associated table content.** Comments received suggested to only include those personnel who are required to have a Form 4 accepted by DASA. If the table is required to include personnel who do and who do not need a DASR Form 4, para 5 needs to read ‘... when a DASR Form 4 is and when a DASR Form 4 is not required in order for personnel to be acceptable to DASA’.

50. **DASA Response.** DASA acknowledges the feedback, and considers that it is beneficial the table lists personnel who do, and do not require a DASR Form 4 accepted by DASA as provides a comprehensive list of personnel who require, or do not require, a Form 4 accepted by DASA. Therefore, the paragraph 5 will be revised to “The following table summarises those personnel who require, or do not require, a DASR Form 4 accepted by DASA.” and proposed table content (e.g. two columns) will be retained.

51. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 5 and associated table will be further amended per above.

#### **Comment 16**

52. **AMC M.A.706 paragraph 6.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity.

53. **DASA Response.** DASA acknowledges the feedback and will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release as following: “When a CAMO chooses to appoint ‘Other Management Personnel’ for any or all combinations of the identified DASR M functions (i.e. authorisations to act on behalf of management personnel who require a Form 4), it is necessary that these other management personnel should report ultimately through either the Continuing Airworthiness Manager, Quality Manager or Safety Manager (if required), as appropriate, to the Accountable Manager”.

54. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 6 will be further amended per above.

#### **Comment 17**

55. **AMC M.A.706 paragraph 7.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity. Additionally, it suggested to “remove the ‘Safety Manager’ because DASR M does not prescribe a Safety Manager. DASR M prescribes that the DASR M organisation must have an SMS that complies with DASR SMS. Safety Manager functions are policy under DASR SMS not DASR M”.



56. **DASA Response.** DASA acknowledges the feedback, and concurs with the intent of comments provided. DASA will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release. However, DASA disagrees with the suggested change to remove the "Safety Manager" as it provides additional clarification on the existing AMC M.A.706 rather than "prescribing" cross-regulatory requirements from DASR SMS policy. Additionally, DASR AMC SMS.A.25(b)(1)(1.3)\*\* specific reference was added to AMC M.A.706 paragraph 5 and associated table, adjacent to the Safety Manager, together with a table footnote stating "\*\*\*If required for scope of business."

57. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 7 and associated table will be further amended per above. However, the "Safety Manager" will be retained.

#### **Comment 18**

58. **AMC M.A.706 paragraph 8.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity. Additionally, it suggested to "remove the 'Safety Manager' because DASR M does not prescribe a Safety Manager. DASR M prescribes that the DASR M organisation must have an SMS that complies with DASR SMS. Safety Manager functions are policy under DASR SMS not DASR M".

59. **DASA Response.** DASA acknowledges the feedback, and concurs comments provided. DASA will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release. However, DASA disagrees with the suggested change to remove the "Safety Manager" as it provides additional clarification on the existing AMC M.A.706 rather than "prescribing" cross-regulatory requirements from DASR SMS policy. Additionally, DASR AMC SMS.A.25(b)(1)(1.3)\*\* specific reference was added to AMC M.A.706 paragraph 5 and associated table, adjacent to the Safety Manager, together with a table footnote stating "\*\*\*If required for scope of business."

60. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 8 will be further amended per above. However, the "Safety Manager" will be retained.

#### **Comment 19**

61. **AMC M.A.706 paragraph 8.** Comments received stated that proposed wording suggests that an AM, CAM and QM may only authorise a person to act on behalf of the AM, CAM or QM only in case of absence. However, there is no limitation on an AM, CAM or QM authorising a person to act in place of the incumbent at any time

62. **DASA Response.** DASA acknowledges the feedback and concurs that an AM, CAM or QM may authorise a person to act in their role at any time. DASA will consider a future change from "short-term absences" to "At any time, and in particular during short-term absences of the incumbent, ...".

63. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 8 will be retained but a note has been added in the DASR Change Proposal incorporating updates from European Military Airworthiness Requirements for potential amendment of terminology.

#### **Comment 20**

64. **AMC M.A.706 paragraph 8.** Comments received sought clarification regarding "short absences" terminology and lack of contingency provisions for acting personnel.

65. **DASA Response.** DASA acknowledges the feedback and confirms that "short absences" terminology will be replaced by "short-term absences", for better alignment with other various DASR, where the terminology is already in use. Separate contingency provisions are not required, as they are covered by succession planning provisions under proposed AMC M.A.706 paragraph 7.

66. **Disposition.** In respect to the comments received, the proposed AMC M.A.706 paragraph 8 will be further amended per above.

