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Applicant name				File Number	

This workbook shall be completed in accordance with:

- Principle DEL-08,

- Principle DEL-08 - Annex K

Principle DEL-08 – Worksheet K - CASR 21.195A - Issue an Experimental Certificate for amateur or kit built aircraft						
Legislation	**Principle**	**Condition**	**Yes**	**No**	**N/A**	**Inspector Comments**
CASR 201.001(2)	1.3	Qualifications, in the 12 months prior to application, has the applicant completed? • the CASA Certificate of Airworthiness course, or • a Certificate of Airworthiness course endorsed by CASA and delivered by a recognised representative organisation	☐	☐	☐	
CASR 201.001(2)	1.4	Knowledge, has the applicant supplied a declaration from a recognised organisation that they have suitable underpinning and specific knowledge?	☐	☐	☐	
CASR 201.001(2)	1.5	Experience, has the applicant supplied a declaration of competence from a recognised organisation?	☐	☐	☐	
	1.6.1	Does the Procedures manual adequately describe the reporting process for each experimental certificate issued?	☐	☐	☐	
	1.6.2	Does the Procedures manual ensure that applications contain all necessary information?	☐	☐	☐	
	1.6.3	Does the Procedures manual adequately describe the assessment process?	☐	☐	☐	
	1.6.4	Does the Procedures manual adequately describe the issuance of a certificate?	☐	☐	☐	

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		Principle DEL-08 – Worksheet K - CASR 21.195A - Issue an Experimental Certificate for amateur or kit built aircraft				
Legislation	**Principle**	**Condition**	**Yes**	**No**	**N/A**	**Inspector Comments**
	1.6.5	Does the Procedures manual list, describe and contain a copy of each form used?	☐	☐	☐	
	1.6.6	If required, does the Procedures manual describe a process for conducting a remote inspection?	☐	☐	☐	
CASR 201.001(4)	1.7.1	**For Surveillance Only:** Has the delegate complied with the conditions specific to their instrument of appointment?	☐	☐	☐	
CASR 201.001(4)	1.7.2	Has the delegate ensured that a register is maintained containing the following details relating to the exercise of a power authorised under this instrument: • The name of the registered operator • The manufacturer, type, model and serial number of the aircraft • The registration marking • The category and purpose (as applicable) of each certificate • The date of issue and date of expiry (if applicable) of each document	☐	☐	☐	
CASR 201.001(4)	1.7.3	Has the delegate ensured that copies of all documents associated with the exercise of a power authorised under this instrument are kept for at least 5 years after the date of issue.	☐	☐	☐	
CASR 201.001(4)	1.7.4	Has the delegate given CASA notice of their intention to exercise a power or function of their instrument, by recording the relevant details in the Delegate Management Notification System prior to exercising that power or function?	☐	☐	☐	
CASR 201.001(4)	1.7.5	Where notice of the delegate's intention to exercise an authorised power or function has been provided to CASA, has the delegate recorded the details of the outcome into the Delegate Management Notification System within 14 days after the power was exercised?	☐	☐	☐	
CASR 201.001(4)	1.7.6	Is the delegate able to produce the register relating to the exercise of power and associated documents for inspection?	☐	☐	☐	
CASR 21.195A	1.7.7	Issue an Experimental Certificate for amateur or kit built aircraft ('Relate' to a breach of regulation if appropriate)	☐	☐	☐	

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Assessment summary

Applicant name		Applicant ARN		EAP case number		File reference	

This worksheet verifies the application for CASR 21.195A - Issue an Experimental Certificate for amateur or kit built aircraft IOA for the above-named applicant has been assessed in accordance with the current revision of Principle DEL.08

Inspector name		Title		Date	

Assessment

The applicant has been assessed in accordance with the requirements mentioned in DEL.08 Annex K.

☐ I am satisfied that the applicant meets the requirements mentioned in the regulations (as applicable).

☐ I am not satisfied that the applicant meets the requirements mentioned in the regulations.

Reason for recommendation

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