



## 24119-01 – AMENDMENT Part 119 Air Operator Certificate Application for Amendment

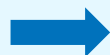
Use this form to apply for an **amendment** to a certificate under the:

- [Civil Aviation Act 1999](#), s 8 application for aviation document and s 9 grant or renewal of aviation document
- [Civil Aviation Rules](#), Part 119 air operator certification for Part 121 large aeroplanes, Part 125 medium aeroplanes, or Part 135 helicopters and small aeroplanes, if the proposed amendment:
  - affects your operations specifications under rule 119.15(b)
  - requires CAA’s prior acceptance or approval under Civil Aviation Rule 119.165(a) and (b).

Note: Use 24119-12 Part 119 exposition amendment summary sheet to find out if need to complete this form.

### 1. You need to apply early because our assessment process takes time

To apply, email to [info@caav.vu](mailto:info@caav.vu)



- This application form with the completed relevant sections for proposed amendments
- The relevant completed documents as set out in **section 19** of this form


### 2. About your application and our assessment

- You have to submit your application and pay 33,000 VT for an initial 4 hours not less than 90 days before you intend to operate, but our assessment can take longer (rule 119.9 application for certificate)
- We’ll *only* start our assessment once your application is complete
- How long our assessment takes depends on the complexity of your operation and the accuracy of the information you provide
- We’ll invoice you during and at the end of the assessment for CAA’s hours taken at the CAAV standard hourly rate
- **If your certificate is due to expire**, you can consider including the amendment details as part of your renewal application rather than completing this form

- Read [advisory circulars](#) for your type of operation before you start
- See section 9(b) about senior persons fit and proper person requirements (Note: The government agency reports can take 8 weeks or more to get)
- Complete the [forms](#) in **section 19** required for your type of operation
- Sections in this form with \* must be addressed in your exposition
- **Click on the field areas and type (they expand as you type)**
- **Click on square boxes to select**
- **To add rows to tables in this form copy and paste the last row**

### 3. Organisation's details *You must complete this section. Click on the field areas and type (they expand as you type).*


If the organisation is a registered company, incorporated society, or limited partnership, and the organisation's legal name has changed, email us the current Companies Office certificate of incorporation.

Organisation legal name 	<input type="text"/>		
Trading names	<input type="text"/>	<input type="text"/>	<input type="text"/>
Organisation' CAA ID no.	<input type="text"/>	AL No or N/A	<input type="text"/>

#### Contact person for this application

Name	<input type="text"/>	Position title	<input type="text"/>
Email	<input type="text"/>		
Mobile	<input type="text"/>	Their CAA ID no. or N/A	<input type="text"/>

### 4. Organisation's contact information *Only fill in this section if there are changes to this information.*

Address for service <i>Must be a physical address in Vanuatu (not a PO Box)</i> 		Postal address <i>If different from address for service (can be a PO Box)</i>	
No. & street	<input type="text"/>	No. & street	<input type="text"/>
Suburb	<input type="text"/>	Suburb	<input type="text"/>
City/Town	<input type="text"/>	City/Town	<input type="text"/>
Postcode	<input type="text"/>	PO Box	<input type="text"/>
		Postcode	<input type="text"/>

Email for notices and communications	<input type="text"/>
Phone no. for general communications	<input type="text"/>

#### Details for CAA invoices

Organisation or person to be invoiced by CAA	<input type="text"/>		
Their CAA ID no. or N/A	<input type="text"/>	Your reference no. or N/A	<input type="text"/>
		Phone no. for invoice enquiries	<input type="text"/>
Email for invoices	<input type="text"/>		

**5. Does your organisation have any of the following?** You must complete this section. Click on square boxes to select.

If you answer yes to any of the questions below, you must email us information about it with this application form.

Criminal offences ⓘ	Does your organisation have a conviction in the past 5 years or is presently facing charges?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Transport safety offences	Does your organisation have a conviction in the past 5 years or is presently facing charges?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Aviation documents	In the past 5 years, has your organisation had an aviation certificate application rejected, or aviation document suspended or revoked?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**6. Bases of operation\*** Only fill in this section for proposed amendments. To add rows to tables in this form copy and paste the last row.

Principal base (rule 119.15(b)(i))	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Other bases	Other bases	Other bases
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>

**7. Geographical areas of operation/routes\*** Only fill in this section for proposed amendments.

Geographical area/route	Geographical area/route
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>

8. Types of operation\* *Only fill in this section for proposed amendments.*

If you propose amendments for Parts 121 and 125, and Part 135 for RNP, also email us your application for operational approval form 24091-07.

