

REQUEST FOR ONCE OFF AUTHORISATION

TO : _____
 REF NO : _____

AIRCRAFT TYPE : _____ AIRCRAFT REGISTRATION : _____

COMPONENT

DESCRIPTION : _____ PART NO. : _____

SERIAL NO. : _____ APPROVED T.B.O : _____

MAINTENANCE SCHEDULE REF : _____

STATUS TO DATE (HRS/TIME USED) : _____ REMAINING : _____ DAYS

DEFECT : _____

AUTHORISATION REQUESTED : _____
 (Ref. to respective Schedule Appendix.)

REASON FOR REQUEST : _____

(Enclose supporting documents use extra sheet if)

IMPACT ON ENGINEERING AND MAINTENANCE STANDARDS (IF DETERMINED) : _____

DETAILS OF ANY SUGGESTED REPAIR OR RECTIFICATION PROCESS : _____

DETAILS OF OTHER ITEMS AFFECTED BY THE REPAIR : _____

PERSONNEL NOMINATED : _____

JUSTIFICATION (if required) : _____

REQUESTOR		SIGNATURE	DATE
MM / MI/S	Name : _____		

REVIEW		SIGNATURE	DATE
SENIOR MAINTENANCE MANAGER	RECOMMENDED / NOT RECOMMENDED		
	Name : _____		

APPROVAL BY DAR		SIGNATURE	DATE
DESIGN ACCEPTANCE REPRESENTATIVES	APPROVED / NOT APPROVED		
	Name : _____		

SUBJECT TO : _____

INSTRUCTIONS FOR FILLING OUT THE GAM/E-019A REQUEST FOR ONCE OFF AUTHORISATION.

TO	Insert the name of the recipient to whom the request is being sent.
REF NO	Insert the reference number for the request.
AIRCRAFT TYPE	Insert the Aircraft Type.
AIRCRAFT REGISTRATION	Insert the Aircraft Registration number.
COMPONENT	
DESCRIPTION	Insert the Description of the component for which the authorisation is being requested.
PART NO.	Insert the Part Number of the component.
SERIAL NO.	Insert the Serial number of the component.
APPROVED T.B.O	Insert the approved Time Between Overhaul (TBO) hours for the component.
MAINTENANCE SCHEDULE REF	Insert the maintenance schedule reference associated with the component.
STATUS TO DATE (HRS/TIME USED)	Insert the status of the component, including the hours and time used.
REMAINING	Insert the remaining days until the component is due for maintenance or overhaul.
DEFECT	Describe the defect or symptom that has prompted the request.
AUTHORISATION REQUESTED (Ref. to respective Schedule Appendix)	Insert the details of the authorisation being requested, referencing the respective schedule appendix.
REASON FOR REQUEST	Insert the reason for request for once off authorisation.
IMPACT ON ENGINEERING AND MAINTENANCE STANDARDS (IF DETERMINED)	Insert any potential impact on engineering and maintenance standards, if determined.
DETAILS OF ANY SUGGESTED REPAIR OR RECTIFICATION PROCESS	Insert the details of any suggested repair or rectification process for the component.
DETAILS OF OTHER ITEMS AFFECTED BY THE REPAIR	Insert the details of any other items affected by the repair.
PERSONNEL NOMINATED	Insert the names of the personnel nominated to carry out the work or manage the request.
JUSTIFICATION (if required)	Insert any necessary justification for the request, if required.
REQUESTOR	
MM / MI/S	Insert the details of the responsible Maintenance Manager (MM) or Maintenance Inspector/Supervisor (MI/S), including their name, signature, and date.
REVIEW	
SENIOR MAINTENANCE MANAGER	Insert the details of the responsible Senior Maintenance Manager, including their name, signature, and date.
RECOMMENDED / NOT RECOMMENDED	Strike through the unused statement (either "RECOMMENDED" or "NOT RECOMMENDED").
APPROVAL BY DAR	
DESIGN ACCEPTANCE REPRESENTATIVES	Insert the details DAR self-explanatory (Name, Signature and Date) was verified the requisition
APPROVED / NOT APPROVED	Strike through the unused statement (either "APPROVED" or "NOT APPROVED").
SUBJECT TO	Insert any conditions or statements that the approval is subject to.