



Applicant name	Applicant ARN	EAP case number	File reference
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Minimum Equipment List (MEL)
Part 91 of Civil Aviation Safety Regulations 1998 (CASR)

Instructions	<ol style="list-style-type: none"> 1. All appropriate sections should be completed for a proposed or variation to an MEL. 2. Only Section 6 is required for one-time MEL extensions to Category B or C MEL items. 3. The assessment summary is on the final page and must be signed by all relevant parties. 4. For guidance on specific aspects of each question, refer to the respective section in the OPS.01 Principle document as identified in the Principle reference column and if required, the Legislation Reference.
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Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
4.1	General Requirements					
	3.1	What is the application for?				
CASR 91.935	3.2	<ul style="list-style-type: none"> • Assessment of a proposed MEL? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.940	3.3	<ul style="list-style-type: none"> • Assessment for a variation to an MEL? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.945 CASR 91.950	3.4	<ul style="list-style-type: none"> • Assessment of one-time MEL extensions to Category B or C MEL items <p>Note: If yes, only Section 6 requires completion.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 11.080	3.5	<ul style="list-style-type: none"> • Change of operator? <p>Note: As approvals can only be issued to specified legal persons or entities, should another entity wish to take advantage of the approval it must apply for the same approval in its own right.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
CASR 91.930 CASR 91.940	1.0	<ul style="list-style-type: none"> (Variation only) – If the MEL was previously approved under CAR 37, has all pre transition terminology been varied to meet operational regulations implemented on or after 02 December 2021. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.04(1)	4.1.1	Is the MEL format clear and unambiguous? Note: The document should not refer to superseded regulatory references (such as rescinded CARs).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91	3.3 4.1.1	Are there document control tools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> List of Effective Pages (LEP) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> table of contents 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> version control 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> revision history 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4.1.4	Is there a preamble?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(c)	4.1.2	Does the applicability of the MEL clearly identify the relevant different aircraft systems within a fleet (if applicable)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03	4.1.3	Does the MEL include:				



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
MOS 91.28.03(1)(a)	4.1.3	<ul style="list-style-type: none"> the legal entity name of the operator of the aircraft including any business / operating or trading name? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(b)	4.1.3	<ul style="list-style-type: none"> the aircraft's type, model, registration mark and serial number? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.925 MOS 91.28.03(1)(c) MOS 91.28.03(4)(a)-(e)	4.1.3	<ul style="list-style-type: none"> a list of items in the aircraft that may (subject to any conditions or limitations specified) be inoperative for a flight? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(d)	4.1.3	<ul style="list-style-type: none"> identification of the MMEL on which the MEL is based? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(e)	4.1.3	<ul style="list-style-type: none"> definitions of any unique terms used in the MEL? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(f)	4.1.3	<ul style="list-style-type: none"> guidance for the use and application of the MEL? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(g)	4.1.3 4.1.5	<ul style="list-style-type: none"> a statement of whether rectification intervals will be calculated according to the local legal time or UTC? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(4)(a)	4.1.3	<ul style="list-style-type: none"> include a description that sufficiently identifies the item or system associated with it? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(4)(b)	4.3	<ul style="list-style-type: none"> specify the rectification interval in the form of a category A, B, C, or D repair interval? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(4)(d)	4.1.3 4.4.2	<ul style="list-style-type: none"> set out any required operational procedures for the conduct of a flight with an inoperative item? <p>Note: The data may be in another document. If so, a reference to the procedure and/or the document should be detailed.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
MOS 91.28.03(4)(e)	4.1.3 4.4.3	<ul style="list-style-type: none"> set out the maintenance data if the aircraft requires maintenance to conduct a flight with an inoperative item? <p>Note: The data may be in another document. If so, a reference to the procedure and/or the document should be detailed.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(5)	4.1.3	<ul style="list-style-type: none"> for an aircraft subject to performance-based communication and surveillance requirements – Is there information regarding the RCP 240 and RSP 180 capabilities (as applicable)? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Compliance with the Master MEL (MMEL)					
MOS 91.28.04(1)	4.2.1	<p>Is the aircraft's MEL based on the correct MMEL for the aircraft type, and latest version?</p> <p>Note: An aircraft type may have multiple MMELs dependant on where the aircraft was built.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.04	4.2.1	<p>Does the Type Certificate Data Sheet (TCDS) listed in the Australian Type Certificate or CASA Type Acceptance Certificate (TAC) include the serial numbers for the applicable aircraft?</p> <p>Note: An aircraft type may have multiple TACs and TCDSs dependant on where the aircraft was built.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4.2.1	<p>Have items from an MMEL approved by another recognised National Aviation Authority been presented as evidence to support deviations from the applicable MMEL?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	4.2.1	<ul style="list-style-type: none"> If yes, has the original certification basis or Australian regulatory standards been maintained? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03(1)(c) MOS 91.28.05	4.2.2	<p>For items in the MEL that are not contained in the MMEL:</p>				



