

FACTSHEET – APPLYING FOR AERODROME CERTIFICATION

AIM

The aim of this factsheet is to support the Applicant¹ seeking aerodrome certification by providing an overview of the Defence aerodrome certification application process under the DASR.139 – Aerodromes regulations. This factsheet can be read in conjunction with the [DASR Form 1186 – Application for Aerodrome Certificate](#), to guide the Applicant through this process. This Factsheet provides an overview of what the Authority is looking for in a successful application for certification, including the format, manner and applicable documentation required as part of this process.

INTRODUCTION

The Defence Aviation Safety Authority (DASA) released DASR.139 – Aerodromes regulations on 10 Apr 20, to support safe flight operations at Defence aerodromes. These regulations require all Defence aerodromes to be classified as Certified or Non-certified. Aerodromes requiring certification should follow the [Factsheet DASR.139 Aerodrome Certification Process](#) that requires an application for certification to be submitted to the Authority.

It should be noted that application for certification which makes use of the DASR Form 1186 is one of the final steps in the certification process. A successful application is underpinned by a significant body of work from the Applicant and supporting organisations. It assumes previous engagement and approval of relevant products by the Authority. Having a Certification Program Plan (CPP) will help to align effort and stakeholders in the conduct of the certification process, and support the timely completion of the projects certification activity. For further information – see [Factsheet DASR.139 Aerodrome Certification Process](#).

APPLYING FOR CERTIFICATION

To apply for certification the Applicant must complete the following, as captured in the DASR Form 1186:

- Identification of activity (e.g. initial certification or change that has an appreciable effect on safety of flight)
- Aerodrome identification and use
- Details to support declaration of compliance
- Demonstration of eligibility to make declaration of compliance
- Applicant declarations
- Aerodrome Operator Accountable Manager declaration

Identification of Activity

The application is required to identify and select the type of activity that triggers a certification process, that being either:

- An initial Aerodrome Certification
- A change to Aerodrome Design and Construction that has an appreciable effect on safety of flight at the aerodrome

Where a change is identified, the Applicant should provide details of the systems impacted by the proposed change, including associated works. Examples of changes can include; facility upgrade from Code C to Code D, installation of a new lighting system, *etc.*

Supporting documentation can include:

- Certification Program Plan
- Engineering Change Proposal
- Engineering Change Record
- Problem Resolution Form or Engineering Change Form (For Shipborne heliports)

¹ The Applicant, used in the context of the DASR.139.80 regulations, and this factsheet, is defined as any organisation or operator or its representative which applies for an aerodrome certificate.



Aerodrome Identification and Use

The application is required to:

- Identify the aerodrome to be certified;
- Identify the configuration, role and the operating environment of the aerodrome. This is demonstrated by referencing the operating intent which can take the form of a Statement of Operating Intent (SOI)/ Statement of Operating Intent and Usage (SOIU), Operating and Support Intent (OSI) or other similar document;
- Identify the functional zones where applicable. The aerodrome may be divided into different functional zones, where each functional zone relates to an airfield component (e.g. runway, taxiway(s), apron(s), etc.). Multiple airfield components can be grouped into one functional zone where similar functions and operating context exists. Details of these functional zones can be captured within the operating intent;
- Identify air operators, both Military and Civilian, that frequently use the aerodrome; and
- Identify the primary aviation activity type that the aerodrome accommodates, for example, fixed wing training operations.

Details to Support Declaration of Compliance

The Applicant is required to provide details to support the declaration of compliance. This includes details of the Certification Basis (CB), how compliance has been demonstrated to the CB, any Military Aerodrome Certification Review Items (MACRIs) associated with non-compliances, and arrangements to support continued compliance and continuing safe flight operations. Review by the Authority will ascertain the following:

- The Applicant has provided an Authority agreed CB, including tailored design requirements.
- The Applicant has demonstrated that the aerodrome design and construction comply with the agreed CB through evidence which includes reports, drawings, specifications, calculations, and analysis to validate compliance with the agreed CB requirement(s).
- Where the Applicant cannot justify compliance with a design requirement in the agreed CB, the Applicant has presented approved tailoring in accordance with DASR AMC 139.80.A (1) using the non-compliance approval process². The Applicant must identify all authority approved MACRIs in the CB. If the number of MACRI line items exceeds form space a separate document may be submitted.
- The Applicant has identified the activities and provided evidence to demonstrate the aerodrome, or part thereof (for a change), complies with the CB. This includes activities or evidence used to support all MACRIs. The applicant can use the authority developed CB template or a Certification Check List to identify relevant evidence. Reference to a certification plan may be appropriate.
- The Applicant has implemented arrangements to support continued compliance with the agreed CB and provided design information to support continuing safe operations of the aerodrome, as described below.

