

Chapter 1—Preliminary

1 Name

- (1) This instrument is the *Part 149 (Approved Self-administering Aviation Organisations) Manual of Standards 2018*.
- (2) This instrument may be cited as the Part 149 Manual of Standards.

3 Authority

This instrument is made under the *Civil Aviation Safety Regulations 1998*.

Note: CASA may issue a Manual of Standards for Part 149 (Approved self-administering aviation organisations) — see regulation 149.010 of CASR.

4 Scope of Manual of Standards

- (1) This instrument sets out requirements to be met by an applicant for an approved self-administering aviation organisation (ASAO) certificate under Part 149 of CASR to perform an aviation administration function.
- (2) This instrument also sets out matters relating to:
 - (a) aviation administration functions for ASAOs; and
 - (b) the key personnel of an ASAO; and
 - (c) the requirements of an ASAO's safety management system; and
 - (d) the requirements of an ASAO's audit and surveillance system; and
 - (e) the content of an ASAO's exposition.

5 Definitions

Note: A number of expressions used in this instrument are defined in the Dictionary at the end of the *Civil Aviation Safety Regulations 1998*, including the following:

- (a) accountable manager (of an ASAO);
- (b) approved function (of an ASAO);
- (c) ASAO;
- (d) ASAO certificate;
- (e) aviation administration and enforcement rules;
- (f) aviation administration function;
- (g) balloon;
- (h) CASR;
- (i) certificate of airworthiness;
- (j) hang glider;
- (k) glider;
- (l) gyroglider;
- (m) gyroplane;
- (n) key personnel (of an ASAO);
- (o) national aviation authority;
- (p) paraglider;
- (q) parasail;
- (qa) personnel (of an ASAO);

- (r) pilot certificate;
- (ra) power-assisted sailplane;
- (s) powered hang glider;
- (t) powered parachute;
- (u) powered paraglider;
- (ua) powered sailplane;
- (v) safety manager (of an ASAO);
- (w) sailplane;
- (wa) touring motor glider;
- (x) sailplane;
- (xa) weight-shift-controlled aeroplane.

In this instrument:

airworthiness activity, in relation to a Part 149 aircraft, has the meaning given by subsection 16(3).

Civil Aviation Order 95.4 means *Civil Aviation Order 95.4 (Exemptions from CAR and CASR — Sailplanes and Towing Aircraft) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.8 means *Civil Aviation Order 95.8 (Exemptions from CAR and CASR — Hang Gliders and Paragliders) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.10 means *Civil Aviation Order 95.10 (Exemptions from CAR and CASR — Microlight Aeroplanes) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.12 means *Civil Aviation Order 95.12 (Exemptions from CAR and CASR — Gyroplanes Not Exceeding 250 kg) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.12.1 means *Civil Aviation Order 95.12.1 (Exemptions from CAR and CASR — LSA Gyroplanes and ASRA-compliant Gyroplanes) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.32 means *Civil Aviation Order 95.32 (Exemptions from CAR and CASR — Powered Parachutes and Weight-shift-controlled Aeroplanes) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.54 means *Civil Aviation Order 95.54 (Part 131 Recreational Activity and Specialised Balloon Operations) Instrument 2021*, as in force from time to time.

Civil Aviation Order 95.55 means *Civil Aviation Order 95.55 (Exemptions from CAR and CASR — Certain Light Sport Aircraft, Lightweight Aeroplanes and Ultralight Aeroplanes) Instrument 2021*, as in force from time to time.

drop zone safety officer has the meaning given by section 1.04 of the Part 105 Manual of Standards.

emergency parachute: see subsection 1.04(3) of the Part 105 Manual of Standards.

empty weight has the meaning given by subsection 2 of Civil Aviation Order 100.7, as in force from time to time.

flying training, for a pilot certificate, rating or endorsement in relation to the operation of a Part 149 aircraft, means training and assessment in all the units of competency (however described) required by an ASAO for the issue of the pilot certificate, rating or endorsement to:

- (a) for a pilot certificate—operate the aircraft; and
- (b) for a rating or endorsement on the pilot certificate—conduct the activities authorised by the rating or endorsement.

ground control has the meaning given by section 1.06 of the Part 105 Manual of Standards.

Note: Ground control is a parachuting activity prescribed in the Part 105 Manual of Standards for the purposes of the definition of **parachuting activity** in regulation 105.010 of CASR.

ground control assistant has the meaning given by section 1.06 of the Part 105 Manual of Standards.

immediate family, in relation to a person, means the person's spouse, parents and children (if any).

jump pilot authorisation has the meaning given by section 3.03 of the Part 105 Manual of Standards.

jump pilot training: see paragraph 26(2)(a).

light sport aircraft (experimental) has the meaning given by section 5.1 of Civil Aviation Order 95.55.

light sport aircraft (production) has the meaning given by section 5.1 of Civil Aviation Order 95.55.

lightweight aeroplane has the meaning given by section 5.1 of Civil Aviation Order 95.55.

main parachute has the meaning given by section 1.04 of the Part 105 Manual of Standards.

microlight aeroplane has the meaning given by subsection 5 of Civil Aviation Order 95.10.

overseas authorisation means an authorisation issued to an individual by:

- (a) the national aviation authority of a foreign country; or
- (b) a sport aviation organisation (however named) of a foreign country approved by the national aviation authority of the country to administer an aircraft or aviation activities in relation to an aircraft.

Section 5

parachute does not include:

- (a) a parasail; or
- (b) a powered parachute.

parachute airworthiness training: see subsection 28(5).

parachute descent does not include a necessary emergency descent.

parachute training operation has the meaning given by section 1.04 of the Part 105 Manual of Standards.

parachuting training has the meaning given by section 1.04 of the Part 105 Manual of Standards.

parachuting training organisation has the meaning given by section 1.04 of the Part 105 Manual of Standards.

parachutist instructor has the meaning given by section 1.04 of the Part 105 Manual of Standards.

Part 131 aircraft has the meaning given by regulation 131.005 of CASR.

Part 131 recreational activity has the meaning given by regulation 131.025 of CASR.

Part 149 aircraft means an aircraft mentioned in section 7, 8, 9, 10, 11 or 12.

Part 149 airworthiness training: see subsection 16(6).

reserve parachute assembly: see subsection 1.04(5) of the Part 105 Manual of Standards.

single-place aircraft has the meaning given by section 5.1 of Civil Aviation Order 95.32.

specialised balloon operation has the meaning given by regulation 131.020 of CASR.

student parachutist certificate has the meaning given by section 1.04 of the Part 105 Manual of Standards.

tandem parachutist has the meaning given by regulation 105.010 of CASR.

tandem parachutist certificate has the meaning given by section 1.04 of the Part 105 Manual of Standards.

trainee parachutist: see subsection 1.04(6) of the Part 105 Manual of Standards.

two-place aircraft has the meaning given by section 5.1 of Civil Aviation Order 95.32.

ultralight aeroplane has the meaning given by section 5.1 of Civil Aviation Order 95.55.

weight control, for a Part 149 aircraft, means:

- (a) the determination of the empty weight of the aircraft, and the centre of gravity position of the aircraft at the empty weight; and
- (b) the development and approval of loading data for ensuring that the aircraft is loaded:
 - (i) within the aircraft's weight limits at all times during flight; and
 - (ii) if the aircraft is not a weight-shift-controlled aeroplane—also within the aircraft's centre of gravity range at all times during flight; and
- (c) the keeping of a record of weight alterations, including of a re-weighing (if any) of the aircraft; and
- (d) the overall supervision of the activities in paragraphs (a), (b) and (c).

