



**Reference:**

CAR Part 119.111

**Instructions for using this form:**

Use this summary sheet to work out what you need to do for proposed amendments to your exposition under Civil Aviation Rules.

This form to be used for manual amendments **only** and not for initial manual assessments.

**1. Organisation Details**

<b>Organisation's Name</b>	
<b>AOC No.</b>	

**2. Self-assessment**

<b>YES to ANY of the below</b>	<p>Don't email us this form. Instead, send a completed form 'CA 119-01 Application for Issue, Renewal, Or Amendment of an AOC Under CAR Part 119' with;</p> <ul style="list-style-type: none"> <li>• amendment and required documents, or</li> <li>• if your certificate is due to expire, renewal and required documents</li> </ul>
<b>NO to ALL of the below</b>	<p>No requirement for CASA to accept and/or approve manual amendments before using the manual.</p> <p>Provide us with a copy of every amendment to any exposition as soon as practicable after the amendment is incorporated into your exposition.</p> <p>Email us this completed form and <b>only</b> the exposition sections amended (if one document), or documents amended (if separate documents) to <a href="mailto:kgairo@casapng.gov.pg">kgairo@casapng.gov.pg</a> and <a href="mailto:flyingoperations@casapng.gov.pg">flyingoperations@casapng.gov.pg</a>.</p>

**A. Does the amendment affect your operations specifications under rule 119.13(b)**

Bases of operation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Type of air operation	Yes <input type="checkbox"/>	No <input type="checkbox"/>	External service provider contracted to provide maintenance, training or competency assessment	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Address for service in PNG	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Routes & areas of operations (incl. authorisations & limitations)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Exemptions granted	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Other business or trading names	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Special Authorisations	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Other items the Director determines are necessary to cover	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Type, serial number and registration of aircraft	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Organisation responsible for continuing airworthiness	Yes <input type="checkbox"/>	No <input type="checkbox"/>			



<b>B. Does the amendment require <i>Directors' prior approval</i> under rule 119.111(b)?</b>								
Chief executive	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contractor carrying out Maintenance	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Safety management system	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Senior persons	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Contractor carrying out Crew training	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Quality management system	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Scope of the certificate holder's certificate	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Flight and duty scheme	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Where required, air operator security programme	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Locations from which the certificate holder conducts air operations	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Fuel policy	Yes <input type="checkbox"/>	No <input type="checkbox"/>			
Maintenance Programme	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Extended range operations	Yes <input type="checkbox"/>	No <input type="checkbox"/>			

**3. Exposition amendments**

Exposition section <i>amended</i> (if one document) or exposition document <i>amended</i> (if separate documents)	Amendment no.	Revision date

**4. Tell us if you have an existing work request or audit finding with us**

You must complete the table below for any existing work request or audit finding relating to the current version of your exposition.

Work request no./audit finding no.	Summary	CASA person(s) dealing with it



**5. Declaration by authorised officer/representative**

- 1. I confirm I hold authority to sign on behalf of the applicant**
- 2. I declare to the best of my knowledge that the information in this application is complete and current**

**Note:** Under s283 Civil Aviation Act 2000 communicating false or failing to disclose information relevant to granting or holding of aviation document is an offence and liable on conviction, in the case of a corporation a fine not exceeding K100, 000.00; and other than a corporation, a fine not exceeding K25, 000.00 or imprisonment for a term not exceeding one year, or both.

<b>Full name of Senior Person:</b>		<b>Company Title:</b>	
<b>Date of application:</b>		<b>Signature:</b>	