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| **Reference:**1. P01.V04A “Exposition Evaluation Procedure”
2. CAR 171

**Instructions:*** The following Rule Part references have been extracted from the CAR system as being required in the exposition of an applicant for a Part 171.
* All rules have to be complied with, but not every rule has to be addressed in the exposition. At least the following Rule Parts shall be included unless they are not applicable to your operation, in which case annotate them N/A.
* The matrix has been compiled by following through Part 171 and other rules which demand procedures or evidence of ‘ensuring’ accomplishment or adherence to requirements. The purpose of this document is to speed up the certification process; ensure every applicable rule requirement has been addressed in the exposition, and reduce the cost of certification by the quick location of exposition policies or procedures.
* Against each Rule Part there is provision to make reference to the exposition page, and preferably paragraph numbers which address that Rule Part. Ticks are not acceptable. The completed matrix should be inserted as part of the introductory pages of the exposition.
* General Manual Layout

Exposition or manual binders – can the manual be amended easily? [Two ring binders tear pages too easily. Use 3 or preferably 4 rings.] If permanently bound, do you intend to re issue at every amendment? This may inhibit frequency of needed amendments. |

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| **Applicant:** |       | **Client ID:** |       |
| **Manuals Submitted:** |       | **Version No** |       | **Rev.:** |       | **Dated:** | date |
|       | **Version No** |       | **Rev.:** |       | **Dated:** | date |
|       | **Version No** |       | **Rev.:** |       | **Dated:** | date |

| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
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| **171.51 Personal Requirements** |
| 171.51(a)(1)Senior Person as Chief Executive |       |[ ] [ ]        |
| 171.51(a)(2)Senior Personnel |       |[ ] [ ]        |
| 171.51(a)(3)Sufficient Personnel |       |[ ] [ ]        |
| 171.51(b)(1)Procedure to assess Competency |       |[ ] [ ]        |
| 171.51(b)(2)Procedure to maintain Competency |       |[ ] [ ]        |
| 171.51(b)(3)Written evidence of Authorised Personnel |       |[ ] [ ]        |
| **171.53 Facility Requirements** |
| 171.53(a)(1)Facilities to meet Ops Specs & ICAO Annex 10 standards |       |[ ] [ ]        |
| 171.53(a)(2)Information on operational status on Navids |       |[ ] [ ]        |
| 171.53(a)(3)Facilities with suitable Power Supply |       |[ ] [ ]        |
| 171.53(a)(4)Security for Facilities |       |[ ] [ ]        |
| 171.53(a)(5)Drawings, signs & written agreements for Critical sites  |       |[ ] [ ]        |
| 171.53(b)Operating of Temporary Facilities |       |[ ] [ ]        |
| 171.53(c)Procedure to forward information to AIS |       |[ ] [ ]        |
| **171.55 Security Programme** |
| 171.55(a)Security Programme  |       |[ ] [ ]        |
| 171.55(b)(1)To minimise risk |       |[ ] [ ]        |
| 171.55(b)(2)To prevent unauthorised access |       |[ ] [ ]        |
| 171.55(b)(3)Personnel to follow during bomb threat |       |[ ] [ ]        |
| 171.55(b)(4)To monitor unattended facilities |       |[ ] [ ]        |
| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
| 171.55(b)(5)To protect critical systems |       |[ ] [ ]        |
| 171.55(c)Procedure to notify, investigate and report incidents |       |[ ] [ ]        |
| **171.57 Documentation** |
| 171.57(a)Relevant Copies of Documents  |       |[ ] [ ]        |
| 171.57(b)(1)Documents to be review & authorised. |       |[ ] [ ]        |
| 171.57(b)(2)Documents to be available to all staff |       |[ ] [ ]        |
| 171.57(b)(3)Removal of obsolete documents |       |[ ] [ ]        |
| 171.57(b)(4)Changes to documents to be reviewed & authorised |       |[ ] [ ]        |
| 171.57(b)(5)Current version of Documents |       |[ ] [ ]        |
| **171.59 Periodic Inspection and Testing** |
| 171.59(a)Procedure for periodic inspection & testing |       |[ ] [ ]        |
| 171.59(b)(1)Ground Inspection and Testing |       |[ ] [ ]        |
| 171.59(b)(2)Any information by ICAO |       |[ ] [ ]        |
| 171.59(b)(3)Reliability data for the facility |       |[ ] [ ]        |
| 171.59(c)(1)Programme for periodic ground inspection |       |[ ] [ ]        |
| 171.59(c)(2)Programme for periodic ground test |       |[ ] [ ]        |
| 171.59(c)(3)Programme for periodic flight test |       |[ ] [ ]        |
| 171.59(d)Criteria for inspection and flight test |       |[ ] [ ]        |
| 171.59(e) Notification to the Director |       |[ ] [ ]        |
| **171.61 Certification of Facility Performance** |
| 171.61(1)Authorised Personnel to place facilities into operation |       |[ ] [ ]        |
| 171.61(2)Appropriate checks to be carried out |       |[ ] [ ]        |
| 171.61(3)Facility records to be completed |       |[ ] [ ]        |
| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
| **171.63 Inspection Measuring and Test Equipment** |
| 171.63(a)Availability of test equipment’s |       |[ ] [ ]        |
| 171.63(b)Procedure to control, calibrate test equipment  |       |[ ] [ ]        |
| 171.63(c)(1)Procedure to ensure calibrated before use |       |[ ] [ ]        |
| 171.63(c)(2)Calibration status |       |[ ] [ ]        |
| 171.63(c)(3)Control adjustments & handling |       |[ ] [ ]        |
| 171.63(d)System to be checked |       |[ ] [ ]        |
| **171.65 Notification of Facility Information** |
| 171.65(a)Procedure to notify users |       |[ ] [ ]        |
| 171.65(b)(1)Operational Information on facilities |       |[ ] [ ]        |
| 171.65(b)(2)Users to be notified |       |[ ] [ ]        |
| **171.67 Facility Check after Accident or Incident** |
| 171.67(a)Procedure to check & record operating condition of facility |       |[ ] [ ]        |
| 171.67(b)(1)Checks are carried out |       |[ ] [ ]        |
| 171.67(b)(2)Record of facility’s operating condition |       |[ ] [ ]        |
| 171.67(b)(3)Records to be secured |       |[ ] [ ]        |
| **171.69 Facility Malfunctions** |
| 171.69(a)Procedure to notify, investigate and rectify malfunction facilities |       |[ ] [ ]        |
| 171.69(b)(1)Facility operating outside tolerances |       |[ ] [ ]        |
| 171.69(b)(2)Facility had potential to operate outside tolerances |       |[ ] [ ]        |
| 171.69(b)(3)Facility malfunction reports |       |[ ] [ ]        |
| 171.69(c)10 working days for report to be forwarded |       |[ ] [ ]        |
| **171.71 Records** |
| 171.71(a)Procedure to identify, collect, maintain and dispose records |       |[ ] [ ]        |
| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
| 171.71(b)(1)Record is kept for its facility |       |[ ] [ ]        |
| 171.71(b)(2)Record of Documentation |       |[ ] [ ]        |
