

QB1

MANAGEMENT OF CHANGE

No	Question	Y/N	State where this is documented (Detailed location reference required or evidence attached to the form). Other comments
ADR.OR.B.040 (d)			
1	Does the Aerodrome Operator(AO) have a procedure, which has been approved by the Competent Authority, to manage changes <u>not</u> requiring prior approval		
ADR.OR.B.040 (d)			
2	Does the procedure describe the notification process for changes not requiring the prior approval of the Competent Authority?		
ADR.OR.B.040 (d)			
3	Does the aerodrome operator have a process for applying for and obtaining an approval issued by the Competent Authority (CA)?		
ADR.OR.B.040(c)			
4	Is the change only implemented by the AO following receipt of formal approval from the Competent Authority?		
AMC1 ADR.OR.B.040 (a);(b)			
5	Does the process make provision for a description of the change to be submitted to Competent Authority?		
AMC3 ADR.OR.E.005 ((Part B) 2.2.10)			
6	Does the change process follow the safety criteria as described in the aerodrome manual?		
AMC1 ADR.OR.B.040 (a);(b) (a)			
7	Does the process identify changes to the terms of the certificate, the CB,		

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	safety critical aerodrome equipment, management system and the parts of the aerodrome manual which are affected by the change?		
AMC1 ADR.OR.B.040 (a);(b) (a)			
8	Does the process require the AO to submit appropriate detailed design drawings?		
AMC1 ADR.OR.B.040 (a);(b) (b)			
9	Does the process include a requirement for the AO to identify the CS, when applicable, with which the proposed change has been designed to comply?		
AMC1 ADR.OR.B.040 (a);(b) (b)			
10	If applicable, does the process identify the CS for which the AO proposes to show compliance in a different manner in order to demonstrate an equivalent level of safety?		
AMC1 ADR.OR.B.040 (a);(b) (c)			
11	Does the process require the AO to identify the applicable requirements that must be complied with as a result of the change?		
AMC1 ADR.OR.B.040 (a);(b) (d) / ADR.OR.B.040(f)(1)			
12	Does the process require the AO to identify the interdependencies with any affected parties, and to plan and conduct a safety assessment in coordination with these organisations?		

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AMC1 ADR.OR.B.040 (a);(b) (d) (f) (4)			
13	Is there a process that ensures complete and valid arguments, evidence and safety criteria are established and documented to support the safety assessment?		
AMC1 ADR.OR.B.040 (a);(b) (d) (f) (2)			
14	Does the process require the AO to align assumptions and mitigations with affected parties in a systematic way?		