#### **Comment 21**

67. **AMC 147.A.105(b) paragraph 1 and associated table content.** Comments received suggested to only include those personnel who are required to have a Form 4 accepted by DASA. If the table is

required to include personnel who do and who do not need a DASR Form 4, para 1 needs to read '... when a DASR Form 4 is and when a DASR Form 4 is not required in order for personnel to be acceptable to DASA'.

68. **DASA Response.** DASA acknowledges the feedback, and considers that it is beneficial the table lists personnel who do, and do not require a DASR Form 4 accepted by DASA as provides a comprehensive list of personnel who require, or do not require, a Form 4 accepted by DASA. Therefore, the paragraph 1 will be revised to "The following table summarises those personnel who require, or do not require, a DASR Form 4 accepted by DASA." and proposed table content (e.g. two columns) will be retained.

69. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 1 and associated table content will be further amended per above.

#### **Comment 22**

70. **AMC 147.A.105(b) paragraph 2.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity.

71. **DASA Response.** DASA acknowledges the feedback and will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release, as following: "When a maintenance training organisation chooses to appoint 'Other Management Personnel' for any or all combinations of the identified DASR 147 functions (i.e. authorisations to act on behalf of management personnel who require a Form 4), it is necessary that these other management personnel should report ultimately through either the Training Manager, Quality Manager or Examination Manager, as appropriate, to the Accountable Manager.

72. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 2 will be further amended per above.

#### **Comment 23**

73. **AMC 147.A.105(b) paragraph 3.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity.

74. **DASA Response.** DASA acknowledges the feedback, and concurs comments provided. DASA will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release, as following: "Succession planning is critical to ensure an Accountable Manager and Nominated Personnel are always appointed and there is no period (including during posting cycles) when no one is appointed to fulfil these duties. For Nominated Personnel, the maintenance training organisation is to ensure that personnel are accepted by DASA, via a Form 4, prior to performing the duties of the role. When alternate personnel are appointed, the appointment must be clearly articulated and promulgated when, and for what period, the incumbent relinquishes the duties of the position and the replacement performs the duties".

75. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 3 will be further amended per above.

#### **Comment 24**

76. **AMC 147.A.105(b) paragraph 4.** Comments received suggested re-wording of this paragraph to ensure precision, clarity and simplicity of text as well as to avoid ambiguity.

77. **DASA Response.** DASA acknowledges the feedback, and concurs comments provided. DASA will incorporate most of the suggested improvements for precision, clarity and simplicity of text within the specific final DASR release, as following: "For short-term absences of the incumbent, an Accountable Manager or Nominated Personnel may authorise a person or group of persons to act in their role. In this instance, the incumbent remains accountable, in their absence, for all functions performed by the authorised person. Persons acting for Nominated Personnel during short-term absences do not require a Form 4 accepted by DASA".

78. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 4 will be further amended per above.

## Comment 25

79. **AMC 147.A.105(b) paragraph 4.** Comments received stated that proposed wording suggests that an AM, TM, QM and EM may only authorise a person to act on behalf of the AM, TM, QM or EM only in case of absence. However, there is no limitation on an AM, TM, QM or EM authorising a person to act in place of the incumbent at any time.

80. **DASA Response.** DASA acknowledges the feedback and concurs that an AM, TM, QM and EM may authorise a person to act in their role at any time. DASA will consider a future change from “short-term absences” to “At any time, and in particular during short-term absences of the incumbent, ...”.

81. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 4 will be retained but a note has been added in the DASR Change Proposal incorporating updates from European Military Airworthiness Requirements for potential amendment of terminology.

## Comment 26

82. **AMC 147.A.105(b) paragraph 4.** Comments received sought clarification regarding “short absences” terminology and lack of contingency provisions for acting personnel.

83. **DASA Response.** DASA acknowledges the feedback and confirms that “short absences” terminology will be replaced by “short-term absences”, for better alignment with other various DASR, where the terminology is already in use. Separate contingency provisions are not required, as they are covered by succession planning provisions under proposed AMC 147.A.105(b) paragraph 3.

84. **Disposition.** In respect to the comments received, the proposed AMC 147.A.105(b) paragraph 4 will be further amended per above.

85. DASA thanks all organisations for their continued support in regulatory development and the time invested in providing a response to the subject NPA.

## AUTHORITY

86. The content of this Summary of Responses has been reviewed and is authorised.

for **AR NEWMAN**

Captain, RAN  
Director Continuing Airworthiness  
Defence Aviation Safety Authority  
Tel: (02) 5109 5415

Jul 25

## Annex:

A. List of Respondents



**NOTICE OF PROPOSED AMENDMENT – NPA FOR DCP 0029**

**LIST OF RESPONDENTS**

1. Acceptable without change:
  - a. SRG
2. Suggested Changes:
  - a. BDA
  - b. HQ AFTG
  - c. HQAVNCOMD