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
CASR 91.935(4)(b)	4.2.2	<ul style="list-style-type: none"> has a safety analysis been completed to ensure the items do not affect the design standards or safe operation of the aircraft? <p>Note: Should be against the certification basis and should be accomplished by an appropriately qualified person.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.935(4)(b) MOS 91.28.05 MOS 91.28.06	4.2.2	<ul style="list-style-type: none"> has the applicant established that the items are not in conflict with the aircraft specifications, modifications, regulatory requirements or AFM conditions, limitations or emergency procedures? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.04(2)	4.2.3	Is the MEL equal to or more restrictive than the MMEL?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.05(2)	4.2.3	<p>If the MEL is less restrictive than the applicable MMEL, has the operator provided a safety analysis or evidence that an acceptable level of safety will be maintained?</p> <p>Note: Should be against the certification basis and should be accomplished by an appropriately qualified person.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.07	4.2.4	Are items without a specified rectification interval in the MMEL supported with appropriate data that establishes an MEL interval based on the significance of the item for the safe operation of the aircraft?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.960	4.2.5	<p>Does the MEL specify the circumstances and procedures for where aircraft are not permitted to operate with multiple inoperative items that</p> <ul style="list-style-type: none"> reduce the level of safety of the operation of the aircraft; or 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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		<ul style="list-style-type: none"> increases the flight crew's workload; to the extent that it is unsafe for the flight to be conducted? 				
4.3	Categories for rectification intervals					
CASR 91.945 MOS 91.28.03(2) MOS 91.28.09	3.4 4.3	If the operator intends to extend the rectification interval of an inoperative item in accordance with regulation 91.945, the procedures to be used must be set out in the MEL.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> Does the MEL set out procedures to extend the rectification interval of an inoperative item, in accordance with regulation 91.945 of CASR? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.945 MOS 91.28.03 MOS 91.28.09	3.4 4.3	<ul style="list-style-type: none"> Do the procedures detail who, on behalf of the operator, may extend the rectification interval? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.4	Conditions and limitations					
CASR 91.935(4)(b) MOS 91.28.03 (4)(d), (4)(e)	4.4.1	Does the operator's MEL contain the respective Operational (O), Maintenance (M) procedures mandated by the MMEL and any remarks, conditions and /or limitations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.9302(c)	4.4.1	<ul style="list-style-type: none"> Are the remarks, conditions and/or limitations that must be complied with against an MEL clear and concise? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.03 (4)(d), (4)(e)	4.4.2	<ul style="list-style-type: none"> For each MEL item requiring an operational (O) procedure to conduct a flight with the item being inoperative, does the MEL set out the operational procedures or, if the 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
		procedures are in another document, include a reference to the procedures?				
MOS 91.28.03 (4)(d), (4)(e)	4.4.3	<ul style="list-style-type: none"> For each MEL item requiring a maintenance (M) procedure, does the MEL set out the required maintenance data or if the maintenance data is in other documents (e.g. AMM), are all the references included? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	MEL relief					
	4.5	Does the operator have procedures in the MEL management plan to determine the correct course of action when an MEL item fails after dispatch but prior to take-off?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.6	Additional legislative requirements and the approved design					
	4.6	Are all regulatory requirements additional to the MMEL considered and included in the MEL. Note: In the case of a conflict with certification or airworthiness requirements, the most stringent should prevail.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.810 CASR 121.460 CASR 133.360 CASR 135.370	4.6.1	Does the operator's MEL reflect the 'operational equipment' requirements of Australian legislation (e.g. the MOS applicable to the operation)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.05	4.6.2	Is it clear that the MEL does not contravene a requirement set through legislation (Regulations, MOS, CAO etc)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.08	4.6.3	Is it clear that the MEL does not contravene a requirement set through the approved design (AFM,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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		Supplemental Type Certificates, Major Modifications, major repairs, etc.)?				
CASR Part 39	4.6.4	Are there any applicable current Airworthiness Directives (ADs) to an item that may normally be authorised to be inoperative under the MEL?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.7	Operational requirements					
	4.7.1	Have PSEA requirements for the aircraft been appropriately incorporated into the MEL in accordance with (OPS.03) – Prescribed Single-Engine Aeroplanes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.14.07 (8)	4.7.2	Has the impact of other operational requirements been considered (e.g. RVSM Worksheet A OPS.04, RNP Worksheet B and C of OPS.04, EDTO OPS.06)? Note: reference to other OPS PPWs may be required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.8	Integration of the MEL with the operations and maintenance systems					