| 171.71(b)(3)Record of each item of test equipment |       |[ ] [ ]        |
| 171.71(b)(4)Record of each facility malfunction |       |[ ] [ ]        |
| 171.71(b)(5)Record of each internal audit |       |[ ] [ ]        |
| 171.71(b)(6)Record of authorised Personnel |       |[ ] [ ]        |
| 171.71(b)(7)All records are legible and of permanent nature |       |[ ] [ ]        |
| 171.71(b)(8)All records are retain for period of 3 years |       |[ ] [ ]        |
| **171.73 Safety Management System** |
| 171.73CAR Part 100 |       |[ ] [ ]        |
| **171.75 Quality Management System** |
| 171.75CAR Part 100 |       |[ ] [ ]        |
| **171.77 Organisation Exposition** |
| 171.77(a)(1)A signed statement by Chief Executive |       |[ ] [ ]        |
| 171.77(a)(2)Titles and names of senior person or persons |       |[ ] [ ]        |
| 171.77(a)(3)Duties and responsibilities of the senior person or persons |       |[ ] [ ]        |
| 171.77(a)(4)Organisation chart |       |[ ] [ ]        |
| 171.77(a)(5)Staffing structure |       |[ ] [ ]        |
| 171.77(a)(6)List of the types of facilities |       |[ ] [ ]        |
| 171.77(a)(7)Summary of the scope of activities |       |[ ] [ ]        |
| 171.77(a)(8)Operational details of each facilities |       |[ ] [ ]        |
| 171.77(a)(9)Security Programme |       |[ ] [ ]        |
| 171.77(a)(10)Details of applicant procedure |       |[ ] [ ]        |
| 171.77(a)(11)Procedure to control, amend and distribute the exposition |       |[ ] [ ]        |
| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
| 171.77(b)The exposition must be |       |[ ] [ ]        |
| 171.77(c)Acceptable to the Director |       |[ ] [ ]        |
| **171.101 Continued Compliance** |
| 171.101(1)Current copy of their exposition at each major location |       |[ ] [ ]        |
| 171.101(2)Comply with all procedures in exposition |       |[ ] [ ]        |
| 171.101(3)Applicable part of exposition to be made available |       |[ ] [ ]        |
| 171.101(4)Continue to meet standards and comply Subpart B |       |[ ] [ ]        |
| 171.101(5)Notify Director of any change in address |       |[ ] [ ]        |
| **171.103 Identification Codes and Call Signs** |
| 171.103 |       |[ ] [ ]        |
| **171.105 Communication Procedures** |  |  |
| 171.105 |       |[ ] [ ]        |
| **171.107 Operating and Maintenance Instructions** |
| 171.107(a) |       |[ ] [ ]        |
| 171.107(b)(1) |       |[ ] [ ]        |
| 171.107(b)(2) |       |[ ] [ ]        |
| 171.107(b)(3) |       |[ ] [ ]        |
| **171.109 Deviations** |
| 171.109(a) |       |[ ] [ ]        |
| 171.109(b) |       |[ ] [ ]        |
| **171.111 Limitations on Certificate Holder** |
| 171.111(a) |       |[ ] [ ]        |
| 171.111(b) |       |[ ] [ ]        |
| 171.111(c)(1) |       |[ ] [ ]        |
| 171.111(c)(2) |       |[ ] [ ]        |
| 171.111(c)(3) |       |[ ] [ ]        |
| 171.111(c)(4) |       |[ ] [ ]        |
| 171.111(c)(5) |       |[ ] [ ]        |
| 171.111(c)(6) |       |[ ] [ ]        |
| 171.111(c)(7) |       |[ ] [ ]        |
| **Rule** | **Manual Reference/Applicants Comment** | **Yes** | **No** | **CASA Comments (*For Office use only)*** |
| **171.113 Changes to Certificate Holder’s Organisation** |
| 171.113(a)Exposition to be update to remain current |       |[ ] [ ]        |
| 171.113(b)Amendments meets applicable requirements |       |[ ] [ ]        |
| 171.113(c)Provide Director with Copy of each Amendments |       |[ ] [ ]        |
| 171.113(d)Prior notification to and acceptance by Director  |       |[ ] [ ]        |
| 171.113(e) |       |[ ] [ ]        |
| 171.113(f) |       |[ ] [ ]        |
| 171.113(g) |       |[ ] [ ]        |
| 171.113(h) |       |[ ] [ ]        |
| **171.115 Safety Assessments** |
| 171.115(a)*Provide Safety Assessment* |       |[ ] [ ]        |
| 171.115(a)(1)*Proposed Operational Changes* |       |[ ] [ ]        |
| 171.115(a)(2)*Relocation of Services or Equipment* |       |[ ] [ ]        |
| 171.115(a)(3)*Implementation of new facilities & equipments* |       |[ ] [ ]        |
| 171.115(b)*Consult Users* |       |[ ] [ ]        |
| 171.115(c)*Adequate Monitoring* |       |[ ] [ ]        |
| **171.201 Facility Specification and Requirements** |
| 171.201(1) *NDB* |       |[ ] [ ]        |
| 171.201(2) *DME* |       |[ ] [ ]        |
| 171.201(3) *ILS* |       |[ ] [ ]        |
| 171.201(4) *VOR* |       |[ ] [ ]        |
| 171.201(5) *SSR Rada* |       |[ ] [ ]        |
| 171.201(6) *ATN* |       |[ ] [ ]        |
| 171.201(7) *Radio Frequency Spectrum* |       |[ ] [ ]        |

***CASA Use***

|  |  |
| --- | --- |
| **Assessed By:** |       |
| **Signature:** |  |
| **Work Request:** |       |
| **Date Received:** |   | **Date Accepted:** |   |

This matrix was established using the following Rule Part amendments statues

|  |  |  |  |
| --- | --- | --- | --- |
| 12 | Accidents,Incidents and Statistics | Amendment 6 | 02 Nov 2021 |
| 100 | Safety Management System | Amendment 2 | 04 May 2024 |
| 171 | Aeronautical Telecommunication Service Organisation – Certification & Operation | Amendment 5 | 04 Nov 2024 |

Other rules or advisory circular referred to during the assessment by Inspector