

APPLICATION FOR PROPOSED CHANGE AT EASA CERTIFIED AERODROME

This form should be completed in BLOCK LETTERS using black or dark blue ink or electronically filled and submitted to the Air Navigation Services & Aerodromes Unit at least 30 days prior to implementation of change.

A) AERODROME DETAILS		
<i>Aerodrome Name:</i>		
<i>Aerodrome Address:</i>		
<i>Accountable Manager:</i>	Name:	
	Telephone:	
	Email:	
<i>Project Manager:</i>	Name:	
	Telephone:	
	Email:	

B) DETAILS OF CHANGE		
<p><i>Type of Changes:</i> (Please tick the appropriate box)</p>		
<input type="checkbox"/>	A	Significant affects to Organisation Chart/Policies/Culture of Aerodrome Operator's management system.
<input type="checkbox"/>	B	Affecting the Certification Basis.
<input type="checkbox"/>	C	Affecting the Terms of Certificate.
<input type="checkbox"/>	D	Use of Alternative Means of Compliance.
<input type="checkbox"/>	E	Management and Notification Procedure for changes not requiring prior approval.
<input type="checkbox"/>	F	Level of protection or rescue and fire fighting.
<input type="checkbox"/>	G	Low visibility procedures.
<input type="checkbox"/>	H	Obstacles, developments and other activities within the areas monitored by the Aerodrome Operator (Changes to Infrastructure).

C) REASON FOR CHANGE:

D) TITLE OF PROJECT:

E) DESCRIPTION OF PROJECT:

F) AERODROME COMPLIANCE DECLARATION:

**To be completed when affecting the Certification Basis*

Planned commencement of works:

Planned duration of works:

Estimated completion date:

Aerodrome closed during work in progress?

If yes specify closure hours:

Description	EASA Ref	Compliance Statement	Supporting Documentation

For TM-CAD use:

REFERENCE:	TM/CAD/ANSAU/CHNG/000/2018
REMARKS:	
APPROVAL:	
Change is hereby approved/not approved.	
00/00/0000	
Name: _____	
Grade:	

Guidance to Changes that require Approval:

Management System:

Changes that significantly affect elements of the management system, including Safety Management System which include:

- a) the organisation chart;
- b) policies;
- c) safety culture.

Terms of Certificate:

Changes that might change the terms of certificate include:

- a) changes to the RFFS category;
- b) changes to LVP;
- c) changes to declared distances;
- d) changes to aerodrome coding;
- e) changes to Higher Code aircraft.

Certification Basis:

Any changes that impact the Certification Basis include:

- a) constructions affecting sightlines from VCR;
- b) developments on the movement area; (new taxiways, aprons, etc.);
- c) developments which might impact the movement area; (extensions, reconfiguration);
- d) Significant maintenance projects which might have secondary effects on Certification Basis.