

Design Change Categorization Checklist

Instructions:

The purpose of this checklist is to assist the Authorized Individuals (AIs) in determining that a proposed design change is correctly categorized as 'Minor' or 'Major' and to record the results.

1. **Part 1 – Design Change Information.** Insert the relevant information. Include references to relevant design change description and analysis data.
2. **Part 2 – Design Change Categorization Questions.** Answer all the questions in Part 2. If the response to one or more of the checklist questions is 'Yes', then the design change has 'an appreciable effect' and must be categorized as 'Major'. If the responses are all 'No' then the change is categorized as 'Minor'.
3. **Part 3 – Design Change Categorization Review and Approval.** This section is to be completed by an individual authorized by the TAA to accept/approve the categorization results.

PART 1 – DESIGN CHANGE INFORMATION			
Project/Design Change Title:			
Aircraft Designation:			
System/Component(s) Affected:			
Description of Change:			
Design Change File #:		RDIMS #:	
OPI:			
	NAME	DESIGNATION	PHONE #
PART 2 – DESIGN CHANGE CATEGORIZATION QUESTION SET			
(See Annex B for advisory information on answering Part 2 questions)			
A. GENERAL CRITERIA – Applicable to all the Aircraft Systems (Also see Advisory Material in Annex B – Section A)			
No.	QUESTION	RESPONSE	COMMENTS
A1	Is it anticipated that the design change will introduce new aircraft functional hazard(s) with a severity classification of 'Catastrophic', 'Hazardous' or 'Major', or increase existing aircraft functional hazard severity to a classification of 'Catastrophic', 'Hazardous' or 'Major'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

ANNEX A
TO TAA ADVISORY 2019-03
DATED 16 SEPTEMBER 2019
REVISED 4 DECEMBER 2025

A2	Will the change require the addition of any new airworthiness requirements, or a new interpretation of the certification requirements in the design certification basis?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A3	Will the change require the use of a means/methods of demonstrating compliance that is appreciably different from the one previously used in certifying the type, or one that the TAA had not previously accepted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A4	Will the change alter (add, remove or amend) any of the aircraft limitations or restrictions?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
A5	Will the change introduce a new or revised standard or means of compliance as compared to those used in the original certification of the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B. AIRCRAFT USAGE, PERFORMANCE AND FLIGHT CHARACTERISTICS (Also see Advisory Material in Annex B – Section B)			
No.	QUESTION	RESPONSE	COMMENTS
B1	Will there be an appreciable change to the aircraft roles, missions or capabilities?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B2	Will there be any appreciable changes to the aircraft operating environment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B3	Will the change appreciably affect the ability of the aircraft to operate in controlled airspace?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B4	Will the change have an appreciable effect on the aircraft's performance characteristics or limitations?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B5	Will the change have an appreciable effect on the exterior profile of the aircraft?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B6	Will the change appreciably affect the installation, configuration, service life or performance of any propellers, main rotor or tail rotors?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B7	Will the change appreciably affect the ability of the aircraft to continue to meet the environmental noise standards established during the original certification of the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C. STRUCTURES AND MECHANICAL SYSTEMS (Also see Advisory Material in Annex B – Section C)			
No.	QUESTION	RESPONSE	COMMENTS
C1	Will the change have an appreciable effect on the structural strength, loads applied, or dynamic response related to, the airframe, dynamic components, flight controls, mechanical systems or mission equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

