



Initial Approval of System of Maintenance and Approval of Changes of Approved System of Maintenance

CAR 42L, 42M & 42R

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Purpose of this form

Use this form to apply for the initial approval of a system of maintenance for an aircraft or changes to an approved system of maintenance for an aircraft.

Who is this form for?

Certificate of registration holders of an aircraft, registered operators of an aircraft, operators of an aircraft, authorised persons for the purposes of regulations 42M and 42R of the CAR 1988, and maintenance controllers of aircraft.

Information needed to complete this form

The following information will be of assistance when completing this form:

- Details of the person responsible for the continuing airworthiness of the aircraft.
- Details of the contact person for this application.
- Details of the registered operator of the aircraft.
- Registration holder.
- Details of the aircraft.
- Details of the proposed system of maintenance for the aircraft or changes to the approved system of maintenance.
- Supporting documentation

Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, [apply now](#).

If you are applying on behalf of an organisation, you will need to have authority to act on the entity's (applicant's) behalf and be able to provide the organisation's ARN.

Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them prior to lodging this form. You can do this by [changing your details](#) on the CASA website.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

For more information

Go to the [CASA website](#) or [contact us](#).

Part A - Applicant and Aircraft Details

A1 What are the **applicant** details?

Your contact details must be current. Update contact details via [changing your details](#).

Legal entity/full name

ARN

Phone number

Email address

A2 What is the **postal** address?

Unit/number

Street name/PO box

Suburb

State/territory

Postcode

Country (if not Australia)

A3 Are you the **primary contact person** for this application?

No → [Go to A4](#)

Yes → [Go to A5](#)

Contact person

A4 What are the **contact person** details?

Contact details will be used for this application only, including any questions and/or fee estimates.

Full name

Position (Agent, Secretary)

Phone number

Email address

Registered Operator

A5 What are the **Registered Operator** details?

Your contact details must be current. Update contact details via [changing your details](#).

Legal entity/full name

ARN

Phone number

Email address

Registered Operator Address

A6 What is the **Registered Operator's** address?

Unit/number

Street name

Suburb

A6 continued

State/territory

Postcode

Country (if not Australia)

Registration Holder Details

A7 What are the **Registration Holder's** details?

You will need to provide the details in this section as they appear on the holder's current AOC.

Legal entity/full name

ARN

Phone number

Email address

Aircraft details

If required, make a copy of this A5 section for a greater number of aircraft registrations or various aircraft types and models than can be listed on this application. If a copy is included, complete the relevant supporting document boxes. Refer to the guidelines for further information.

A8 What are the **aircraft registration** details?

Registration mark (VH-)

Manufacturer

Model

Serial number

A8 continued

Registration mark (VH-)

Manufacturer

Model

Serial number

Registration mark (VH-)

Manufacturer

Model

Serial number

Registration mark (VH-)

Manufacturer

Model

Serial number

Aircraft Operations

A9 Please identify by ticking the appropriate checkbox(es) below, the type(s) of operation(s) the aircraft undertakes:

Air transport

PSEA

Areal work/Aerial application

RVSM

Private/Private business/Recreational

Other types of operations the aircraft may undertake

If other please specify

A10 What are you **applying** for (select one)?

Initial Approval to SoM under CAR42M

➔ **Go to Part B**

Changes to the approved SoM under CAR 42R

➔ **Go to Part C**

Part B - Description of the - ICA Data and Inputs

B1 Please identify the ICA and/or the existing maintenance schedule on which the proposed SoM is primarily based:

SoM/Maintenance Schedule previously approved for the same type and model of an aircraft

Maintenance Planning Document (MPD) or MRB Report (as applicable)

Revision status:

Type Certificate Data Sheet (TCDS)

Reference number:

Revision status:

B1 continued

Aircraft Maintenance Manual (AMM) and Airworthiness Limitations Section

Revision status:

Additional Maintenance Instructions contained in: SBs, SLs, SIDs, CPCPs, ST Cs and other ICAs for equipment or Part 21.M approved modifications

Documents numbers:

Revision status:

Other - please specify, include any reference(s)

If other please specify

Part C - CAR 42R Approval of changes - Details about the requested change(s) to the approved SoM

C1 Please identify by ticking the appropriate checkbox(es) below, the reason(s) for the CAR 42R changes:

Due to changes to instruction or intervals contained in ICA

Based on data derived from a reliability program

Based on review of the effectiveness and appropriateness of the approved SoM (regulations 40, or 42(c) of CAR)

Direction from CASA to change the approved System of Maintenance (CAR regulation 38)

Change of operation type and operational authorisations (such as adding or removing PSEA or RVSM)

Proposed by person responsible for continuing airworthiness

Other - please specify, include any references:

If other please specify

C2 If the changes to the SoM due to changes to ICA for the aircraft or aeronautical product, please identify the particular ICA including the amendment status of the document:

MRBR/MPC or TCDS revision status:

Airworthiness Limitations (AWL) revision status:

AMM (Chapter 5) revision status:

SB number(s) revision status:

ICA's (STCs) for mods/repairs/installed equipment.

Please specify, include any reference(s):

Other - please specify, include any reference(s)

If other please specify:

Note: Some requested changes or variations to a maintenance schedule, particularly changes to inspection intervals/frequencies different to OEMs schedule will need to be approved by CASA under CAR 42ZS "Granting exemptions and approval of variations".



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Part D checklist

D1

Mark appropriate box(es) in the checklist to indicate if the proposed SoM or proposed changes comply with the following. The column-Reference or Comment - should be used to record reference to the particular section of the SoM that shows compliance and any relevant comments.

	Compliance		Reference or comment
Does the SoM define the meaning of unique terms and acronyms used?	No	Yes	
Does the SoM include processes for document control:			
Recording the approval of the initial SoM and recording any approval of changes?	No	Yes	
Include a list of revisions made to the document, including the current revision status?	No	Yes	
Include a contents list?	No	Yes	
Identification and Applicability	Compliance		Reference or comment
Does the System of Maintenance contain a statement to identify:			
The type, model, serial number and registration mark of the aircraft covered? (CAR 42L(g))	No	Yes	
The type and model of engine(s)/APU fitted to the aircraft?	No	Yes	
The type and model of propeller(s) fitted to the aircraft? (If applicable)	No	Yes	
The name and address of the registered operator? (CAR 42L(g))	No	Yes	
The nominated maintenance inspection - to be carried out - for the purposes of determining whether a maintenance release (MR) should be issued for the aircraft? (That is the "periodic inspection" and interval for when a new MR is to be issued) CAR 42L (a)(iii) refers.	No	Yes	
If the SoM is based on an existing approval for the same type and model of aircraft operated by the operator, does the SoM take into account any possible difference in configuration and modification status of the aircraft?	No	Yes	

D1 continued

Aircraft Utilisation Affecting the System of Maintenance	Compliance		Reference or comment
Does the SoM contain any limitations such as: <ul style="list-style-type: none"> • Total time-in-service or total number of flight cycles? • Total annual flying hours or flight cycles? • Average duration of flights? • Type of utilisation/special operations? 	No	Yes	
Maintenance Schedules (for routine maintenance tasks)	Compliance		Reference or comment
Does the SoM: <ul style="list-style-type: none"> • Include 1 or more schedules, or • Refer to another document that sets out the maintenance tasks to be regularly carried out on the aircraft or its aeronautical products? 	No	Yes	
Does each schedule include the following information for each task:			
(i) a description of the maintenance? (CAR 42L (a) requirement)	No	Yes	
(ii) the interval for the maintenance? (CAR 42L (a) requirement)	No	Yes	
(iii) identify the source of the maintenance requirement such as: <ul style="list-style-type: none"> • Service Bulletin, Airworthiness Directive • Engineering Order (Part 21.M approved) • Operational authorisations (eg PSEA, RVSM)? • Operators requirements? 	No	Yes	
(iv) reference to maintenance data contained in another document?	No	Yes	
(v) if the SoM applies to more than 1 aircraft - information showing how the maintenance applies to each aircraft?	No	Yes	
(vi) if applicable, information that identifies maintenance as required by or under the approved design for the aircraft of aeronautical product? Example such as: <ul style="list-style-type: none"> • certification maintenance requirements (CMR) • airworthiness limitations (AWL) • CDCCL's 	No	Yes	