CASR 42.C.2 CAR 42L	4.8.1	Does the MEL integrate with the maintenance program for the aircraft?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 119.205(1)(h) CASR 138.155(1)(h)	4.8.2	Does the MEL align with the CAMO exposition, operator’s operations manual or exposition (which includes the Maintenance Control Manual)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 119.205 (1)(h) CASR 138.155 (1)(h)	4.8.3	Does the MEL or operator’s exposition state the operational person responsible and the process by which entries are made into the Maintenance Release or Flight Technical Logs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
CASR 91.150	4.8.4	Does the MEL clearly state placarding requirements, including the provision of suitable placards for use by persons invoking the MEL?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CAR 214 MOS 145.A.35 (e) CASR Division 42.G.4	4.8.5	Does the MEL or operator's exposition include an appropriate training program for all persons involved in the application of an MEL?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Nonessential Equipment					
	5.1.1	Does the MEL identify any items as nonessential equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5.1.3	<ul style="list-style-type: none"> Do the identified items have a secondary safety related function? (i.e. IFE equipment used for cabin safety briefings) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5.1.1	<ul style="list-style-type: none"> Do the identified items interface with, or form part of, another aircraft system? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	5.1.1 5.1.4 5.1.5 5.1.6	<ul style="list-style-type: none"> If yes, to any of the above, has an appropriate safety analysis been performed to confirm the items are not required for the safe operation of the aircraft? <p>Note: Should be against the certification basis and/or operational requirements and should be accomplished by an appropriately qualified person.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Extension to rectification intervals - One-time MEL extension – Category B or C					
CASR 91.945 MOS 91.28.09	3.4 4.3.2 4.3.3 6.1.1	Has the applicant provided details of an approved MEL (copy of the operators approved MEL) with the application?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
		Note: A single page of the approved OMEL may be sufficient.				
CASR 91.945	6.1.1	Is the item inoperative?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.09	6.1.1	Is the extension request for an item that has an original rectification interval of Category B or Category C? Note: One-time extendable rectification intervals are limited to Category B and C MEL items only as per the Part 91 MOS.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.09	6.1.1	For Category B rectification interval requests - is the requested extension, 3 days or less, following the original rectification interval? <ul style="list-style-type: none">If no, then the extension application cannot continue and should be rejected. Consider advising applicant about a CASR 21.007 Permissible Unserviceability (OPS.02).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MOS 91.28.09	6.1.1	For Category C rectification interval requests - is the requested extension, 10 days or less, following the original rectification interval? <ul style="list-style-type: none">If no, then the extension application cannot continue and should be rejected. Consider advising applicant about a CASR 21.007 Permissible Unserviceability (OPS.02).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.945 MOS 91.28.09	6.1.1	Has the original rectification interval previously been extended (one-time extension), during the same continuous period throughout which the item has been inoperative? <ul style="list-style-type: none">If yes, then the extension application cannot continue and should be rejected. Consider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
		advising applicant about a CASR 21.007 Permissible Unserviceability (OPS.02).				
CASR 91.945	6.1.1	Does the MMEL for the aircraft type prohibit an extension of the rectification interval for the item?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.945	6.1.1	Has the operator provided information/evidence that show they are unable to resolve the item within the original rectification interval due to circumstances beyond their control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> Parts shortages 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> Optional equipment 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> Remote location 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> Other 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CASR 91.945	6.1.2	Does another regulation or rule allow the aircraft to operate with the item inoperative for a different time? Note: AD, CAR, CASR, MOS or other operational rules etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<ul style="list-style-type: none"> If yes, would an extended repair interval fall within that time limit? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Application Form - Minimum Equipment List - CASA-04-5704	Q10 and Q11	Are there currently other inoperative items on the aircraft under MEL relief (including any PUs)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Legislation Reference	Principle Reference	Question	Y	N	N / A	Assessor Comments
		<ul style="list-style-type: none">If yes, would the other inoperative items in conjunction with an extension impact the current level of safety?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