ANNEX A
TO TAA ADVISORY 2019-03
DATED 16 SEPTEMBER 2019
REVISED 4 DECEMBER 2025

C2	Will the design change alter the physical characteristics or performance of a life-limited part or structural components that are subject to damage tolerance or fatigue evaluation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C3	Will the change have an appreciable effect on the configuration, operation, function or performance of any of the aircraft systems? Examples include: <ul style="list-style-type: none"> • undercarriage, wheels, and brakes • mechanical, hydraulic or electro-mechanical portions of the flight control system • ice protection • air data 	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C4	Will the change introduce new structural components or materials to the aircraft compartments, such as mission consoles, equipment racks or crew seats?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D. AVIONIC SYSTEMS AND EQUIPMENT (Also see Advisory Material in Annex B – Section D)			
No.	QUESTION	RESPONSE	COMMENTS
D1	Will the design change have an appreciable effect on avionic systems, equipment functions or capabilities that have failure effects with a safety classification of ‘Catastrophic’, ‘Hazardous’ or ‘Major’?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D2	Will the design change add or have an appreciable effect on avionic systems, equipment functions or capabilities that are required by the National Defence Flying Orders (B-GA-100-001/AA-000)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E. AIRBORNE SOFTWARE (Also see Advisory Material in Annex B – Section E)			
No.	QUESTION	RESPONSE	COMMENTS
E1	Will the change modify, add or remove functions, features, capabilities or software life cycle data that could affect existing airborne software that has a system safety classification requirement of ‘Catastrophic’, ‘Hazardous’ or ‘Major’?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E2	Will the change introduce the use of a “new” airborne software that has a system safety classification requirement of ‘Catastrophic’, ‘Hazardous’ or ‘Major’? “New” is used in this context to designate a software that has never been certified for this particular platform (aircraft). This includes a new developed software or a previously certified software from other civil or military platforms.	<input type="checkbox"/> Yes <input type="checkbox"/> No	

ANNEX A
TO TAA ADVISORY 2019-03
DATED 16 SEPTEMBER 2019
REVISED 4 DECEMBER 2025

E3	Will the change modify the software Design Assurance Level (DAL) classification or the Software Criticality Indices (SwCI) classification?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E4	Will the design change affect software that has previously been assigned a DAL level of A, B or C or a SwCI classification of 1, 2 or 3?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
F. AIRBORNE ELECTRONIC HARDWARE (AEH) (Also see Advisory Material in Annex B – Section F)			
F1	Will the change modify, add or remove functions, features, capabilities or AEH life cycle data that affect existing AEH that has a system safety classification requirement of 'Catastrophic', 'Hazardous' or 'Major'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
F2	Will the change introduce the use of a "new" AEH that has a system safety classification requirement of 'Catastrophic', 'Hazardous' or 'Major'? "New" is used in this context to designate an AEH that has never been certified for this particular platform (aircraft). This includes a new developed AEH or a previously certified AEH from other civil or military platforms.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
F3	Will the design change affect airborne hardware that has been previously assigned a DAL level of A, B or C?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
G. ELECTRICAL SYSTEMS (Also see Advisory Material in Annex B – Section G)			
No.	QUESTION	RESPONSE	COMMENTS
G1	Will the change increase the load or affect the electrical generation capacity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
G2	Will the change alter the battery time available during an emergency?"	<input type="checkbox"/> Yes <input type="checkbox"/> No	
G3	Will the change have an appreciable effect on any instrument lights, landing lights, wing icing detection lights, position lights, emergency lighting or other flight critical lights, including lighting required by regulation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
G4	Will the change involve significant wiring modifications that affect the design features that ensure the separation of aircraft wiring-related ignition sources from flammable fluid lines and storage tanks?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

H. OCCUPANT/CABIN SAFETY (Also see Advisory Material in Annex B – Section H)			
No.	QUESTION	RESPONSE	COMMENTS
H1	Will the change to the cabin or flight deck configuration adversely affect any aspects of passenger/crew safety and/or survivability, or be appreciable enough to require a re-assessment of emergency evacuation capability?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
H2	Will a change affect any of the following: 1) the pilot's ability to fly the aircraft; 2) the crew's ability to egress the aircraft or; 3) the seat and seatbelt functionality?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
H3	Will the change introduce new materials to the aircraft compartment interiors that may affect flammability, smoke or toxic gas certification requirements?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
H4	Will the change include a new cargo handling system and/or nets/bulkheads introduced to protect the occupants in front of the cargo?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
H5	Will the change have an appreciable effect on any of the fire detection and suppression systems in the cabin, flight station or cargo compartment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
H6	Will the change have an appreciable effect on the sound pressure levels, as required by human factors requirements, in areas of the air vehicle occupied by personnel during flight or ground operations?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