D1 continued

Schedule of Life Limited Parts/Components (CAR 42L(d) requirement)	Compliance		Reference or comment
Does the System of Maintenance include a schedule/table for the life limited parts/components and when they are to be retired, overhauled or removed?	No	Yes	
Does the SoM include all the maintenance requirements of the ICA that is applicable to the aircraft and aeronautical product and equipment fitted to the aircraft?	No	Yes	
If the SoM does not comply with certain maintenance requirements of the ICA:			
(i) does it include another means of compliance with the requirement?	No	Yes	
(ii) is technical justification provided which supports non-compliance to the requirement?	No	Yes	

Unscheduled (non-routine) Maintenance requirements	Compliance		Reference or comment
Does the SoM contain a schedule for inspection post lightning strike? (CAR42L (b) requirement)	No	Yes	
Does the SoM contain a schedule for inspection when abnormal flight or ground loads have been imposed on the aircraft? (CAR42L (c) requirement)	No	Yes	
Does the SoM contain a schedule for inspection after flood damage, propeller strike, bird strike or any other abnormal/unscheduled events?	No	Yes	

Note: CAR 42L has minimum requirements to be met "matters to be included"

Any requirements of the manufacturers ICA, that is not included in the SoM must not have any continuing airworthiness of the aircraft and must be supported by technical justification.

Extension of Maintenance Intervals	Compliance		Reference or comment
<p>Note: Any one-off extension of interval must not extend the subsequent occurrence of the maintenance. For example, if as a result of an extension, certain maintenance having an interval of 1,000 hours is carried out at 1,050 hours, the maintenance must next be carried out no later than 950 hours after the previous occurrence of maintenance, to preserve the 1,000 hour interval.</p>			
Does the SoM provide for a one-off extension to the interval for certain maintenance in the schedule?	No	Yes	
If Yes , is the extension interval:			
(i) Permitted in accordance with the manufacturer's ICA?	No	Yes	
(ii) Or, in accordance with other criteria/planning tolerance set out by the manufacturer or as otherwise approved by CASA?	No	Yes	

D1 continued

Pilot Maintenance for Class A aircraft	Compliance	Reference or comment
<p>Does the SoM for Class A aircraft contain a list of permitted pilot maintenance and/or procedures to approve pilots to perform limited tasks?</p> <ul style="list-style-type: none"> • Refer to CAR 42ZC(4)(d) Schedule 8 tasks? • Refer to CAR 42ZC(3)(c) 	<p>No Yes</p>	

Part E Application checklist

E1 Please identify any supporting documentation, by ticking the checkbox(es) below, attached to your application:

- Copy of SoM to be approved
- Technical justification for non-compliance with ICA, as applicable
- Copies of ICA as applicable
- Report or data generated by the reliability program for the aircraft
- Part D checklist completed as relevant to your application
- Other - please specify, including reference as applicable:

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F1 I declare:

- All statements in this application are true and correct.
- I am the person responsible for the continuing airworthiness names in Part A1.
- I am the registered operator named in Part A3.

I acknowledge by providing my details below and submitting this application:

- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my application.
- I have used my best efforts to identify all Commonwealth, state and territory environmental protection legislation that governs the aviation-related activities I will be engaging in under the authorisation for which I am applying. I recognise and understand these obligations and will endeavour in good faith to comply with the applicable requirements specified in that legislation.
- We may also use your licensing information in deidentified form for aviation safety research/analysis.

Privacy

Any personal information you provide to CASA, as part of this application, is protected by the *Privacy Act 1988*.

We will use the information provided to process this application and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your application.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our [privacy statement](#) and [privacy policy](#).

Fees

I acknowledge CASA will provide a fee estimate, which will be sent to the contact for this application.

I accept if this application is withdrawn or refused by CASA, or if CASA is unable to assess this application because I have failed to provide the required information and/or documentation, I am liable to pay CASA fees for work conducted.

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this application in accordance with that policy.

Full name

Signature

Date (DD/MM/YYYY)

/ /

Role authority

F2 In what capacity are you making this declaration?

Self

Director

Agent

Executor

Other, please specify:

An authority must be provided if the person making this declaration is **not** the individual or an office holder of the entity named in question 1.

 Provide authority if required

Submitting this form to CASA



By email – send this form with all supporting documents attached to regservices@casa.gov.au