Operation types	Part 121 large aeroplanes				Part 125 medium aeroplanes				Part 135 helicopters and small aeroplanes					
	International		Domestic		International		Domestic		International		Domestic			
									Fixed wing		Fixed wing		Helicopter	
	Add	Remove	Add	Remove	Add	Remove	Add	Remove	Add	Remove	Add	Remove	Add	Remove

Passenger

Regular	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non Regular	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Goods

Regular	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non Regular	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
To remote areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passengers perform tasks/duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commercial Air Transport Operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Flight rules

IFR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEIFR					<input type="checkbox"/>	<input type="checkbox"/>						
VFR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Day VFR							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Night VFR							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


Certificate

Airline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General aviation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 9. Senior persons


a) Senior persons\* *Only fill in this section for proposed amendments to a senior person role.*

Senior Persons responsibility	Name	Position title	Their CAA ID no.	No change	New	Amend functions and duties
Chief executive				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air operations – flight operations				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Air operations – supporting ground operations				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crew training				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crew competency assessment 				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance control and scheduling				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
System for safety management				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conducting occurrence investigations				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security (if applicable)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Qualifications and experience	Chief executive (if applicable)	Air operations – flight operations	Air operations – supporting ground operations	Crew training	Crew competency assessment 
Licence	CPL Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
	ATL Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>	Add <input type="checkbox"/> Remove <input type="checkbox"/>
Hours	P-in-C single engine				
	P-in-C multi-engine				
	P-in-C helicopter				
	P-in-C float plane				
	Instrument flying time				
	<b>Total flying time</b>				
Ratings	Aeroplanes				
	Helicopters				

b) Senior persons fit and proper person (FPP) requirements 

Email us a completed FPP questionnaire or FPP declaration and the information required (whichever applies), for a proposed new senior person or proposed amendment to a current senior person’s functions and duties. See the tables below about which FPP form to use and the information required. Also check your proposed senior persons meet the qualifications and experience requirements of Part 119 Appendix A airline air operator or Appendix B general aviation air operator.

<b>24FPP questionnaire</b> must be completed by a proposed senior person:	Information required
<ul style="list-style-type: none"> <li>who is a <b>new</b> senior person, or</li> <li>if their last FPP questionnaire is dated <b>more</b> than 5 years ago, or</li> <li>if their last FPP questionnaire is dated <b>less</b> than 5 years ago, but their FPP questionnaire information and required information <b>has</b> changed</li> </ul>	<ul style="list-style-type: none"> <li>CV</li> <li>Proof of identity</li> <li>Proof of address for service</li> <li>Criminal conviction check /Police Clearance</li> <li>Traffic safety offence history report</li> </ul>
<b>24FPPDEC declaration</b> is completed by a proposed senior person if their last FPP questionnaire is dated <b>less</b> than 5 years ago, and the FPP questionnaire information and required information <b>hasn’t</b> changed, <b>AND</b> either: 	Information required
<ul style="list-style-type: none"> <li>there’s <b>no change</b> to their functions and duties, or</li> </ul>	N/A
<ul style="list-style-type: none"> <li>you propose to <b>amend</b> their functions and duties</li> </ul>	<ul style="list-style-type: none"> <li>Updated CV</li> </ul>

c) Senior persons proposed to remove\* *Only fill in this section if you propose to remove senior persons.*

Name	Position title	Their CAA ID no.	Name	Position title	Their CAA ID no.

10. Aircraft used in your operation\* *Only fill in this section for proposed amendments.*

The questions about charter/cross hire/ lease and lawful possession in the table below relate to Part 47 aircraft registration and marking. If your organisation is *not* lawfully entitled to possession, then your operation of the aircraft must not exceed 27 days. Once that ends, you must either enter another charter, cross hire, or lease not exceeding 27 days, or apply to have the aircraft registration changed to show your organisation as having lawful possession.

Note: If the aircraft on charter, cross hire, or lease is listed in your operations specifications, then you don’t have to re-apply to operate the aircraft each time you charter, cross hire, or lease the aircraft for a period not exceeding 27 days.

Aircraft type and model	Registration	Serial no.	Add/remove	Charter/cross hire/ lease?	Are you lawfully entitled to possession?
			Add <input type="checkbox"/> Remove <input type="checkbox"/>		
			Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

Aircraft type and model	Registration	Serial no.	Add/remove	Charter/cross hire/ lease?	Are you lawfully entitled to possession?
			Add <input type="checkbox"/> Remove <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
			Add <input type="checkbox"/> Remove <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
			Add <input type="checkbox"/> Remove <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

## 11. Crew training and competency assessment\*

### a) CAA-certified training organisations *Only fill in this section for proposed amendments.*

You can *only* use Part 141 CAA-certified training organisations (see the list on our website).