I. POWERPLANT AND FUEL SYSTEMS (Also see Advisory Material in Annex B – Section I)			
No.	QUESTION	RESPONSE	COMMENTS
I1	Will the change alter the installation or configuration or performance of any engine, transmission or gearboxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
I2	Will the change have an appreciable effect on any power-plant, APU or transmission operating limitations, caution/warning systems or fire protection systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
I3	Will the change have an appreciable effect on the engine, propeller or rotor ice detection and protection systems?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
I4	Will the change have an appreciable effect on the fuel system (including jettisoning) and related pumps, valves, and piping?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
I5	Will the change have an appreciable effect on the environmental characteristics of noise, fuel venting or engine emissions?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
I6	Will the change involve a new or different means of propulsion or type fuel?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

J. AIRCRAFT STORES – CARRIAGE AND RELEASE (Also see Advisory Material in Annex B – Section J)			
No.	QUESTION	RESPONSE	COMMENTS
J1	Will the change add any new stores or weapons to the approved aircraft configuration, including external fuel tanks, pylons and racks?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
J2	Will the change have an appreciable effect on the manner or operation in which a store is carried, released and/or jettisoned from an aircraft, such that it could affect the safe flight of the aircraft?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

K. ELECTRO-MAGNETIC COMPATIBILITY (EMC), HIGH INTENSITY RADIATED FIELDS (HIRF) AND LIGHTNING (Also see Advisory Material in Annex B – Section K)			
No.	QUESTION	RESPONSE	COMMENTS
K1	Will the change have an appreciable effect on the EMC, HIRF or Lightning clearance of existing aircraft systems or equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
K2	Does the change include new equipment and components that could require an EMC, HIRF or Lightning clearance?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
K3	Does the change have an appreciable effect on systems or equipment that could require an assessment for operation in a HIRF environment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
K4	Does the change have an appreciable effect on systems or equipment that could require an assessment for lightning protection?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

L. AIRCRAFT CYBERSECURITY (Also see Advisory Material in Annex B – Section L)			
No.	QUESTION	RESPONSE	COMMENTS
L1	Does the change introduce a new data connectivity path or modify the configuration of an existing data connectivity path to external systems or networks, which may affect systems with hazards classified as ‘Catastrophic’, ‘Hazardous’ or ‘Major’?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
L2	Was the design change categorized as ‘Major’ by answering ‘yes’ to any of the questions in sections E or F (Airborne Software and Airborne Electronic Hardware, respectively) above?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

ANNEX A
TO TAA ADVISORY 2019-03
DATED 16 SEPTEMBER 2019
REVISED 4 DECEMBER 2025

L3	Will the design change modify a system with hazards classified as 'Minor' or 'No Safety Effect (NSE)' that is connected and, consequently, may propagate a cyber-attack, to a system with a hazard classified as 'Catastrophic', 'Hazardous' or 'Major'?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M. HUMAN FACTORS (Also see Advisory Material in Annex B – Section M)			
No.	QUESTION	RESPONSE	COMMENTS
M1	Will the change have an appreciable effect on the flight deck design such that a human factors re-evaluation may be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M2	Will the change have an appreciable effect on the passenger/cabin crew compartment design such that a human factors re-evaluation may be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
M3	Will the change have an appreciable effect on the flight deck crew or cabin crew safety of flight procedures, such that a human factors re-evaluation may be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
N. FLIGHT MANUAL (Also see Advisory Material in Annex B – Section N)			
No.	QUESTION	RESPONSE	COMMENTS
N1	Will the change modify the approved set of Technical Airworthiness Data (TAWD) information contained in the Flight Manual (FM) or Aircraft Operating Instructions (AOI)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
N2	Will the change have an appreciable effect on the system operating information in the FM or AOI?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
O. MISSION EQUIPMENT (Also see Advisory Material in Annex B – Section O)			
No.	QUESTION	RESPONSE	COMMENTS
O1	Will the change have an appreciable effect on the functioning or failure modes of the mission equipment such that it will affect the safe flight of the aircraft, or the ability of the occupants to safely egress the aircraft?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
O2	Does the design change to the mission equipment affect any existing hazards that are classified as 'Major', 'Hazardous' or 'Catastrophic', in the Functional Hazard Assessment?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

PART 3 – DESIGN CHANGE CATEGORIZATION REVIEW AND APPROVAL		
(To be completed by an Authorized Individual (AI))		
DESIGN CHANGE APPROVED AS: <input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR (check as applicable)		
Comments:		
Approved By:	<div>Signature</div> <div>Date</div>	
NAME	DESIGNATION	PHONE