



PROTOCOL

(OPS.99) Part 99 DAMP entry control and assessment

July 2026



Acknowledgement of Country

The Civil Aviation Safety Authority (CASA) respectfully acknowledges the Traditional Custodians of the lands on which our offices are located and their continuing connection to land, water and community, and pays respect to Elders past, present and emerging.

Inside front cover artwork: James Baban.

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1. Purpose

This protocol is for the assessment of an authorisation holder's Drug and Alcohol Management Plan (DAMP) under Part 99 of the *Civil Aviation Safety Regulations 1998* (CASR), including the assessment of DAMP-like programs implemented by third-party contractors (non-DAMP organisations).

This protocol standardises the assessment, approval, and surveillance of DAMPs to ensure that organisations effectively manage drug and alcohol risks associated with safety sensitive aviation activities (SSAA).

CASA uses this protocol to provide assurance that an organisation is competent and capable of implementing and maintaining a compliant and effective DAMP.

2. Concept and philosophy

This protocol supports CASA's performance-based regulatory oversight of drug and alcohol risk management.

The objective of the assessment is to confirm that the organisation's DAMP:

- complies with all relevant Part 99 legislative requirements
- effectively manages risks associated with drug and alcohol use
- ensures SSAA employees are fit to perform their duties.

CASA assesses both:

- compliance with legislative requirements
- effectiveness of implementation and ongoing management.

The assessment is guided by Principle (OPS.99) – Part 99 DAMP entry control and assessment, which defines acceptable practices and expectations.

3. Process

All administration tasks should follow standard regulatory service administration procedures (as applicable), in addition to the following:

- The authorisation holder must submit a DAMP (or CASA Micro-business DAMP CASA-03-6500) as part of an authorisation application.
- Regservices will create a case in EAP for assignment to a CASA inspector.
- All associated CASA staff must be knowledgeable of, and competent with, Principle (OPS.99), which provides details for the assessment of a DAMP.
- The relevant sections (determined by scope) of Worksheet (OPS.99) must be completed by the CASA inspector and saved as a PDF document in the related RMS file, including:
 - the assessment summary
 - the approval data sheet (as applicable).
- Where the DAMP forms part of an application for the grant or variation of an authorisation, the outcome of the DAMP assessment must be considered in the overall recommendation for the application.
- Where the assessment relates to a DAMP-like program for a non-DAMP organisation, the inspector must assess the program for compliance against applicable Part 99 requirements and make a recommendation in accordance with CASA procedures.

4. List of supplements

The supplements listed below directly support this protocol. The most recently approved versions will be located in the Document Catalogue and on the CASA intranet. Approved forms are externally located on CASA's website.

- Principle (OPS.99) – Part 99 DAMP entry control and assessment CASA-03-6925
- Worksheet (OPS.99) – Part 99 DAMP entry control and assessment CASA-04-6926.

5. Scope

This protocol applies to:

- assessment of the DAMP component of an authorisation holder's application – includes where an organisation adopts the CASA Micro-business DAMP exemption
- initial assessment of DAMPs under CASR Part 99
- surveillance of DAMPs
- assessment of DAMP-like programs for a non-DAMP organisation.

Note: A DAMP is not subject to a standalone approval and is assessed for compliance as part of CASA's decision-making for the grant, variation, or continuation of an authorisation. However, the assessment of a DAMP-like program for a non-DAMP organisation may be conducted as a standalone process.

6. Competency requirements

To conduct the assessment, inspectors must have successfully completed the foundation training and advanced regulatory assessment training programs.

7. Associated legislation

Table 1. Legislation associated with this protocol

Document	Title
CASR Part 99	Drug and alcohol management plans and testing
CASR Part 91	General operating and flight rules (fitness for duty)
CASR Part 119	Air operator certification
CASR Part 121	Air transport operations — larger aeroplanes
CASR Part 135	Air transport operations — smaller aeroplanes
CASR Part 138	Aerial work operations
CASR Part 142	Flight training and checking
CASR Part 11	Authorisations and approvals

8. Guidance references

Table 2. Guidance material relevant to this protocol

Document	Title
CASA-03-5835	Guide to Part 99B Drug and Alcohol Management Industry Sample Manual
CASA-03-5836	Drug and Alcohol Management Plan Sample Manual
CASA-03-6500	CASA Micro-business Drug and Alcohol Management Plan (DAMP)
CASA-03-0219	CASA Surveillance Manual Annex 18 - Drug and Alcohol Management Plan (DAMP)
Casa.gov.au	DAMP contact officers and supervisors guide

9. ICAO references

Table 3. ICAO references applicable to this protocol

Document	Title
ICAO Annex 1	Personnel Licensing
ICAO Annex 6	Operation of Aircraft
ICAO Annex 19	Safety Management
ICAO Doc 9654	Manual on Prevention of Problematic Use of Substances in the Aviation Workplace

10. Revision history

Amendments/revisions of this protocol are recorded below in order of most recent first.

Table 4. Revision history table

Version No.	Date	Parts/Sections	Details
1.0	July 2026	All	First release