Applicant Name		Applicant ARN		EAP case number		File Reference	
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This worksheet verifies that the application for the applicant named above has been assessed in accordance with the latest version of Protocol (OPS.01) for

- the approval of a Minimum Equipment List (under regulation 91.935 of CASR) and/or
- a variation of a Minimum Equipment List (under regulation 91.940 of CASR) or
- a one-time extension for a category B or C approved minimum equipment list item (under regulation 91.945 of CASR).

Approval of a Proposed or Varied Minimum Equipment List (under regulation 91.935 and/or 91.940 of CASR)

Assessor (Airworthiness) Review of proposed/varied MEL completed. <input type="checkbox"/> Recommend <input type="checkbox"/> Not recommended <input type="checkbox"/> N/A	Name:		Title:		Date:	
	Reasons for the decision made:					
Assessor (Flying operations) Review of proposed/varied MEL completed. <input type="checkbox"/> Recommended <input type="checkbox"/> Not recommended <input type="checkbox"/> N/A	Name:		Title:		Date:	
	Reasons for the decision made:					



Initial issue or variation: The proposed Minimum Equipment List has been assessed in accordance with the requirements mentioned in Subpart 91.Y

Delegate

I am satisfied the management of change process meets the requirements mentioned in Subpart 91.Y

I am not satisfied the management of change process meets the requirements mentioned in Subpart 91.Y.

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Name:	Title:	Date:

Issue Significant Change Part 119: The proposed significant change(s) have been assessed in accordance with the requirements mentioned in Subpart 91.Y.

Delegate

I approved the significant change under regulation 119.095(1).

I do not approve the significant change for the reasons stated below:

Issue Significant Change Part 138: The proposed significant change(s) have been assessed in accordance with the requirements mentioned in Subpart 91.Y.

Delegate

I approved the significant change under regulation 138.064(1).

I do not approve the significant change for the reasons stated below:



Approval of a one-time extension for a category B or C approved minimum equipment list item (under regulation 91.945 of CASR)

Assessor (Airworthiness/ Flying operations) Assessment of a one-time extension to a minimum equipment list item completed. <input type="checkbox"/> Recommend <input type="checkbox"/> Not recommended <input type="checkbox"/> N/A	Name:		Title:		Date:	
	Reasons for the decision made:					
Peer review Review of a one-time extension to a minimum equipment list item completed. <input type="checkbox"/> Recommended <input type="checkbox"/> Not recommended <input type="checkbox"/> N/A	Name:		Title:		Date:	
	Reasons for the decision made:					
<p>One-time extension for a category B or C approved minimum equipment list item: The proposed one-time extension has been assessed in accordance with the requirements mentioned in Subpart 91.Y.4 and Protocol OPS.01.</p> <p>Delegate</p> <input type="checkbox"/> I am satisfied the requirements mentioned in Subpart 91.Y.4. are met and approve the one-time extension. <input type="checkbox"/> I am not satisfied the requirements mentioned in Subpart 91.Y.4. are met and do not approve the one-time extension.						
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