Continued aerodrome compliance with the CB

At the initial aerodrome certification phase, the Applicant is responsible for establishing the required systems and procedures to support continued compliance of the aerodrome with the CB. These must be implemented, maintained and regularly reviewed by the Aerodrome Operator. The application must identify all systems and procedures implemented to ensure continued compliance with the aerodrome CB.

Authority review of the application may check the following systems and procedures are in place to support continued compliance with the agreed CB:

- Systems and procedures to retain all relevant design information, drawings and test reports; including inspection records in order to provide the information necessary to ensure the continued compliance to the aerodrome certification basis, and conditions for safe operation of the aerodrome.
- Systems and procedures to manage the configuration of the aerodrome design.
- Systems and procedures to collect, investigate and analyse reports of and information related to failures, malfunctions, defects or other occurrences which might adversely affect safe operation of the aerodrome, to implement corrective action if warranted.

² Refer to [Factsheet – Military Aerodrome Certification Review Items](#).

Continuing safe flight operations at the aerodrome

The Aerodrome Operator is responsible for ensuring that the aerodrome, at any time in its operating life, is in a fit condition for safe flight operations. The Aerodrome Operator executes this responsibility by following the information, knowledge and guidance provided by the aerodrome designer.

The Applicant is required to produce key information and procedures related to the design and /or construction of the aerodrome to enable the Aerodrome Operator to ensure that the aerodrome is kept in a condition for safe flight operation. The application must identify where all information and procedures are captured which enables the aerodrome operator to continuously keep the aerodrome in a state which supports safe flight operations.

Authority review of the application may examine instructions and documents associated with continuing compliance including:

- Descriptive document(s) which describe the specific scheduled maintenance tasks and frequency of completion; and
- Descriptive data and detailed instructions for inspections and required processes. One example may be a runway friction test.

This information is captured as part of a maintenance program, which is required under DASR 139.90.

Demonstration of Eligibility to Make Declaration of Compliance

The Applicant is required to make a Declaration of Compliance that the aerodrome design and construction complies with the agreed CB. The person making the declaration of compliance must hold required qualifications, relevant competency and the appropriate authority level within the applicant organisation or organisation representing the applicant. The Applicant organisation is to propose and identify why the person making the declaration has the responsibility and accountability.

During review the Authority is assessing that the individual submitting the declaration can

- Correctly interpret the design requirements
- Manage resources to affect change
- Can apply suitable understanding of hazards underpinning the design requirements, or those emerging from non-compliances.

Due to the responsibility associated with making the declaration, the individual must have a reasonable degree of influence and control over the processes and product for which the declaration is made.

Applicant Declarations

The Applicant is required to provide the following declarations:

- A formal declaration that:
 - The design and construction of the aerodrome entirely meets the requirements of the CB. The individual must hold the appropriate memberships, qualifications, competency and authorisation of the engineering organisation they represent.
 - All compliance demonstration evidence documentation is available.
 - All Military Aerodrome Certification Review Items (MACRIs) have been submitted and approved. Where applicable, supporting Aerodrome Issue Papers (ADIPs) have also been provided.
 - All arrangements to support continued aerodrome compliance with the agreed Certification Basis (CB) and all design information to support continuing safe operations of the aerodrome have been provided.
- A formal declaration that all required information provided supporting the aerodrome certification application is correct.

The person making the declaration accepts the responsibility for the statements made.

Aerodrome Operator Accountable Manager Declaration

An authorised representative of the approved Aerodrome Operator organisation is to provide a formal declaration that the responsibilities for managing the aerodrome are known, understood, and will be carried out.

What will the Authority Do?

The Authority will issue the Aerodrome Certificate on the following basis:

- The Applicant has compiled evidence which demonstrates compliance with each item of the agreed CB. The evidence can be in the form of a compiled table which includes the individual element (i.e. Runway, Taxiways, Aprons, AGLs, etc.), and documents / references the compliance evidence of each element with the agreed CB.
- The Applicant has provided a formal declaration which states the design and construction of the aerodrome meets the requirements of the agreed CB in its entirety. The declaration can be made as part of the application for an Aerodrome Certificate, for which a DASA Form has been developed (DASR Form 1186), or via another means (which could be formally agreed in the Certification Program Plan).
- The Applicant has completed all compliance activities; submitted reports, drawings, specifications, and calculations; and has approval of all MACRIs prior to the final declaration of compliance.

USEFUL INFORMATION

- Defence Aviation Safety Regulations, [DASR 139 \(Aerodromes\)](#)
- Defence Aviation Safety Design Requirements Manual (DASDRM), [Section 6 DASDRM](#)
- Defence Aviation Safety Authority [Factsheets \(Aerodromes\)](#)
 - Factsheet – DASR.139 Aerodrome Certification Process
 - Factsheet – Defining Aerodrome Operating Intent
 - Factsheet – Aerodrome Design Requirements and Certification Basis
- Defence Aviation Safety Authority, [DASR Form 1186 - Application for Aerodrome Certificate](#)