CAA-certified training organisation	Their CAA no.	Add/remove	CAA-certified training organisation	Their CAA ID no.	Add/remove
		Add <input type="checkbox"/> Remove <input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>
		Add <input type="checkbox"/> Remove <input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>

### b) CAA-approved operational instructors and flight examiners *Only fill in this section for proposed amendments.*

You can *only* use CAA-approved operational instructors and flight examiners. A FPP assessment is *not* required for operational instructors and flight examiners.

Operational instructor	Flight examiner	Their name	Their CAA ID no.	Add/remove
<input type="checkbox"/>	<input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>			Add <input type="checkbox"/> Remove <input type="checkbox"/>

c) CAA-accredited simulators *Only fill in this section for proposed amendments.*

You can *only* use CAA-accredited simulators.

Simulator operator name	Location	Type	Identification	Qualification test guide level/type	Device	Add/remove
						Add <input type="checkbox"/> Remove <input type="checkbox"/>
						Add <input type="checkbox"/> Remove <input type="checkbox"/>

d) Training courses and assessments *Only fill in this section for proposed amendments.*

You can *only* use CAA-accepted training courses and assessments and confirm with the CAA-certified training organisation that these are CAA-authorized.

Courses						
P1	Pilot training rating – specific type	Add <input type="checkbox"/> Remove <input type="checkbox"/>	E3	Flight engineer type rating	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
P5	Basic gas turbine knowledge	Add <input type="checkbox"/> Remove <input type="checkbox"/>	E4	Flight engineer licence training	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
P6	<b>Synthetic flight trainers – specific type</b>		M1	Dangerous goods	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Simulator	Add <input type="checkbox"/> Remove <input type="checkbox"/>	M6	Crew training 121, 125, 135	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Flight procedure trainer	Add <input type="checkbox"/> Remove <input type="checkbox"/>		AQP	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Basic flight instrument trainer	Add <input type="checkbox"/> Remove <input type="checkbox"/>	M7	Cabin crew training	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
P7	Cat II & III approaches	Add <input type="checkbox"/> Remove <input type="checkbox"/>				

Assessments						
A3	ATPL flight test	Add <input type="checkbox"/> Remove <input type="checkbox"/>	A8	<b>Operational competency</b>		
A5	<b>Instrument training</b>			Part 121 operations	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Additional aid	Add <input type="checkbox"/> Remove <input type="checkbox"/>		Part 125 operations	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Continued competency	Add <input type="checkbox"/> Remove <input type="checkbox"/>		Part 135 operations	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
	Multi-engine	Add <input type="checkbox"/> Remove <input type="checkbox"/>	A11	Helicopter winching rappelling and human sling load	Add <input type="checkbox"/> Remove <input type="checkbox"/>	
A6	<b>Instructor rating currency test</b>					
	Cat 'B'	Add <input type="checkbox"/> Remove <input type="checkbox"/>				
	Cat 'C'	Add <input type="checkbox"/> Remove <input type="checkbox"/>				



**12. CAA-certified maintenance organisation or licensed engineer\*** *Only fill in this section for proposed amendments.*

You can *only* use Part 145 CAA-certified maintenance organisations (see the list on our website) or Part 66 licensed engineers.

You must complete the table below for an aircraft you propose to add even if it's the same type as others you operate using a current CAA-certified maintenance organisation/licensed engineer, or you're chartering, cross-hiring, or leasing and not entitled to lawful possession of the aircraft.

Aircraft registration	CAA-certified maintenance organisation/ licensed engineer name	Their CAA ID no.	Current	Add	Remove	Part 135 operator - option for maintenance					
						135.402(1)(a) annual review of airworthiness			135.402(1)(b) maintenance review		
						Yes	No	N/A	Yes	No	N/A
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**13. Maintenance programme\*** *Only fill in this section for proposed amendments.*

If you propose amendments to your maintenance programmes, email us the programme (highlight or Track Change proposed amendments) and completed 24091-02 Part 91 application for approval or amendment to a maintenance programme (hire or reward aircraft).

You must complete the table below for an aircraft you propose to add even if it's the same type as others you operate under a current maintenance programme (and complete and email us the 24091-02 Part 91 application), or you're chartering, cross-hiring, or leasing and not entitled to lawful possession of the aircraft.

Aircraft registration	Maintenance programme name	Current	Add	Amend	Remove
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**14. Crew fatigue management procedure\*** *Only fill in this section for proposed amendments.*

See advisory circular AC119-2 air operations – fatigue of flight crew, and the example CAA Day VFR and example IFR alternate scheme.

If a scientifically endorsed flight and duty scheme, your exposition must also describe how the scheme is managed and assessed for continued effectiveness.

Flight crew fatigue management procedure type	Add	Amend	Remove
Advisory Circular 119-2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part 135 Day VFR alternate scheme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part 135 IFR alternate scheme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scientifically endorsed flight and duty scheme	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**15. Security programme\*** *Only fill in if this section applies to your type of operation and only for propose amendments.*

Only applies to regular air transport passenger services with passenger seating configuration of more than 9 seats (excluding required crew member seats).

Do you propose amendments? If yes, email us your security programme. Highlight or track change proposed amendments.

Yes <input type="checkbox"/> No <input type="checkbox"/>
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**16. Exemptions\*** *Only fill in this section if you are petitioning for an exemption currently held or require a new exemption.*

If you require an exemption to operate, either one held that expires before your certificate expires or a new exemption, email us completed 24011-02 Section 37 petition for exemption.

Exemption no. (if held) or description (if new)	Rule	Exemption no. (if held) or description (if new)	Rule

**17. Exposition** *You must complete this section.*

Attached to the email with this application is your (SELECT ONE):

- Proposed exposition sections amended (if one document). Highlight or Track Change proposed amendments.
- Proposed exposition documents amended (if separate documents). Highlight or Track Change proposed amendments.

Complete the table below for proposed amendments that:

- affect your operations specifications under rule 119.15(b), or
- require CAA’s prior acceptance under rule 119.165(a) and (b).

Note:

1. You can use 24119-12 Part 119 exposition amendment summary sheet to assess if your proposed amendments affect your operations specifications or require CAA's prior acceptance.
2. Your exposition has your operational procedures, including system for safety management, to comply with rule 119.81 airline air operator exposition or rule 119.125 general aviation air operator exposition.

Exposition section **amended** (if one document) or exposition document **amended** (if separate documents)

Version no.                      Amendment no.                      Revision date

			Click or tap to enter a date.
			Click or tap to enter a date.
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			Click or tap to enter a date.
			Click or tap to enter a date.

**18. Other rules specific to your operation\*** *Only fill in this section for proposed amendments for other rules not included in this form.*

If you're also applying for an issue, renewal or amendment of a certificate under another Part, list the application in this table and tell us if you emailed it separately.

Rule                      Proposed amendment                      Documents attached to your email


**19. Completed documents** *Only select the documents in this section that apply to your type of operation for proposed amendments.*

By selecting the relevant documents below, you're confirming the documents are complete and attached to your email with is application.

If your organisation is a **registered company, incorporated society, or limited partnership** (*only* if the legal name has changed)

- Companies Office certificate of incorporation

**Types of operation** (*only* if you propose amendments for Parts 121 and 125, and Part 135 for RNP)

- 24091-07 Part 91 application for operational approval

**For each proposed new senior person or proposed amendments to duties and functions of a current senior person**, either a 24FPP questionnaire, or 24FPPDEC declaration, and information required

- Chief executive
- Air operations – flight operations
- Air operations – supporting ground operations
- Crew training
- Crew competency assessment (if different to crew training)
- Maintenance control and scheduling
- System for safety management
- Conducting occurrence investigations
- Security (if applicable)

**Security programme** (if applicable and *only* if you propose amendments)

- Part 108 proposed security programme (highlight or Track Change)

**Maintenance programme** (*only* if you propose amendments)

- Proposed maintenance programme(s) (highlight or Track Change)
- 24091-02 Part 91 application for approval or amendment of a maintenance programme (hire or reward aircraft)

**Exemptions** (if applicable)

- 24011-02 Section 37 petition for exemption

**Exposition (SELECT ONE)**

- Proposed exposition sections amended (if one document). Highlight or Track Change proposed amendments.
- Proposed exposition documents amended (if separate documents). Highlight or Track Change proposed amendments.

**Other rules specific to your type of operation** (if applicable and *only* if you propose amendments)

- Documents for other rules (highlight or Track Change)

**20. Declaration by chief executive or authorised officer/ representative** You must complete this section.

1. I confirm in relation to this application:

- I have read and understood the applicable Civil Aviation Rules
- on behalf of the organisation, the activities can be financed and carried out in accordance with s 12 Civil Aviation Act 1990 (general requirements for participants in the civil aviation system)
- the organisation set out in the 'details for CAA invoices' of this form (if completed) is aware that the organisation is required to pay the invoice(s) from CAA.

2. I declare to the best of my knowledge that the information in this application and applicable documents is complete and correct.

Note: Under s 59 Civil Aviation Act 1999 communicating false information or failing to disclose information relevant to granting or holding of aviation document is an offence and liable on conviction, in the case of an individual, to imprisonment for a term not exceeding 12 months or a fine not exceeding 400,000 VT; and a body corporate, to a fine not exceeding 2,000,000 VT.

Full name

Position title

Their CAA ID no. or N/A

Application date

Electronic signature

**To add your electronic signature:**

1. Right click on the **X** in the signature box
2. Select **Sign** from the drop-down list
3. Follow the instructions to sign

**X**

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